

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
February 22, 2018
Special Meeting – 1:00PM**

The Special Meeting of the Mansfield Township Committee was held on the aforementioned date with the following in attendance: **Mayor Robert Higgins, Deputy Mayor Janice DiGiuseppe, Committeeman Sean Gable, Committeeman Michael Magee, and Committeeman Frederick Cain.** Also in attendance were **Municipal Clerk Linda Semus, Chief Financial Officer Joseph Monzo, and Deputy Treasurer Bonnie Grouser.**

Mayor Higgins called the meeting to order, followed by the following opening statement read by **Municipal Clerk Semus:**

Public notice of this meeting pursuant to the Open Public Meetings Act NJSA 10:4-6 to 10:4-21 has been satisfied. Notice of this meeting was properly given to the Burlington County Times and the Trenton Times, filed with the Clerk of the Township of Mansfield, posted on the official bulletin board at the Municipal Complex, filed with the members of this body and mailed to each person who has prepaid any charge fixed for such service. All of the mailing, posting, and filing having been accomplished as of February 13, 2018.

The above statement was followed by the Flag Salute and a moment of silence.

PUBLIC COMMENT

Mayor Higgins opened the floor to public comments. There being no comments, this portion of the meeting was closed.

BUDGET DISCUSSION

Mayor Higgins stated that the purpose of the meeting is to discuss the 2018 Municipal Budget.

CFO Monzo gave a brief overview of the budget process, including the implementation of State laws, fund balances and obligations, cost structures, and the role of taxation. Discussion ensued between Committee and support staff on future revenues and expenditures that will affect the current and subsequent budgets, including future contracts of sale, lease terminations, capital purchases, professional costs, and salary increases.

In regard to the increase of municipal taxes for the 2018 Municipal Budget, **CFO Monzo** explained that the local purpose property taxes totals approximately \$4.8 million dollars, which results in a local property tax rate increase from 47.1 cents to 47.3 cents, an increase of 2.26 cents. Mr. Monzo continued by stating that in order to effectuate a point change in the budget, the municipality must cut spending by and/or obtain additional revenues in an amount approximate to \$100,000. With the adjustment of the School Resource Officer figure, which would add a revenue of \$50,000, the property tax rate derived from the 2018 Municipal Budget will be decreased to 1.7 cents.

Mayor Higgins stated that he would like to find a way to keep the tax increase at or below 1 cent, and suggested that the township continue to examine ways to reduce the increase before official adoption. **Mayor Higgins** suggested that the adoption of the budget be delayed until the contract of sale for the former municipal complex is finalized, as that additional revenue will aid in reducing taxes. Township Committee agreed.

TOWNSHIP COMMITTEE COMMENTS

Township Committee thanked **CFO Monzo** and **Deputy Treasurer Grouser** for the preparation of the budget.

MOTION FOR ADJOURNMENT

A motion as offered by **Committeeman Gable** and seconded by **Committeeman Cain.** Motion carried. Meeting adjourned at 2:08PM.

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Caitlin Midgette
Deputy Clerk

Linda Semus, RMC, CMR
Municipal Clerk

Approved: April 5, 2018