

**BOROUGH OF RIVERTON
BUDGET WORKSHOP MEETING
MARCH 3, 2018 at 9:00am**

Mayor Cairns Wells called the meeting to order. Deputy Clerk, Nicole Chicone Shively called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag. Other Borough Officials Present: Keith Adams, Dawn Bass, Chief Shaw, Rob Inverso, Auditor, Mr. Mike Kinzler as Borough Finance Consultant.

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Having written notice published in the Burlington County Times Friday January 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

Mr. Fullerton distributed a draft worksheet that Council reviewed and discussed by department. Below is a breakdown of requests for Capital Improvements were agreed upon:

Public Works Equipment:	\$20, 200 (snow plow, lawn mower and fork attachments, asphalt tamper)
Road Projects:	\$284,705 (Homewood, Beechwood, alternate areas TBD)
Police Dept. Equipment:	\$10,392 (computers and other equipment)
Sewer Equipment:	\$212,450 (pumps and tank repair)
Fire Dept. Equipment:	\$15,000 (12 air cylinders)

Additions and upgrades for the Borough Hall include introducing WIPP, through Edmunds, that allows residents to pay their taxes and utilities online. There will not be credit card fees for the Borough however there are fees which the resident will incur based upon their payment method. This service will cost \$1200 in 2018 an annual maintenance of \$600. Additionally, Ms. Hack requested the purchase of 2-3 Motorola scanners that are compatible with Edmunds. However, Mr. Fullerton and Ms. Hack agreed to purchase a single scanner this year for the Tax Collector, and purchase the remainder over the next two years. Ms. Hack also requested a new computer and printer workstation as the current system inn her office is from 2007 at roughly \$900.00.

Mr. Adams is on track to complete his CPWM program at Rutgers and will continue classes in 2018, this shall be reflected in the 2018 municipal budget.

The Shade Tree Board budget shall increase from \$45, 000 to \$51,000. This increase covers Emerald Ash Borer treatments in 2018 in addition to the regular purchasing of trees, and contracts for planting, trimmings and removals.

Ms. Hack submitted a succession plan for the Tax Office to include the Finance Clerk attending school for become a Certified Tax Collector as this is a statutory position. She will attend Rutgers in 2018-19 and take over some of the regular Tax Collector duties. She is eligible to receive an additional salary of \$2500 per

annum for the role of Tax Clerk, and officially serve as Deputy Tax Collector. Mr. Kinzler asked Council to research an alternative for WIPP, to find a better rate. Mr. Fullerton agreed to explore this.

A discussion of employee raises was agreed upon at 2.5% in the exception of Mr. Cramer in Public Works shall receive 5% and Ms. Rosso, CTC shall receive 5% on her Tax Collector salary.

Overall, there should be no municipal tax increase to residents due to money returned to surplus, and an increase of 2017 collection rates.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment however; no residents came forward to speak therefore closing the public portion.

ADJOURNMENT

With no further business to discuss Ms. Azelby made a motion to adjourn which Mr. Corbi seconded. All voted in the affirmative.

Respectfully submitted,

Nicole Chicone Shively, Deputy Borough Clerk