

**WILLINGBORO TOWNSHIP "SPECIAL" COUNCIL MEETING AGENDA
March 29, 2022**

To Join Zoom Meeting.

1. Type in the address bar: <https://zoom.us>
2. Click "Join Meeting" on the top menu bar
3. Meeting ID: 953 6953 7139
4. Password: 531748

5:00 PM
Call to order
Roll Call
Flag Salute
Statement

WORKING BUDGET DISCUSSION WITH DEPARTMENT DIRECTORS

- Finance
- Clerk
- Manager
- MISC

PUBLIC COMMENT

COUNCIL COMMENT

ADJOURNMENT

ALL BUSINESS ITEMS ARE TENTATIVE, PENDING THE REVIEW AND APPROVAL OF THE
LAW DEPARTMENT

Range of Budget Accounts: 2-01-20-120-000-020 to 2-01-20-120-100-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
TOWNSHIP CLERK OTHER EXPENSES:									
2-01-20-120-000-020									
TOWNSHIP CLERK Awards & Dues									
2-01-20-120-000-021	2,000.00	2,000.00	800.00	500.00	500.00	2,500.00			0.00
	325.00	150.00	350.00	175.00	2,336.00				
Note:	Dues for Municipality, Planning and zoning Board								
TOWNSHIP CLERK Travel Expense									
2-01-20-120-000-022	800.00	800.00	900.00	400.00	400.00	400.00			0.00
	291.28	0.00	0.00	0.00	21.00				
Note:	Hotel stays for clerk office staff								
TOWNSHIP CLERK Office Supplies									
2-01-20-120-000-023	1,000.00	2,000.00	2,000.00	1,000.00	0.00				0.00
	958.00	1,604.73	63.96	79.55	275.60				
TOWNSHIP CLERK Printing									
2-01-20-120-000-024	2,500.00	2,500.00	2,500.00	1,500.00	6,000.00	3,000.00			0.00
	1,016.00	2,279.95	1,478.32	2,971.03	1,132.00				
Note:	Dog tags, municipal directory, business cards, local gov't ebooks								
TOWNSHIP CLERK Advertising									
2-01-20-120-000-027	8,000.00	10,000.00	15,000.00	12,000.00	15,000.00	15,000.00			0.00
	8,977.26	5,640.62	22,290.14	5,437.46	9,233.34				
Transfers	0.00	0.00	0.00	5,000.00	0.00				
Note:	Burlington County Times-Ads								
TOWNSHIP CLERK Training									
2-01-20-120-000-028	4,000.00	3,000.00	3,000.00	4,000.00	4,000.00	4,000.00			0.00
	2,082.00	2,292.62	3,302.00	3,628.00	790.26				
Note:	Training of staff, CEUs, clerk courses/clsses								
TOWNSHIP CLERK OFFICE EQUIPMEN									
2-01-20-120-000-107	500.00	1,000.00	1,000.00	0.00	0.00	7,000.00			0.00
	244.98	0.00	86.31	0.00	71.37				
Note:	Alert Bolot Systems								
TOWNSHIP CLERK Contractual									
2-01-20-120-000-132	8,000.00	2,500.00	6,000.00	3,000.00	17,000.00	17,000.00			0.00
	2,096.90	5,828.72	2,831.85	7,644.13	13,561.42				

