

**CITY OF PORT REPUBLIC**  
**6:00 p.m. JANUARY 27, 2020**  
**SPECIAL CITY COUNCIL MEETING/BUDGET WORKSHOP**

Adequate notice of this meeting was given as required by the Open Public Meetings Act.

**COUNCILMEMBERS PRESENT:** Steve Allgeyer, Doris Bugdon, Roger Giberson, Thomas Kurtz, Stanley Kozlowski, Donna Riegel, Kevin Wessler

**COUNCILMEMBERS ABSENT:**

**MAYOR:** Gary B. Giberson – absent

**MUNICIPAL CLERK:** Kimberly A. Campellone, RMC

**MUNICIPAL AUDITOR:** Nancy Sbrolla, CPA, RMA

**CHIEF FINANCIAL OFFICER:** Jenna Kelly, CMFO

Council President Kevin Wessler called the meeting to order and lead the flag salute. This is to advise the general public and to instruct that it be recorded in the minutes, in compliance with Chapter 231 of the Public Laws of 1975, entitled the “Open Public Meetings Act”. The Municipal Clerk of the City of Port Republic posted at City Hall, 143 Main Street, Port Republic and mailed and/or faxed to the Atlantic City Press and the Mainland Journal, a meeting notice setting for the time, date and locations of this meeting.

**MOTION TO APPROVE JANUARY 2020 BILL LIST:**

On the motion of Councilmember Bugdon, seconded of Councilmember Allgeyer and carried.

**YES:** Allgeyer, Bugdon, Giberson, Kozlowski, Kurtz, Riegel, Wessler

**NO:**

**ABSENT:**

**ABSTAIN:**

**MOTION TO PAY ALL SIGNED BILLS:**

On the motion of Councilmember Bugdon, seconded of Councilmember Allgeyer and carried.

**YES:** Allgeyer, Bugdon, Giberson, Kozlowski, Kurtz, Riegel, Wessler

**NO:**

**ABSENT:**

**ABSTAIN:**

**BUDGET WORKSHOP**

City Auditor Nancy Sbrolla stated that at this time the budget is at a zero increase. The City revenues were down this year. The City ended the year with a fund balance of \$585,000. Last year we only brought back in about \$135,000. We are using a little bit more this year. This includes the increase in LOSAP and the \$15,000 for the consultant. We also had \$50,000 in the budget last year for the truck which was cancelled. For this year’s budget, City Auditor Nancy took the \$50,000 out and put

\$15,000 into the capital improvement fund, it would benefit the City to do that through the capital fund. This is the last year paying the \$100,000 for the building. *Councilman Giberson questioned how much is left in the fund balance, Nancy stated there is \$311,000.00*

The following line items were addressed:

Municipal Clerk – increase for salaries, also a buffer added for Vicki to fill in for Brandy Finance/Administration – increase to account for shortage last year

Tax Collector – increase for salary

Engineering – increased by \$3,000 for the Road Program and the maps

Municipal Court – increase for salaries by \$500

Planning Board – increased to \$2,000

Liability Insurance – decreased, we got the bill this year already

Group Insurance – decreased, State Health Benefits price went down

Emergency Management – decreased by \$600, we did not use \$2,000 last year

Public Works – increase for salaries

Garbage & Trash Removal – increased by \$8,000 based off of shortage last year

Monitoring of Wells – money moved into garbage & trash removal

Buildings & Ground – increased for basin work

Parks & Playgrounds – discussed increase in minimum wage for the seasonal employees

Construction, Plumbing, Building and Code Enforcement – increase by 2% for salary

Celebration of Public Events – if we decide to longer participate in Municipal Alliance, we will move the match money into this account. Council would like to increase this amount by \$1,000.

Street Lighting – increased

Heating Oil – decreased by \$500

Social Security – increased to \$2,600

LOSAP – increased to \$950 per qualifying member, there were 17 \$16,150.00

Capital Improvements – we need to discuss the purchase of the new truck and the project at this school

The City will do a capital ordinance to move forward with purchasing the new truck.

Nancy suggested we move the \$30,000 technology fee for the school into the capital improvement fund. This will give us the down payment needed.

Last year for the Bond Anticipation Note. The balance is \$100,000, plus our interest which is 2.5%.

Also, last year for our \$12,000 emergency fund. We will not have to raise that in next year's budget. This was for the revaluation.

We are down about \$95,000 this year.

Councilmember Riegel discussed putting a liquor license up for sale. This could be used to match a grant for the historical society.

Salary increases in the budget include the following positions:  
Municipal Clerk: 3.5%, Deputy Clerk: 3%, Public Works Laborer (Milton) 2.5%, Public Works Laborer (Giberson) 1.5%, Court Administrator 2.0%, Tax Collector 2.5%, Violations Clerk 2.0%, Construction/Building Inspector/Code Enforcement 2.0%

**RESOLUTIONS:**

**43-2020** Authorizing the Execution of an Agreement with The United States Department of Agriculture (USDA)

On the motion of Councilmember Bugdon, seconded of Councilmember Kurtz and carried.

**YES:** Allgeyer, Bugdon, Giberson, Kozlowski, Kurtz, Riegel, Wessler

**NO:**

**ABSENT:**

**ABSTAIN:**

**OPEN TO PUBLIC PORTION**

On the motion of Councilmember Bugdon, seconded by Councilmember Giberson and carried.

**CLOSED TO THE FLOOR FOR TOPICS FOR PUBLIC PORTION:**

Hearing nothing from the public, Councilmember Bugdon moved, seconded of Councilmember Kozlowski and carried to close the public portion.

**ADJOURNMENT**

On the motion of Councilmember Giberson, seconded of Councilmember Bugdon and carried to adjourn at 7:00 p.m.

Respectfully submitted,

Kimberly A. Campellone RMC  
Municipal Clerk