

*MINUTES OF A SPECIAL MEETING - BUDGET WORKSHOP February 1, 2012*

**1. CALL TO ORDER**

Mayor Bischoff opened the meeting at 6:11 p.m.

**2. FLAG SALUTE**

- 3. ROLL CALL** - Present: Matt Severino, Frank Mazza, Bruce Hirt, Michel McBride, William Bischoff, Robert Swisher, Auditor, Grace Brennan, CFO and Ella M. Ruta, Township Clerk, were also present.

Sunshine Law Announcement – Adequate notice of this special meeting of the Union Township Committee has been provided in accordance with the “Open Public Meetings Act” by electronic mail to the Hunterdon Democrat and Courier News; and by posting such notice on the bulletin board in the Municipal Building and by filing a copy of the notice with the Township Clerk.

**4. PURPOSE OF THE MEETING**

- a. Discussion of 2012 Municipal Budget
- Mayor Bischoff distributed “UT Budget Idea List for 2012” to be used as a guiding principle for budget discussion.
- CFO Brennan presented the Committee with 2<sup>nd</sup> draft of the budget document that includes the revenue side. She said that the changes proposed at the previous budget meeting are incorporated in the 2<sup>nd</sup> draft.
- Mr. Swisher gave a very brief overview of the 2012 budget. He said that at this point the budget stands at only 1.2 cents that is about eighty thousand dollars over the levy cap. Mr. Swisher stated that as far as the 2012 budget, the Township is in good shape because of the steps and precaution taken in previous years. The discussion included use of surplus, state aid, deferral of school taxes, capital budget and matters that would make an impact on the final budget.
- Mr. Bischoff stated that his goal personally this year, as in prior years, is a zero net increase to the 2012 budget. Mr. Swisher talked about various approaches and possible solutions to Committee questions. Ultimately, he said it is the Committee who will make final decisions before the 2012 budget is approved. Mr. Swisher answered all questions from the Committee with regard to the budget.
- Mr. Swisher went over the revenue side of the budget line by line explaining each line in detail. .

**5. PUBLIC COMMENTS – None**

- 6. ADJOURNMENT** – There being no further business to come before the Township Committee at this time, Mr. Severino made a motion to adjourn. Mr. Mazza seconded the motion. Motion carried by unanimous favorable roll call vote.

Meeting adjourned at approximately 7:09 PM

Respectfully submitted,

Ella Malecki Ruta, RMC  
Municipal Clerk