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	***** 2022 ***** Admin. Recmnd	Budgeted	%PY
Note: Granicus, Munidex & Konica									
TOWNSHIP CLERK Equip Repair									
2-01-20-120-000-151	500.00 0.00	500.00 0.00	500.00 0.00	0.00 0.00	0.00 0.00				0.00
TOWNSHIP CLERK Misc									
2-01-20-120-000-299	600.00 75.00	600.00 0.00	500.00 42.00	100.00 78.80	100.00 229.56				0.00
Control Total	27,900.00 16,066.42	24,900.00 17,796.64	32,200.00 30,444.58	22,500.00 20,013.97	43,000.00 27,650.55	48,900.00	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	5,000.00	0.00				
Extd Total	27,900.00 16,066.42	24,900.00 17,796.64	32,200.00 30,444.58	22,500.00 20,013.97	43,000.00 27,650.55	48,900.00	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	5,000.00	0.00				
TOWNSHIP REGISTRAR OTHER EXPENSES:									
2-01-20-120-100-020									
TOWNSHIP Registrar Awards & Dues									
2-01-20-120-100-021	100.00 0.00	200.00 0.00	200.00 50.00	100.00 200.00	200.00 50.00	200.00			0.00
Note: Dues for professional org/associations									
TOWNSHIP Registrar Travel Expense									
2-01-20-120-100-022	200.00 137.00	300.00 137.00	300.00 0.00	0.00 0.00	0.00 0.00				0.00
TOWNSHIP Registrar Printing									
2-01-20-120-100-024	2,000.00 1,609.02	3,000.00 0.00	500.00 1,872.97	0.00 790.00	1,000.00 514.50	1,000.00			0.00
Note: certified papers for birth/death certficates									
TOWNSHIP Registrar Training									
2-01-20-120-100-028	500.00 615.00	2,000.00 355.00	1,000.00 557.00	650.00 110.00	650.00 146.00	650.00			0.00
Note: staff training									
TOWNSHIP Registrar EQUIPMENT									
2-01-20-120-100-107	0.00 244.98	2,000.00 0.00	500.00 0.00	1,000.00 0.00	500.00 50.40	500.00			0.00
Note: embossers									

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		Budgeted	%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd		
TOWNSHIP Registrar Miscellaneous									
2-01-20-120-100-299	0.00	0.00	100.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	75.00				
Control Total	2,800.00	7,500.00	2,600.00	1,750.00	2,350.00	2,350.00	0.00	0.00	0.00
	2,606.00	492.00	2,479.97	1,100.00	835.90				
Extd Total	2,800.00	7,500.00	2,600.00	1,750.00	2,350.00	2,350.00	0.00	0.00	0.00
	2,606.00	492.00	2,479.97	1,100.00	835.90				
Department Total	30,700.00	32,400.00	34,800.00	24,250.00	45,350.00	51,250.00	0.00	0.00	0.00
	18,672.42	18,288.64	32,924.55	21,113.97	28,486.45				
Transfers	0.00	0.00	0.00	5,000.00	0.00				
CAFR Total	30,700.00	32,400.00	34,800.00	24,250.00	45,350.00	51,250.00	0.00	0.00	0.00
	18,672.42	18,288.64	32,924.55	21,113.97	28,486.45				
Transfers	0.00	0.00	0.00	5,000.00	0.00				
Budgeted Total	30,700.00	32,400.00	34,800.00	24,250.00	45,350.00	51,250.00	0.00	0.00	0.00
	18,672.42	18,288.64	32,924.55	21,113.97	28,486.45				
Transfers	0.00	0.00	0.00	5,000.00	0.00				
Non-Budget Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	30,700.00	32,400.00	34,800.00	24,250.00	45,350.00	51,250.00	0.00	0.00	0.00
	18,672.42	18,288.64	32,924.55	21,113.97	28,486.45				
Transfers	0.00	0.00	0.00	5,000.00	0.00				
Year Total	30,700.00	32,400.00	34,800.00	24,250.00	45,350.00	51,250.00	0.00	0.00	0.00
	18,672.42	18,288.64	32,924.55	21,113.97	28,486.45				
Transfers	0.00	0.00	0.00	5,000.00	0.00				

