

Special Council

Meeting

December 21, 2010

Minutes of a Special Council Meeting of the
Borough Council held at 7:30 P.M. on
Tuesday, December 21, 2010, in the Council
Chamber, Hillsdale, New Jersey.

The meeting was called to order by
Mayor Arnowitz who led the Salute
To the Flag.

ANNOUNCEMENT OF MEETING

This Special Meeting of the Borough Council of the Borough of Hillsdale was called pursuant to the provisions of the Open Public Meetings Act. In addition, copies of the notice were posted on the bulletin board in the Municipal Building and filed in the office of the Municipal Clerk.

The fire exits are located through the double doors to your left. Proceed through the lobby and exit the building either right or left. Please silence all cell phones and pagers.

ROLL CALL:

Mayor Arnowitz called the roll those present being as follows: Councilmembers DeJoseph, Frank, Hanlon, Schiavone and Weinstein. Absent: Councilmember Giancarlo.

RESOLUTION:

10165 Transfer of Funds was introduced by Councilmember Hanlon, seconded by Councilmember Weinstein.

Councilmember Frank referred to the Board of Health Salaries & Wages and the changes that were made regarding the staffing level and said we need a better method of controlling this in the future. Departments cannot change their staffing levels without more visibility and approval. We had a retirement in the Board of Health and we replaced that person who then decided they would like to stay on and work additional hours which were not budgeted.

Councilmember Hanlon said it was her understanding that the nurse

would have four hours.

Borough Administrator Polce said Councilmember Frank was correct. There were additional hours which were expended. They now know they must adhere to specific guidelines.

Councilmember DeJoseph said the problem was it should have been noted mid-year that the Board of Health was going to be over budget and should have been monitored and controlled.

Borough Administrator Polce disagreed because a lot of these things don't begin to surface until the end of the year. It frequently happens in a municipality that you have to have a transfer of funds at the end of the year. Some of these items surface in October and November so it was more pertinent that it happened now as opposed to anytime earlier. This did not occur in the second quarter of the year.

Councilmember Frank noted that the Planning Board had expenses for legal fees of \$6000 and asked how the Council is apprised of this during the year so that we are aware.

Mayor Arnowitz said he was notified before he became Mayor in a passing conversation with the Planning Board President. When he became Mayor, he was officially notified. This was caused by applications, appeals, court, etc. that the Planning Board Attorney had to work on and the Planning Board Chairman was aware they would be going over budget but did not know how much. The case was only finalized in October.

Councilmember Frank said our CFO can generate a report out of our system by identifying revenue and expense items and during the year something can be created where we can pick up variances and controllable expenses. We need to create the format so that the Council gets visibility every month.

Mayor Arnowitz said this would not be visible because it was just billed. We transfer money in January because bills come in late and the Planning Board's check to their attorney is just going out now.

ROLL CALL VOTE:

Ayes: Councilmembers DeJoseph, Frank, Hanlon,
Schiavone and Weinstein

Nays: None

Absent: Councilmember Giancarlo

(SEE COPY OF RESOLUTION AFFIXED HERETO)

GENERAL PUBLIC HEARING:

Mayor Arnowitz opened the meeting to the public and then closed the meeting to the public.

Mayor Arnowitz wished everyone a Merry Christmas and a safe holiday season.

ADJOURNMENT

A motion to adjourn was made by Councilmember DeJoseph, seconded by Councilmember Frank and unanimously carried.

12-21-10

—

Robert P. Sandt, RMC
Borough Clerk

APPROVED AS PRESENTED

Robert P. Sandt, RMC
Borough Clerk