

APPROVED: July 17, 2023

WEST WINDSOR TOWNSHIP COUNCIL
BUDGET SESSION #3
March 21, 2023

CALL TO ORDER: President Mandel called the meeting to order at 10:00 a.m.

ROLL CALL: Gawas, Geevers, Mandel, Stevens, Whitfield

STATEMENT OF ADEQUATE NOTICE

This is to advise that the notice requirement provided for in the "Open Public Meetings Act" has been satisfied. Notice of this meeting was properly given and transmitted to The Times and Princeton Packet; filed with the Clerk of the Municipality; and posted in the West Windsor Township Municipal Building at North Post and Clarksville Roads on, March 3, 2023.

ATTENDEES: President: Mandel; Council: Gawas, Geevers, Stevens, Whitfield; Business Administrator: Schmid; Chief Financial Officer: Mauder; Health Officer: Swanson; Township Clerk: Huber

SALUTE TO THE FLAG

Ms. Huber led the salute to the flag.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Division of Health

Ms. Swanson introduced herself and reviewed the services provided not only to West Windsor by her office, but also to Robbinsville and Hightstown through shared services agreements which expire in 2024. She advised the services they perform are mainly mandated by State Statute under Public Health Practice Standards for Local Boards of Health in New Jersey. Ms. Swanson noted in 2022 the Department continued COVID 19 responses holding 71 clinics and 72 homebound visits. She reviewed the various other duties the department did during 2022 in relation to COVID 19. Ms. Swanson advised grant funding was again approved for 2022 for the pandemic response which included two grants and these grants continue through 2024. She reviewed other items the department performed throughout 2022. Ms. Swanson advised in 2023 the department will continue to monitor

COVID 19 throughout the communities. She advised they will continue to work on their goals from 2022 into 2023. Ms. Swanson noted they will continue to work with their many partners who were established during COVID. She advised they are working on health outreach and just had their first program at the Senior Center which focused on nutrition. Ms. Swanson noted the new generator will be installed this year and then the vaccine stored off-site at the Princeton Junction Volunteer Fire Company can be moved over. She advised they are working on a succession plan for ease of transition in the next few years. Ms. Swanson reviewed additional grants the department has received.

Ms. Swanson advised the Health Department operating budget is flat this year. She noted under her Health Department Capital budget she has a vehicle hope will be an electrical vehicle.

Discussion between Council and Ms. Swanson occurred regarding the purchase of an electric vehicle and the installation of a charging station.

Ms. Swanson reviewed the new housing department budget and the intent of the law which has been requested due to a State mandate for lead based paint inspections in rental dwelling units.

A short discussion ensued between Council and Ms. Swanson on how this program would work.

Mr. Mauder advised the Other Expenses Budget for this department will be \$109,100.00 with \$25,000.00 allocated in salaries and wages for a part-time employee for a total budget of \$134,100.00.

Revenues, Fund Balance, Cap Ordinance, Local Exam

President Mandel requested review of the increases and decreases within the budget.

Mr. Mauder advised the total increase over last year was 15.78% or \$6.9 million. He noted this is the largest increase in his 20 years with the Township. Mr. Mauder reviewed the increases as follows:

- Group Health Insurance increased by 23.50% in 2023. He noted changes in the past three previous years as follows: 2020 -0.46% increase; 2021 -5.00%; and in 2022 a zero percent increase. Mr. Mauder advised if you average this over the past four years it comes to 18.04% or an average of 4.51% per year.
- PERS/PFRS increase of 6.77%
- New Positions in the budget increase of 5.03%
- Planning Board Litigation increase of 3.91%
- Grant increase of 3.64%
- Affordable Housing operating increase for litigation of 1.45%

All these increases add up to a 3.3% increase or \$1,442,822.30.

CAP Bank

Mr. Mauder reviewed cap banking for this year's budget. He advised the day has come when the Township needs to use the "banked" funding and thanked members of Council for passing the Cap Bank Ordinance every year.

Revenues

Mr. Mauder reviewed the revenues showing the differences between 2022 and 2023.

Mr. Stevens inquired about the decrease in cable franchise fees.

Mr. Mauder advised this has been going down each year due to residents using streaming versus cable television.

Mr. Mauder advised the largest revenue increase used for this year's budget is Fund Balance at \$9,425,000.00.

Mr. Mauder advised the Township received additional funding for Municipal Aid Relief last year of \$114,240.94 which was received after the 2022 budget was approved and the State has allowed this to be placed in the 2023 budget. He reviewed the Uniform Construction Code fee increases and the anticipated revenue for 2023. Mr. Mauder advised a new fee ordinance is being worked on

by the Construction Code Official and will be presented to Council later this year for review and approval.

Mr. Mauder advised the Health Department was able to receive another grant for this year in the amount of \$260,236.00. He noted the American Rescue Plan Funds have been placed in the budget in the amount of \$2,919,729.33 to be used for sewer improvements in the capital plan.

Local Exam

Mr. Mauder advised the Township is under local exam this year for the budget and Introduction of the budget is scheduled for April 10th with the Public Hearing scheduled for May 22nd.

Mr. Mauder noted the draft bond ordinance will be distributed to Council for review prior to being placed on an agenda for approval.

Wrap-Up

Mr. Mauder noted the following changes to the capital budget for 2023:

- Move sprinkler for West Windsor Volunteer Fire Company in the amount of \$175,000.00, into 2023 from 2024 capital program
- Add additional \$20,000.00 for Crosswalk Improvement Program for a total of \$40,000.00

President Mandel will send additional language to Ms. Huber for Crosswalk Improvement Program.

Mr. Mauder reported he has been made aware our State Aid has increased by \$15,138.00 this year. He requested approval to insert this amount into this year's revenue and to increase the capital improvement line item as well by this amount to cover the down payment needed for the capital bond ordinance additional items.

Mr. Mauder requested approval to make the change to the new housing budget and move \$25,000.00 from other expenses to salary and wages.

Mr. Mauder advised the proposed tax rate is a zero increase for a tax rate for 2023 of \$.0428.

PUBLIC COMMENT

Mr. John Church, 11 Princeton Place, provided his opinion on the housing department. He thanked everyone for all the hard work they do on the budget.

Ms. Sylvia Ascarelli, 27 Melville Road, thanked Council for the additional funding for pedestrian safety.

CLOSED SESSION (IF NEEDED)

Motion to go into closed session: Stevens
Second: Gawas

Ms. Huber read the closed session resolution into the record:

Whereas, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

Whereas, the Township Council of West Windsor Township has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

Whereas, the regular meeting of this Township Council will reconvene; and

Whereas, the below stated subject matter shall be made available at such time as the issues discussed therein are resolved and its disclosure would not subvert any particular exception for convening a closed session.

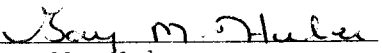
Now, therefore, be it resolved that the Township Council of the Township of West Windsor will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12: For the discussion of potential litigation, contract negotiations and updates on current litigation as necessary.

Meeting reconvened at: 12:29 p.m.


ADJOURNMENT

Motion to adjourn: Gawas
Second: Stevens
VV: All approved

The meeting was adjourned at 12:29 p.m.



Gay M. Huber
Township Clerk
West Windsor Township



Andrea Mapdel
Council President
West Windsor Township