

**BUDGET WORKSHOP MEETING MINUTES**  
February 12, 2019 at 6:30 pm

A regular meeting of the Mayor and Council of the Borough of Bradley Beach was held in the Meeting Room, 701 Main Street, Bradley Beach, New Jersey on the above date.

**CALL TO ORDER**

Mayor Gary Engelstad opened the meeting with a salute to the flag.

Sunshine Law

The meeting has been noticed publicly according to the Open Public Meetings Act requirement for the "Annual Notice", and posted on the official bulletin board.

**ROLL CALL 6:30 pm**

Present: Council: Weber, Goldfarb, Bonnell (via phone) Cotler  
Mayor Engelstad  
Borough Attorney Marguerite Schaffer  
Municipal Clerk/Administrator Kelly Barrett  
Gail Krzyzczuk, Chief Financial Officer/Tax Collector  
Biagio Cofone, Superintendent of the Department of Public Works

Mayor Engelstad stated, the Budget Workshop we will begin by discussing the 2019 Sewer Budget and referred to the budget work sheets provided by the Chief Financial Officer. He continued that there would be no increase in 2019 sewer fees. The sewer budget maintains a healthy surplus and the surplus is utilized to payoff sewer improvement projects. The salaries of the Sewer Operator and Sewer Collector are paid 100% out of the sewer budget and 25% of additional salaries are paid out of the sewer budget. He turned the discussion over to Ms. Krzyzczuk, Chief Financial Officer and Mr. Cofone, Superintendent of the Department of Public Works (DPW).

Ms. Krzyzczuk stated that Mr. Cofone was requesting an increase in the sewer line maintenance line.

Mr. Cofone stated that the request was made to address the sewer lines on Main Street which were in the need of a complete cleaning.

Mr. Cofone requested that the budgeted amounts in 2018 continue in 2019 for the following:

- Cleaning Wet Wells: the wells need to be cleaned more frequently and will also address the odor emanating from the sewer plant.
- Chemical Supplies: the chemicals are used during the cleaning of the wet wells.

A conversation ensued regarding budget line items where no funds had been expended in 2018 and funds were continued to be appropriated for 2019. Ms. Krzyzczuk stated that she was still finalizing the figures and the bills may have been applied to the wrong line item.

Councilman Bonnell suggested lining the sewer pipes while the borough is repaving roads in order for the lines to function more effectively.

Councilman Cotler mentioned a line item "Street Sweeper" and suggested purchasing signs prohibiting parking on alternate sides for the street sweeper.

Mayor Engelstad stated that we would move on to the Beach Budget and provided information on the current financial status of the beach budget. The borough has had back to back years of not reaching the anticipated budget amounts due to poor weather. He advised that this impacts the borough initially by not collecting the anticipated revenue and secondly by only being able to budget the following year for what was collected the previous year. He commented that unfortunately we will not be able to appropriate funds in 2019 for Beach Capital Improvements.

A conversation ensued regarding various line items in the beach budget. The increase in tipping fees was discussed and Ms. Krzyzczuk stated that the fees come out of the beach and current fund budgets. She mentioned that she had been contacted by a few condominium associations requesting reimbursements on their tipping fees. As per Ordinance 286, the associations may request reimbursement once they supply invoices which indicate specific disposal amounts at their location. The Council expressed concerns regarding the increase and Ms. Schaffer will be reviewing the ordinance.

#### **PUBLIC COMMENT**

Alan Gubitosi, 615 Fourth Avenue, had questions regarding the expenditures versus revenues. He suggested a mechanism be put in place for a total figure of expenditures which would reduce the number of line items.

Ms. Krzyzczuk responded that she was working with the auditor to finalize the revenue and expenditure figures. She continued that when submitting the budget the state requires total budget figures of Operating Expenses and Salary & Wages. The borough relies on line items to keep track of spending within the departments.

John Naples, 1009 Ocean Avenue, questioned where the golf course rent was located in the beach budget.

Ms. Krzyzczuk, responded that the golf course rent is listed under concessions and 50% is listed in the beach budget and 50% is listed in the current fund budget.

Engelstad/Goldfarb moved to adjourn

ADJOURN 7:30 PM

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KELLY BARRETT RMC, CMR  
Municipal Clerk/Administrator

