

BOROUGH OF PARK RIDGE
MAYOR AND COUNCIL MEETING

SPECIAL WORK SESSION

March 7, 2012
7:00 P.M.

Present: Council members; Galdi, Bosi, Kilmartin, Oppelt, Council
President Misciagna and Mayor Maguire

Absent: Councilman Hopper

Also Present: Jeff Bliss, Borough Auditor
Colleen Ennis, CFO
Kelley O'Donnell, Borough Clerk/Administrator

**Mayor Maguire the compliance statement as required by the Open Public Meeting Act,
P.L. 1975, Chapter 231.**

- Councilman Bosi advised those present that Mayor Maguire, Commissioner Misciagna and he had met with Chief Madden to review the Police Department cuts. At the conclusion of the meeting there was minimal change to the cuts.
- Councilman Bosi further advised that the Finance Committee had met with Pete Wayne, DPW Supervisor to discuss his department budget cuts.
 - Councilman Bosi advised the Council that there was a risk associated with cutting the Road Department Overtime and road material; it may be needed at year end.
 - C. Ennis advised that the road department budget may need to be bumped up again in 2013.
 - Councilman Bosi discussed with those present increasing the Road Department budget to hire casual labor in the summer; two college kids.
 - With summer help P. Wayne will be able to maintain 3 crews through the summer during vacation time
 - Mayor Maguire advised that K. O'Donnell had suggested an "Adopt a Park" program, and he thought it was a good idea.
 - Mayor Maguire stated that he would like to have additional discussions on that matter
 - Council President Misciagna stated that anything we could do would be a help
 - Council discussed adding \$10,000 to the Public Works budget for summer help
 - Council discussion on asking the DPW to do more work with less; such as Pedestrian Footbridge, Walkway and Fairview Avenue Trail
 - Councilman Galdi advised that there is a lot of maintenance that needs to be done prior to the town picnic

- Mayor Maguire advised those present that work had begun on the Pedestrian Bridge and walkway the day before
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- Councilman Galdi advised those present that the Fire Department budget is very tight, it is the leanest it has been in years
- Councilman Bosi advised that the Borough pays the bill for the Fire Department physicals
 - He further advised that they had asked the PRFD physician Dr. Levine to bill through the members insurance and the Borough will reimburse the co pay
- Council discussion on the PRFD's concerns about PR1
 - Councilman Bosi advised those present of the call out process for the PRFD
 - PR1 responds to all mutual aid calls in addition to vehicle fires and brush fires
- Councilman Bosi asked if any of the liaisons had heard from any other departments or committees
 - Council President Misciagna stated that Chief Madden was not happy with the idea of a hybrid vehicle
 - He feels further investigation is required
 - K. O'Donnell discussed with those present the need for a web master
 - Demands are getting too great for the employees that have been working on the web site since it was launched
 - K. O'Donnell advised if the Borough could hire someone to assist with the high demands of certain committees and departments and at busy times of the year such as reorganization it would be helpful and the web site would be kept "fresh"
 - Mayor Maguire advised that he had spoken to Montvale's Mayor Fyfe
 - Montvale pays their web master \$5,000
 - Councilman Galdi suggest Scott Kreisler of the Technology committee as a web master candidate
 - Councilman Oppelt asked if there was a resident that is also a web master that would be interested in doing it in return for advertising on PKRG-TV
 - Council discussion on hiring individual as a consultant
- Councilman Bosi reviewed with those present the options the Borough had in purchasing or leasing police vehicles
 - Purchase outright or 3 year lease with purchase of \$1 at lease end
- Jeff Bliss advised those present that they needed to review the car replacement program
 - He suggested if one car is going to be replaced each year, than he would advise outright purchase
 - Council discussion on transferring of equipment
 - Council discussion on vehicle inventory
- Council discussion on a tax point equals \$162,891
- Councilman Bosi advised that the Finance Committee had budgeted \$50,000 for tax appeals

