

**PILESGROVE TOWNSHIP
JANUARY 5, 2007
AGENDA MEETING
MINUTES**

Mayor Bickford called the agenda work session meeting of the Pilesgrove Township Committee to order at 9:00 A.M. followed by the Pledge of Allegiance. Mayor Bickford stated that the meeting was in compliance with the New Jersey Sunshine Law, and the Clerk read the annual notice:

This meeting is called pursuant to the provisions of the Open Public Meetings law. This meeting of January 5, 2007 was included in a list of meetings notice sent to the Today's Sunbeam and the Elmer Times on January 3, 2007, posted on the bulletin board at the Municipal Building on January 3, 2007 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

Mayor Bickford advised that proper notice having been given; the Clerk is directed to include this statement in the minutes of this meeting.

Attendance: Ernie Bickford
 Ed Kille
 William Miller
 Ruth Moynihan, CFO

Construction Code Official John Holroyd entered the meeting to discuss his department budget for 2007. Mr. Holroyd feels that the \$5,000 OE is sufficient. The Township fee schedule should be reviewed to bring it up to date. Some fees are too low. Mr. Holroyd also expressed some concern regarding the long term employment situation of his technical assistant. The Clerk was directed to notice Marie Stubbins for the January 9, 2007 work session to discuss this with her.

Public Works Superintendent Russell English entered the meeting to discuss his department budget for 2007. Mr. English requested an overall budget increase of \$8,000. Mr. English stressed to Committee the importance of resuming the road oil and chip program, and recommended \$70,000 be budgeted for that project. Long term, Mr. English recommended the replacement of the oldest backhoe in service, and estimated the cost at \$70,000. The Township should also plan on replacing the small GMC truck with a 1 ton dump truck equipped with a plow. Mr. English estimates the cost of replacement to be \$50,000. The snow removal budget was discussed. There is currently a \$12,000 balance in the trust fund, and Ms. Moynihan recommended a 2007 budget of \$12,000 bringing the total available for snow removal to \$24,000. Mr. English advised that figure could be close, depending on the weather. The solid waste/landfill budget was discussed. Mr. English advised that the retaining wall at the Convenience Center needs to be repaired, and estimates the cost to be approximately \$10,000. With regard to other equipment, the small mower should be replaced with a 0 turn mower, and the cost of that equipment should be +/- \$8,000.

Emergency Management Coordinator Joe Gebely entered the meeting to discuss his department budget. Mr. Gebely feels that the \$500.00 OE is sufficient. Mr. Gebely advised that he is investigating various sources for a generator for the Municipal Building.

CFO/Tax Collector Ruth Moynihan addressed Committee with regard to the budgets of both of her departments. Ms. Moynihan recommended that the budgets for both departments remain the same as 2006.

Discussion took place on the increasing amounts being spent for professional services. There is no central point of contact, and each department contacts the engineer and attorneys as needed. Motion made by Kille, 2nd by Miller to authorize the Township Administrator to advise all Departments that effective immediately, expenditures for professional services must be approved before contacting the professional. Ayes all

Further discussion recommended a meeting with the Township Attorney, Engineer and Planner to develop a strategy to manage these fees and services. The Clerk was directed to coordinate the meeting.

The agenda for the regular Township meeting on January 9, 2007 was reviewed.

Motion made by Kille, 2nd by Miller to open the public comment portion of the meeting. Ayes all. There being no public comment, motion made by Kille, 2nd by Miller to close the public comment portion of the meeting. Ayes all.

Motion made by Bickford, 2nd by Miller to adjourn at 11:35 AM. Ayes all.

Maureen R. Abdill, Clerk