Range of Budget Accounts: 2-01-20-130-000-020 to 2-01-20-130-000-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
FINANCE ADMIN OTHER EXPENSES:									
2-01-20-130-000-020									
FINANCE ADMIN Awards & Dues									
2-01-20-130-000-021	300.00	300.00	300.00	500.00	320.00	380.00			0.00
	200.00	270.00	320.00	190.00	240.00				
Note: Professional org. GFOA-NJ, Treasurer's Assoc of NJ									
FINANCE ADMIN Travel Expense									
2-01-20-130-000-022	750.00	750.00	750.00	800.00	750.00	750.00			0.00
	710.00	448.00	574.15	0.00	587.00				
Note: Conference stay									
FINANCE ADMIN Office Supplies									
2-01-20-130-000-023	1,500.00	2,500.00	2,000.00	1,500.00	1,500.00	1,500.00			0.00
	2,395.22	1,876.63	1,396.58	538.04	256.88				
Note: Deposit tickets, Laser checks									
FINANCE ADMIN Printing									
2-01-20-130-000-024	1,000.00	500.00	500.00	0.00	500.00	500.00			0.00
	752.30	465.00	59.90	429.95	670.95				
Note: Business cards, 1099 forms									
FINANCE ADMIN Training									
2-01-20-130-000-028	5,000.00	5,000.00	4,000.00	4,000.00	3,000.00	4,000.00			0.00
	2,750.00	3,832.34	6,860.00	2,087.00	2,117.47				
Note: Civil svc training, CEUs, GFOA Conf. and League									
FINANCE ADMIN OFFICE EQUIPMENT									
2-01-20-130-000-107	500.00	500.00	500.00	0.00	0.00				0.00
	281.48	500.00	0.00	0.00	0.00				
FINANCE ADMIN Contractual									
2-01-20-130-000-132	50,000.00	60,000.00	75,000.00	97,000.00	97,000.00	97,000.00			0.00
	79,532.49	64,911.70	70,356.37	71,663.49	71,023.86				
Transfers	35,000.00	5,000.00	1,000.00	0.00	0.00				
Note: Edmunds software(\$18,661.00), cloud mitigation (\$7,000.00) Primepoint fees \$37,500 Professionals related to the Finance Department, Bond Counsel \$1,750, Financial Advisors \$2,000, Bond rating agency\$18,500 Additional fees for BOND issuance approximately \$12,000.00									

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
FINANCE ADMIN Fixed Asset Inv									
2-01-20-130-000-147	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	9,980.00	0.00				
FINANCE ADMIN Credit Card & Bank Fees									
2-01-20-130-000-150	10,000.00	10,000.00	8,500.00	15,000.00	15,730.00	15,000.00			0.00
	7,219.95	7,847.59	13,992.37	8,999.67	10,715.40				
Note: 2 credit card machine monthly charge & bank monthly service fees									
FINANCE ADMIN Equip Repair									
2-01-20-130-000-151	500.00	500.00	500.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
FINANCE ADMIN Copier Repair									
2-01-20-130-000-152	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
FINANCE ADMIN Computer Repair									
2-01-20-130-000-156	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
FINANCE ADMIN Miscellaneous									
2-01-20-130-000-299	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	500.00			0.00
	648.77	515.01	0.00	67.25	309.92				
Control Total									
	70,550.00	81,050.00	93,050.00	119,800.00	119,800.00	119,630.00	0.00	0.00	0.00
Transfers	94,490.21	80,666.27	93,559.37	93,955.40	85,921.48				
	35,000.00	5,000.00	1,000.00	0.00	0.00				
Extd Total									
	70,550.00	81,050.00	93,050.00	119,800.00	119,800.00	119,630.00	0.00	0.00	0.00
Transfers	94,490.21	80,666.27	93,559.37	93,955.40	85,921.48				
	35,000.00	5,000.00	1,000.00	0.00	0.00				
Department Total									
	70,550.00	81,050.00	93,050.00	119,800.00	119,800.00	119,630.00	0.00	0.00	0.00
Transfers	94,490.21	80,666.27	93,559.37	93,955.40	85,921.48				
	35,000.00	5,000.00	1,000.00	0.00	0.00				
CAFR Total									
	70,550.00	81,050.00	93,050.00	119,800.00	119,800.00	119,630.00	0.00	0.00	0.00
Transfers	94,490.21	80,666.27	93,559.37	93,955.40	85,921.48				
	35,000.00	5,000.00	1,000.00	0.00	0.00				
Budgeted Total									
	70,550.00	81,050.00	93,050.00	119,800.00	119,800.00	119,630.00	0.00	0.00	0.00
Transfers	94,490.21	80,666.27	93,559.37	93,955.40	85,921.48				
	35,000.00	5,000.00	1,000.00	0.00	0.00				

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		Budgeted	%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd		
Non-Budget Total	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00	0.00	0.00
Budget Fund Total	70,550.00	81,050.00	93,050.00	119,800.00	119,800.00	119,630.00	0.00	0.00	0.00
Transfers	94,490.21 35,000.00	80,666.27 5,000.00	93,559.37 1,000.00	93,955.40 0.00	85,921.48 0.00				
Year Total	70,550.00	81,050.00	93,050.00	119,800.00	119,800.00	119,630.00	0.00	0.00	0.00
Transfers	94,490.21 35,000.00	80,666.27 5,000.00	93,559.37 1,000.00	93,955.40 0.00	85,921.48 0.00				