- Mayor Maguire advised that the number should probably be increased to \$80,000
- Council discussion on the Utility funding an additional \$30,000 to increase the budget for tax appeals
- Council agrees to add the additional \$30,000
- C. Ennis advised that she and K. O'Donnell had met with George Heller and Dr. Balentine to discuss the 2012 Library budget
 - C. Ennis stated that the reduction in the library funding was discussed
 - 1/3 mil is based on assessments
 - Borough's assessments were reduced
 - C. Ennis further advised that she had inquired as to the status of the application with the State Library Board for turning over the surplus to the Borough
 - Jeff Bliss advised the Mayor and Council that it is their responsibility to ask the Library for it
 - He further stated that the Mayor and Council can make them file the application
 - Further discussion that the Library is permitted to hold 20% over their operating budget
 - Mayor Maguire stated that he will sit down with them
 - Mayor Maguire stated that he will discuss the ability to reduce taxes by paying off tax appeals
- Council discussion on the Budget Newsletter timeline
- Councilman Bosi distributed the 2012 Capital Budget requests
 - C. Ennis advised that she had prepared a wish list form the department requests
 - The only thing removed was the fire truck
 - C. Ennis further advised that if the Borough was to fund the requests, the total would be \$993,045
 - Combination of fully funded items and bonded items
 - Council discussion on the addition to the Borough's debt
 - Council discussion that approximately \$1 million was spent in 2011
 - Council discussion on the cost of a new garbage truck \$130,000 – 170,000
 - Mayor Maguire recommends the Council back into a number
 - What are they comfortable with in debt
 - Council discussion on total amount of debt
 - \$11.8 million, does not include loan on Mill Pond Dam
 - Spreadsheet was distributed
 - \$3.86 million BAN principal not included
 - Mayor Maguire stated that he would like to see the road program
 - Borough spent \$400,000 in 2011
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- Mayor Maguire advised those present that the Borough is permitted by law to have 3.5% of equalized value in debt
 - Mayor Maguire stated that he would like to know where Park Ridge is compared to other towns

- Jeff Bliss advised that the debt will continue to go up if the Borough makes improvements
- Council discussion on 2012 Road program
- Council discussion on PRFD radios and current life
- Council discussion on Road Department requests
- Council discussion on purchase of new garbage truck, would like to discuss with Utility Board
- Council discussion on Buildings and Grounds requests
- Recreation Committee Shed and lights
- High Density file cabinets – have been discussed for five years
- Borough Hall upgrades
- Mayor Maguire stated that he feels money needs to be spent on the Borough Hall
 - Possibility of free paint from Benjamin Moore

- Council discussion on Police Department requests
 - Chief madden requested a Tahoe, he was asked to consider the Explorer “Interceptor”
- Council discussion on “pay as you go” philosophy as opposed to bonding
- Council discussion on Capital Improvement funds as opposed to Capital Reserve
- Council discussion on 2 cars for the PRPD
 - Fund one car from the anticipated revenue from outside duty and capital reserve
 - Fund the other car through the operating budget
 - Council discussion on plan to purchase one car a year

- High Density File Cabinets fund through Capital Reserve
- Borough Hall upgrades – Capital Reserve

- Council discussion on Capital Improvement Bond - \$503,000
 - 5% down - \$25,150
- Fully funded capital - \$81,219
- Total for 2012 -\$106,369

- Jeff Bliss advised that this would be the Budget line item

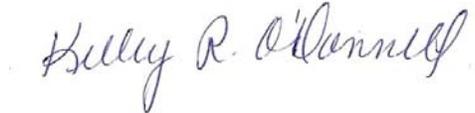
- Councilman Bosi asked Jeff Bliss to prepare 2 page budget document with 3.5-3.6%
 - Tax increase of approximately \$80 on average assessed home

- Finance Committee met with Jeff Bliss earlier this evening to discuss consolidating short term debt
 - Application needs to go to the Local Finance Board
 - Discussion on a rate of 1.8% - savings of \$140,000
- Jeff Bliss advised that he needs Mayor and Council authorization to file application to refinance to save money
 - All present agree

- Council discussion on increasing tax rate to help rebuild the surplus
 - Increase of 3.8% would equal approximately \$95 increase on the average assed home
 - Would generate an additional \$58,000
- Jeff Bliss advised that he could scale back on the revenues
 - Recommendation to take out the miscellaneous revenues of \$28,000

Work Session adjourned at 9:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelley R. O'Donnell".

**Kelley R. O'Donnell, RMC
Borough Clerk/Administrator**