

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY
SPECIAL BUDGET MEETING
March 14, 2012
5:00 pm**

A special budget meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance: **Mayor Arthur R. Puglia, Committeeman Sean Gable, Committeewoman Janice A. DiGiuseppe, CFO/Treasurer Joseph P. Monzo and Municipal Clerk Linda Semus.**

Mayor Puglia called the special budget workshop meeting to order at 4:30 PM followed by the following opening statement, Flag Salute and Moment of Silence:

“Adequate Notice” has been provided for this Special Meeting and has been posted on the Official Bulletin Board of the Township of Mansfield, noticed to the Burlington County Times on February 24, 2012 and filed with the Municipal Clerk of the Township of Mansfield, notice of which contained the date, time, place, and purpose of this meeting stating that formal action may be taken on any and all subjects involving Mansfield Township, as so noted in NJSA 10:4.-8(d), Amended 1981, by including Section 10:4-18 which addresses Regular Meeting of a Public Body, which is addressed under “Annual Notice”.

PRESENTATION OF BUDGET FOR 2011 as presented by **CFO/TREASURER JOSEPH P. MONZO**

Mr. Monzo stated that, approximately a month ago he had given a presentation to the Governing Body, and at this point we are required to introduce the budget by either March 9, 2012 or the next regular meeting thereafter. As the Committee changed their meeting to Tuesday this week, Mr. Monzo had a conflict and was unable to attend last evenings meeting. This introduction is the first formal process, done by Resolution, where we set forth what the spending will be for the year 2012 and will schedule a public hearing and possible adoption of the budget for April 11, 2012. A few highlights are as follows:

- * the total budget is \$6,697,000.00 which includes no layoffs, no furloughs;
- * includes Salary wage increases for union and non-union employees (said percentage he will not divulge);
- * an increase for the Mansfield Township First Aid Squad;
- * slight increase for the Mansfield Township Fire Department;
- * required debt service and pension payments;
- * health care payments for the employees, with a contribution from employees; based on the new health care law, in the amount of \$42,500.00 and that number will increase next year;
- * the local tax rate, based on this budget will be \$0.28 cents (last year \$0.23.9 cents). For homes valued at \$341,000.00 (which is the average assessment) will mean an increase in taxes to the residents of \$141.00, if this budget were to be adopted as introduced.

There are opportunities to make adjustments in this budget now or at the date of adoption. If we make any changes to the budget on something we decide or something the state makes us do, we may have to re-advertise depending on the nature of the amendment. If it doesn't require re-advertisement we can then adopt on April 11th.

Mayor Puglia asks if we are within our cap. **Mr. Monzo** said we are way under. In terms of Levy Cap, we are \$40,000.00 under the committed levy cap. We are significantly under the spending cap. **Mayor Puglia** asks about the high school or elementary school. Mr. Monzo believed the Regional school did not have an increase planned, but the grammar school had a slight increased planned. They both have meetings within the next several weeks. If they make any significant changes, it may change our reserve for uncollected taxes because we have to build our taxes and collect our taxes so if we have to pay them more than we thought we may have to change our budget a little bit, but nothing significant. **Mayor Puglia** asked about the school elections. Both schools voted to forgo until the General Election in November, so when they adopt their budgets, it will be adopted by their boards with no voter input.

Mr. Monzo further advised that there are two changes, since the last we spoke on budget...the new revenue for the shared services with the Springfield Court. We have revenue in the budget for \$86,250.00, based on 9 months of the contract for this year. On the spending

side, we have a shared service cost of \$37,025.00, which is the increase in salary for the staff, Judge, Public Defender and Prosecutor. The budget includes a higher revenue over the expenses. This number will grow when we have the full 12 months of the year. **Mr. Monzo** included a \$50,000.00 grant for Circulation Element under the Transportation and Community Development Initiative (TCDI).

Ms. DiGiussepe asked for clarity as whether there were anything included for Township Staff. **Mr. Monzo** stated yes for both union and non union. The percentage he will not discuss. The committee needs to advise what percentage they would like to do and if there is leftover than it goes back into budget and that is good. **Mayor Puglia** asked if non-union employees can get their increases once budget is adopted? **Mr. Monzo** stated they could get theirs tomorrow, if the committee so chooses.

Mayor Puglia asks for a motion to introduce the budget and set the public hearing and adoption under Resolution 2012-3-15 (Mr. **Monzo** reminds that hearing April 11, 2012 at 7:30 pm.

A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiussepe** to set public hearing and adoption of 2012 Budget. Motion carried by roll call vote.

AYES: GABLE, DIGIUSEPPE, PUGLIA

NAYS: NONE

ABSENT: HIGGINS, CLARK ABSTAIN: NONE

PUBLIC COMMENT

Mayor Puglia opened the public comment portion of the meeting. With no comments or questions, this portion was closed.

MAYOR AND COMMITTEE COMMENTS

MOTION FOR ADJOURNMENT

A motion was offered by **Committeewoman DiGiussepe** which was second by **Committeeman Gable** to adjourn. Motion carried.

RESPECTFULLY SUBMITTED:

LINDA SEMUS, RMC, CMR
Municipal Clerk

APPROVED: MARCH 28, 2012