Range of Budget Accounts: 2-01-20-100-102-020 to 2-01-20-100-102-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		Budgeted	%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd		
PURCHASING OTHER EXPENSES:									
2-01-20-100-102-020									
PURCHASING Awards & Dues									
2-01-20-100-102-021	200.00	200.00	200.00	200.00	100.00	100.00			0.00
	160.00	100.00	100.00	100.00	0.00				
PURCHASING Travel Expense									
2-01-20-100-102-022	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
PURCHASING-OfficeSupplies									
2-01-20-100-102-023	30,000.00	30,000.00	30,000.00	35,000.00	30,000.00	30,000.00			0.00
	23,666.99	20,127.72	29,072.30	17,958.51	16,234.28				
Transfers	0.00	0.00	7,000.00	0.00	0.00				
Note: Office Basics, WB Mason, Amazon									
PURCHASING Printing									
2-01-20-100-102-024	10,000.00	10,000.00	10,000.00	15,000.00	10,000.00	10,000.00			0.00
	6,939.39	3,618.26	5,221.20	7,948.85	5,131.79				
Note: Envelopes, business cards, letterheads, purchase orders									
PURCHASING Postage									
2-01-20-100-102-025	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	35,000.00			0.00
	42,141.56	42,936.24	65,854.69	29,266.52	29,620.27				
Note: Pitney Bowesleasing, paid postage and maintenance + supply									
PURCHASING Training									
2-01-20-100-102-028	1,000.00	1,000.00	500.00	250.00	1,000.00	300.00			0.00
	105.00	0.00	0.00	0.00	725.00				
Note: CEUs range from 50 to 100+									
PURCHASING/ Books & Publish									
2-01-20-100-102-030	100.00	100.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
PURCHASING OFFICE EQUIP									
2-01-20-100-102-107	1,000.00	1,000.00	1,000.00	1,000.00	0.00				0.00
	449.99	579.95	4,718.35	0.00	0.00				
PURCHASING Contractual									

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
2-01-20-100-102-132	32,000.00 26,981.69	30,000.00 25,637.97	30,000.00 25,250.77	30,000.00 19,050.40	30,000.00 37,606.61	30,000.00			0.00
Note: Stewart, Heritage, Big Printers									
RECEPTIONIST Credit Card									
2-01-20-100-102-150	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
PURCHASING Equip Repair									
2-01-20-100-102-151	500.00 0.00	500.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
PURCHASING Lease Copiers									
2-01-20-100-102-152	48,000.00 51,076.17	48,000.00 59,929.13	60,000.00 55,556.09	60,000.00 58,935.42	60,000.00 64,759.98	70,000.00			0.00
Note: Kyocera, Canon, Stewart, Heritage, small printers maint.									
PURCHASING Computer Repair									
2-01-20-100-102-156	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
PURCHASING Miscellaneous									
2-01-20-100-102-299	0.00 220.00	0.00 0.00	100.00 0.00	0.00 0.00	100.00 0.00	100.00			0.00
Control Total									
	172,800.00 151,740.79	170,800.00 152,929.27	181,800.00 185,773.40	191,450.00 133,259.70	181,200.00 154,077.93	175,500.00	0.00	0.00	0.00
Transfers	0.00	0.00	7,000.00	0.00	0.00				
Extd Total									
	172,800.00 151,740.79	170,800.00 152,929.27	181,800.00 185,773.40	191,450.00 133,259.70	181,200.00 154,077.93	175,500.00	0.00	0.00	0.00
Transfers	0.00	0.00	7,000.00	0.00	0.00				
Department Total									
	172,800.00 151,740.79	170,800.00 152,929.27	181,800.00 185,773.40	191,450.00 133,259.70	181,200.00 154,077.93	175,500.00	0.00	0.00	0.00
Transfers	0.00	0.00	7,000.00	0.00	0.00				
CAFR Total									
	172,800.00 151,740.79	170,800.00 152,929.27	181,800.00 185,773.40	191,450.00 133,259.70	181,200.00 154,077.93	175,500.00	0.00	0.00	0.00
Transfers	0.00	0.00	7,000.00	0.00	0.00				
Budgeted Total									
	172,800.00 151,740.79	170,800.00 152,929.27	181,800.00 185,773.40	191,450.00 133,259.70	181,200.00 154,077.93	175,500.00	0.00	0.00	0.00
Transfers	0.00	0.00	7,000.00	0.00	0.00				

