

**CITY OF PORT REPUBLIC**  
**6:00 P.M. JANUARY 24, 2023**  
**SPECIAL CITY COUNCIL MEETING & BUDGET WORKSHOP**

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

**COUNCILMEMBERS PRESENT:** Roger Giberson, Eugene Hawn, Jacob Nass, Donna Riegel, Michael Turner

**COUNCILMEMBERS ABSENT:** Steven Allgeyer, Doris Bugdon

**MAYOR:** Monica Giberson

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

**ATTORNEY:** William Kaufmann, Esq. (left at 6:15 pm)

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

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

Council President Giberson 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 location of this meeting.

**MOTION TO APPROVE JANUARY 2023 BILL LIST**

On the motion of Councilmember Nass, seconded of Councilmember Turner and carried.

**YES:** Giberson, Hawn, Nass, Riegel, Turner

**NO:**

**ABSENT:** Allgeyer, Bugdon

**ABSTAIN:**

**MOTION TO PAY ALL SIGNED BILLS**

On the motion of Councilmember Nass, seconded of Councilmember Turner and carried.

**YES:** Giberson, Hawn, Nass, Riegel, Turner

**NO:**

**ABSENT:** Allgeyer, Bugdon

**ABSTAIN:**

**RESOLUTIONS:**

42-2023      Ratifying Adoption of Resolution 57-2021 Concerning Community  
Development Block Grant Program

*Councilmember Riegel never knew this money was coming out of the CDBG Grant. She stated, "I thought the CDBG grant money was earmarked for the Old Garage Project, I do not have anywhere in my notes that this money was coming out of the CDBG Grant". Council President Giberson questioned City Attorney Kaufmann if there are any constraints*

using the CDBG money. Attorney Kaufmann replied that the only constraints are what is in the application and grant. Council President Giberson stated at the next City Council Meeting they are going to discuss how to fund the Old Garage Project for the Heritage Society. Mayor Giberson and Councilmember Riegel have been working very hard on this project.

On the motion of Councilmember Turner, seconded of Councilmember Nass and carried. Councilmember Riegel stated that "I have to vote no because I promised the Heritage Society at every single meeting that they would get all this money. We had our hopes on this and since I didn't know about this and where this money was coming from, I have to vote no".

**YES:** Giberson, Hawn, Nass, Turner

**NO:** Riegel

**ABSENT:** Allgeyer, Bugdon

**ABSTAIN:**

43-2023      Awarding Contract to R. Maxwell Construction Co., Inc. for ADA  
Improvements to Port Republic Beach

On the motion of Councilmember Turner, seconded of Councilmember Nass and carried.

**YES:** Giberson, Hawn, Nass, Turner

**NO:** Riegel

**ABSENT:** Allgeyer, Bugdon

**ABSTAIN:**

44-2023      Authorizing Use of City Hall for School Board Special Election on March 14,  
2023

On the motion of Councilmember Nass, seconded of Councilmember Riegel and carried.

**YES:** Giberson, Hawn, Nass, Riegel, Turner

**NO:**

**ABSENT:** Allgeyer, Bugdon

**ABSTAIN:**

### **OPEN TO PUBLIC PORTION**

On the motion of Councilmember Turner, seconded by Councilmember Riegel and carried.

Kevin Wessler, Jr., 601 Chestnut Neck Road, questioned if by accepting CDBG funds for the ADA Beach Project, would that then not allow the City to put any restrictions in place in the future if we wanted to. He further explained that when Absecon City redid their bulkhead they had run into issues. Attorney Kaufmann responded that the ability to restrict access is not dependent on the source of funding. Councilmember Nass mentioned that we will now have to provide ADA compliant toilets at the beach. Council President Giberson stated that the City had looked into placing restrictions on the beach and that is something the City is unable to do. We do now have discounted beach tags for seniors and free beach tags for military families.

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

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

Attorney Kaufmann left at this time (6:15 pm).

