

CITY OF PORT REPUBLIC
6:00 p.m. January 31, 2022
BUDGET WORKSHOP &
SPECIAL CITY COUNCIL MEETING

Adequate notice of this meeting was given as required by the Open Public Meetings Act. On the motion of Council President Kozlowski, seconded by Councilmember Giberson and carried to close the workshop portion of the meeting.

COUNCILMEMBERS PRESENT: Steven Allgeyer, Doris Bugdon, Roger Giberson, Stanley Kozlowski

COUNCILMEMBERS ABSENT: Thomas Kurtz, Jacob Nass, Donna Riegel

MAYOR: Monica Giberson

MUNICIPAL CLERK: Kimberly A. Campellone, RMC

MUNICIPAL AUDITOR: Nancy Sbrolla, CPA, RMA

CHIEF FINANCIAL OFFICER: Jenna Kelly, CMFO (via phone)

Council President Kozlowski 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 Current Newspaper, a meeting notice setting for the time, date and locations of this meeting.

MOTION TO APPROVE JANUARY 2022 BILL LIST

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

YES: Allgeyer, Bugdon, Giberson, Kozlowski

NO:

ABSENT: Kurtz, Nass, Riegel

ABSTAIN:

MOTION TO PAY ALL SIGNED BILLS

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

YES: Allgeyer, Bugdon, Giberson, Kozlowski

NO:

ABSENT: Kurtz, Nass, Riegel

ABSTAIN:

BUDGET WORKSHOP:

Chief Financial Officer Kelly stated:

- The budget, at its starting point, is at a 6-cent increase.
- As of January 1st, our court was merged with the Central Municipal Court of Atlantic County. In 2021 we brought in \$9,285.98 so she estimated a revenue amount of

\$9,000 for 2022. Municipal Auditor Sbrolla added that we can only budget up to what we brought in the year previous.

- For interest and costs on taxes, we are budgeting for \$9,400.00. While we are looking into possibly switching banks, interest rates are low now.
- For interest on investments on deposits, we are budgeting for \$5,125.00. Again, interest rates are low.
- We are currently budgeting for a total amount to be raised by taxes for support of the municipal budget in the amount of \$654,617.41.
- The property sale, which was done in 2021, had increased our surplus amount by \$100,000.00.
- Salaries and wages are increasing as follows:
 - Municipal Clerk (Campellone) – 3.5%
 - Deputy City Clerk (Blevin) – \$5,000.00
 - Public Works Supervisor (Eisenhard) - \$2.00/per hour
 - Public Works Laborer (Ayers) – 3%
 - Chief Financial Officer (Kelly) – 3%
 - Tax Collector (DeSalvo) – 3.5%
 - Planning Board Secretary (Cantell) - \$60/per meeting & \$15/per hour
- The group insurance plan for employees will be lowered as there will be one less employee being covered.
- Emergency Management Services is being increased by \$1,000.00 to cover the hire of a part-time employee to do the work.
- Aid to volunteer fire company has been increased by \$5,000.00.
- Grant Writer has been increased by \$4,900.00.
- Garbage and Trash Removal has been increased by \$7,000.00 to cover the cost of the brush pile.
- Salaries and Wages for Parks and Recreation will be changed to reflect no change from 2021 to 2022 (amount budgeted being \$15,000.00).
- Street Lighting budget will be changed to \$34,000.00.
- Motor Fuel budget has increased by \$6,000.00. The new truck in Public Works does not use diesel, so costs have gone up.
- PERS contribution has increased by \$943.00.
- We have budgeted \$22,000.00 for the City's portion of the shared service court.
- Fire Fighter Equipment will be increased by \$12,000.00. This will be an increase for 2022 only.

Municipal Auditor Sbrolla stated:

- Our fund balance was roughly estimated at \$627,000 at the end of 2021.
- She started the budget with \$300,000 for 2022, but she is comfortable going up to \$325,000 knowing we will make that back.
- A penny is approximately \$11,600.00.
- We have a little over \$42,000.00 in Capital.
- With Council's approval, she changed the fund balance budgeted for 2022 to \$325,000.00. This puts us at a 1.1-cent increase. She does not feel the City can get away with another zero-cent increase.

- If we chose to do Capital Ordinances for any City projects (examples: dam, school, etc.) we can do them at any time during the year.

Mayor and Council thanked Municipal Auditor Sbrolla and Chief Financial Officer Kelly for all their hard work.

RESOLUTIONS:

42-2022 Authorizing the Execution of a Software Maintenance Agreement with BRT Technologies, LLC

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

YES: Allgeyer, Bugdon, Giberson, Kozlowski

NO:

ABSENT: Kurtz, Nass, Riegel

ABSTAIN:

OPEN TO PUBLIC PORTION

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

Bill Johnson, City Tax Assessor, stated that this year the City should have a decent amount of added assessment value with all the new homes being built. Also, he suggests that if Mayor and Council have any other properties they may want to sell, now would be a good time. The market is still good, and Port Republic is such a desirable area.

CLOSED TO THE FLOOR FOR TOPICS FOR PUBLIC PORTION:

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

ADJOURNMENT

On the motion of Councilmember Allgeyer, seconded of Councilmember Giberson and carried to adjourn at 6:35 p.m.

Respectfully submitted,

Kimberly A. Campellone, RMC
Municipal Clerk