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		Budgeted	%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd		
Non-Budget Total	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00	0.00	0.00
Budget Fund Total	172,800.00 151,740.79	170,800.00 152,929.27	181,800.00 185,773.40	191,450.00 133,259.70	181,200.00 154,077.93	175,500.00	0.00	0.00	0.00
Transfers	0.00	0.00	7,000.00	0.00	0.00				
Year Total	172,800.00 151,740.79	170,800.00 152,929.27	181,800.00 185,773.40	191,450.00 133,259.70	181,200.00 154,077.93	175,500.00	0.00	0.00	0.00
Transfers	0.00	0.00	7,000.00	0.00	0.00				

Range of Budget Accounts: 2-01-20-145-000-020 to 2-01-20-145-000-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd Budgeted	
TAX COLLECTION OTHER EXPENSES:								
2-01-20-145-000-020								
TAX COLLECTION Awards & Dues								
2-01-20-145-000-021	200.00	200.00	250.00	150.00	100.00	350.00		0.00
	150.00	230.00	135.00	100.00	300.00			
Note: Dues for professional org of NJ & BC								
TAX COLLECTION Printing								
2-01-20-145-000-024	4,600.00	4,600.00	4,600.00	3,500.00	3,500.00	3,500.00		0.00
	2,958.96	4,693.56	3,343.46	3,788.70	3,316.35			
Transfers	0.00	0.00	500.00-	0.00	0.00			
Note: year-end tax forms/envelops, stickers, est tax bills, tax sale notices, homestead forms/notices								
TAX COLLECTION Advertising								
2-01-20-145-000-027	500.00	500.00	500.00	300.00	0.00	200.00		0.00
	0.00	0.00	0.00	0.00	106.94			
Note: Tax sale adv, public notices, affidavit charges								
TAX COLLECTION Training								
2-01-20-145-000-028	1,500.00	1,500.00	1,000.00	800.00	800.00	2,000.00		0.00
	440.00	335.00	757.45	145.00	668.49			
Note: New hires classes								
TAX COLLECTION Contractual								
2-01-20-145-000-132	1,500.00	1,500.00	2,000.00	6,000.00	5,000.00	1,000.00		0.00
	283.60	1,854.00	7,250.43	1,012.55	240.00			
Transfers	0.00	100.00	4,000.00	0.00	0.00			
Note: Softwares-Microsystems, Cash machine maintenance contract								
TAX COLLECTION Credit Card								
2-01-20-145-000-150	0.00	0.00	0.00	0.00	0.00			0.00
	0.00	0.00	0.00	0.00	0.00			
TAX COLLECTION Computer Repair								
2-01-20-145-000-156	300.00	300.00	0.00	0.00	0.00			0.00
	0.00	0.00	0.00	0.00	0.00			
TAX COLLECTION Miscellaneous								
2-01-20-145-000-299	1,000.00	2,500.00	1,000.00	300.00	1,000.00	500.00		0.00
	5,119.75	4,057.75	1,338.35	188.11	0.00			