**BUDGET WORKSHOP:**

Auditor Sbrolla explained the following:

- The budget, at its starting point, is at a 1-cent tax increase.
- The fund balance/surplus started in 2022 with \$627,000.00. They budgeted \$326,000.00 and brought in \$210,000.00. That left the fund balance at \$511,000.00 at the end of 2022.
- 1 penny is \$11,700.00.

Chief Financial Officer Kelly went over the budget with Mayor and Council, the following are changes from last year's budget:

- Salary & Wages Increases – 3.5% for full-time employees, \$2/per hour for Public Works Laborer Ayers, and 2.5% for part-time employees.
- Mayor & Council O&E increased by \$400.00.
- Finance Administration O&E increased by \$2,000.00 to account for additional expenses including the courier for the bank.
- Audit Expenses increased by \$1,750.00.
- Tax Assessment Administration O&E increased by \$500.00 for tax map revisions needed.
- Legal Services increased by \$3,000.00 to cover anticipated legal expenses.
- Liability Insurance increased by \$3,400.00.
- Group Insurance Plan for Employees decreased by \$6,000.00 since an employee opted out of health insurance.
- Public Safety Salary & Wage will be \$15,000.00. This is a new position going into 2023.
- Police O&E increased from \$4,000.00 to \$15,000.00. Councilmember Nass wants to ensure that the Public Safety Officer has sufficient funds to utilize State Troopers if needed and purchase other supplies.
- Emergency Management Services (\$4,000.00 for salary and \$3,400.00 for O&E) have been moved into the Police O&E account and will be zero for 2023.
- Grant Writer O&E increased by \$5,000.00.
- Garbage and Trash Removal O&E decreased by \$10,000.00. This is being decreased because we will not have to pay for chipping of the brush pile. The Fire Department plans to burn the pile as a drill at no cost to the City.
- Aid to Outreach decreased from \$2,000.00 to \$1.00. We have not used that account, so the \$1.00 will hold the account in case we need to transfer money in.
- Parks and Playgrounds Salary and Wages increased \$5,000.00. Every year minimum wage is being increased until it reaches \$15/per hour in 2024.
- Parks and Playgrounds Miscellaneous O&E increased \$5,000.00.
- Street Lighting increased \$1,000.00.
- Motor Fuel increased \$1,500.00. There should be savings with the City doing a shared service with Galloway, but with gas prices increasing we wanted to be sure to have enough budgeted.
- PERS increased by \$3,192.00.
- Social Security increased by \$1,000.00.

- DCRP is a new line item added. The budgeted amount will be \$650.00.
- Capital Improvement Fund decreased by \$5,000.00. This money would be used as a down payment if the City were to do a bond ordinance. This can also be used for any capital project.
- Office Equipment/Building Upgrades is a new line item added. The budgeted amount will be \$4,500.00. This will be to upgrade the Edmunds Computer program.
- Equipment/Buildings decreased by \$6,000.00.

Council President Giberson questioned the steps that will need to be taken if Council chooses to do a Bond Ordinance. Auditor Sbrolla responded that by doing a Bond Ordinance it would give the city the authorization to go out to debt, but we do not have to. We did this previously with the Public Works truck that was purchased. If we have the cash and the cash flow, we do not have to borrow the money. Whatever the City cannot fund, we would get a bond anticipation notice. If it is not paid by the end of ten years, then we would go into permanent debt or raise the money within the budget. This can be anytime during the year and two months are needed as it is an ordinance. Council President Giberson stated that he feels there are a couple things he feels we could use this for. One being the pole barn, the second being the old fire house.

We ended the budget workshop with a zero-cent tax increase.

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

### **ADJOURNMENT**

On the motion of Councilmember Riegel, seconded of Councilmember Giberson and carried to adjourn at 7:21 p.m.

Respectfully submitted,

Kimberly A. Campellone, RMC  
Municipal Clerk