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
Control Total	9,600.00	11,100.00	9,350.00	11,050.00	10,400.00	7,550.00	0.00	0.00	0.00
Transfers	8,952.31	11,170.31	12,824.69	5,234.36	4,631.78				
	0.00	100.00	3,500.00	0.00	0.00				
Extd Total	9,600.00	11,100.00	9,350.00	11,050.00	10,400.00	7,550.00	0.00	0.00	0.00
Transfers	8,952.31	11,170.31	12,824.69	5,234.36	4,631.78				
	0.00	100.00	3,500.00	0.00	0.00				
Department Total	9,600.00	11,100.00	9,350.00	11,050.00	10,400.00	7,550.00	0.00	0.00	0.00
Transfers	8,952.31	11,170.31	12,824.69	5,234.36	4,631.78				
	0.00	100.00	3,500.00	0.00	0.00				
CAFR Total	9,600.00	11,100.00	9,350.00	11,050.00	10,400.00	7,550.00	0.00	0.00	0.00
Transfers	8,952.31	11,170.31	12,824.69	5,234.36	4,631.78				
	0.00	100.00	3,500.00	0.00	0.00				
Budgeted Total	9,600.00	11,100.00	9,350.00	11,050.00	10,400.00	7,550.00	0.00	0.00	0.00
Transfers	8,952.31	11,170.31	12,824.69	5,234.36	4,631.78				
	0.00	100.00	3,500.00	0.00	0.00				
Non-Budget Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	9,600.00	11,100.00	9,350.00	11,050.00	10,400.00	7,550.00	0.00	0.00	0.00
Transfers	8,952.31	11,170.31	12,824.69	5,234.36	4,631.78				
	0.00	100.00	3,500.00	0.00	0.00				
Year Total	9,600.00	11,100.00	9,350.00	11,050.00	10,400.00	7,550.00	0.00	0.00	0.00
Transfers	8,952.31	11,170.31	12,824.69	5,234.36	4,631.78				
	0.00	100.00	3,500.00	0.00	0.00				

Range of Budget Accounts: 2-01-20-150-000-020 to 2-01-20-150-000-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd Budgeted	
TAX ASSESSMENT OTHER EXPENSES:								
2-01-20-150-000-020								
TAX ASSESSMENT Awards & Dues								
2-01-20-150-000-021	175.00	175.00	350.00	175.00	175.00	175.00		0.00
	150.00	150.00	150.00	0.00	150.00			
Note: Assoc of municipal assessor of NJ Dues								
TAX ASSESSMENT Travel Expense								
2-01-20-150-000-022	50.00	50.00	50.00	0.00	50.00	50.00		0.00
	0.00	0.00	0.00	0.00	0.00			
TAX ASSESSMENT Office Supplies								
2-01-20-150-000-023	100.00	100.00	100.00	50.00	100.00	100.00		0.00
	0.00	0.00	0.00	0.00	90.00			
Note: Business cards								
TAX ASSESSMENT Printing								
2-01-20-150-000-024	2,900.00	2,900.00	500.00	12,500.00	12,500.00	9,000.00		0.00
	12,252.11	0.00	12,395.06	5,660.00	6,818.18			
Transfers	0.00	0.00	1,500.00	0.00	0.00			
Note: There was increase in postage from the Post office that requires an increase in our budget.								
TAX ASSESSMENT Postage								
2-01-20-150-000-025	3,200.00	1,000.00	0.00	0.00	0.00			0.00
	0.00	0.00	0.00	0.00	0.00			
TAX ASSESSMENT Training								
2-01-20-150-000-028	300.00	300.00	300.00	0.00	300.00	390.00		0.00
	404.00	120.00	0.00	0.00	0.00			
Note: staff training								
TAX ASSESSMENT Photo & Film								
2-01-20-150-000-029	50.00	50.00	50.00	25.00	25.00	25.00		0.00
	25.00	25.00	25.00	0.00	25.00			
TAX ASSESSMENT Books & Publish								
2-01-20-150-000-030	0.00	0.00	0.00	0.00	0.00			0.00
	0.00	0.00	0.00	0.00	0.00			
TAX ASSESSMENT Tax Maps								

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
2-01-20-150-000-105	2,500.00 0.00	1,500.00 0.00	500.00 0.00	500.00 0.00	1,500.00 0.00	1,500.00			0.00
Note: Tax map maintenance									
TAX ASSESSMENT OFFICE EQUIPMEN									
2-01-20-150-000-107	500.00 479.98	1,000.00 670.43	750.00 0.00	0.00 0.00	0.00 154.23	750.00			0.00
TAX ASSESSMENT Contractual									
2-01-20-150-000-132	0.00 0.00	0.00 0.00	1,600.00 1,600.00	1,600.00 2,100.00	1,600.00 1,600.00	1,600.00			0.00
Note: software maintenance									
TAX ASSESSMENT Leg Serv-Assess									
2-01-20-150-000-137	25,000.00 12,460.70	20,000.00 11,728.88	20,000.00 13,021.93	15,000.00 10,667.84	15,000.00 15,000.00	15,000.00			0.00
Transfers	10,000.00-	0.00	2,500.00	0.00	0.00				
Note: legal fees=appeal matters									
TAX ASSESSMENT Computer Repair									
2-01-20-150-000-156	1,600.00 1,600.00	1,600.00 1,600.00	0.00 0.00	0.00 0.00	0.00 0.00	1,600.00			0.00
Note: repairs of computers/printers									
TAX ASSESSMENT Miscellaneous									
2-01-20-150-000-299	1,200.00 0.00	1,200.00 0.00	200.00 0.00	200.00 25.00	200.00 0.00	200.00			0.00
Control Total									
	37,575.00 27,371.79	29,875.00 14,294.31	24,400.00 27,191.99	30,050.00 18,452.84	31,450.00 23,837.41	30,390.00	0.00	0.00	0.00
Transfers	10,000.00-	0.00	4,000.00	0.00	0.00				
Extd Total									
	37,575.00 27,371.79	29,875.00 14,294.31	24,400.00 27,191.99	30,050.00 18,452.84	31,450.00 23,837.41	30,390.00	0.00	0.00	0.00
Transfers	10,000.00-	0.00	4,000.00	0.00	0.00				
Department Total									
	37,575.00 27,371.79	29,875.00 14,294.31	24,400.00 27,191.99	30,050.00 18,452.84	31,450.00 23,837.41	30,390.00	0.00	0.00	0.00
Transfers	10,000.00-	0.00	4,000.00	0.00	0.00				
CAFR Total									
	37,575.00 27,371.79	29,875.00 14,294.31	24,400.00 27,191.99	30,050.00 18,452.84	31,450.00 23,837.41	30,390.00	0.00	0.00	0.00
Transfers	10,000.00-	0.00	4,000.00	0.00	0.00				
Budgeted Total									
	37,575.00	29,875.00	24,400.00	30,050.00	31,450.00	30,390.00	0.00	0.00	0.00

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		Budgeted	%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd		
	27,371.79	14,294.31	27,191.99	18,452.84	23,837.41				
Transfers	10,000.00-	0.00	4,000.00	0.00	0.00				
Non-Budget Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	37,575.00	29,875.00	24,400.00	30,050.00	31,450.00	30,390.00	0.00	0.00	0.00
	27,371.79	14,294.31	27,191.99	18,452.84	23,837.41				
Transfers	10,000.00-	0.00	4,000.00	0.00	0.00				
Year Total	37,575.00	29,875.00	24,400.00	30,050.00	31,450.00	30,390.00	0.00	0.00	0.00
	27,371.79	14,294.31	27,191.99	18,452.84	23,837.41				
Transfers	10,000.00-	0.00	4,000.00	0.00	0.00				

Range of Budget Accounts: 2-01-20-105-000-020 to 2-01-20-105-000-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
HUMAN RESOURCE OTHER EXPENSES:									
2-01-20-105-000-020									
HUMAN RESOURCE Awards & Dues									
2-01-20-105-000-021	0.00	1,000.00	1,000.00	500.00	500.00	500.00			0.00
	0.00	0.00	397.00	0.00	0.00				
Note: membership dues to participating org-H/R staff									
HUMAN RESOURCE Travel Expense									
2-01-20-105-000-022	0.00	1,000.00	1,000.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
HUMAN RESOURCE Printing									
2-01-20-105-000-024	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	312.41	0.00	45.00				
HUMAN RESOURCE Advertising									
2-01-20-105-000-027	0.00	0.00	300.00	600.00	600.00				0.00
	0.00	0.00	320.00	509.00	0.00				
HUMAN RESOURCE Training									
2-01-20-105-000-028	10,000.00	5,000.00	5,000.00	2,500.00	2,500.00	2,500.00			0.00
	4,271.77	4,638.25	2,000.00	219.00	2,000.00				
Note: Clerk 1 training									
HUMAN RESOURCE Books & Publish									
2-01-20-105-000-030	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	455.00	44.95	0.00	0.00				
HUMAN RESOURCE Medical Exams									
2-01-20-105-000-098	0.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00			0.00
	1,195.00	72.15	1,750.00	1,200.00	0.00				
Note: Fitness for duty reevaluation									
HUMAN RESOURCE OFFICE EQUIPMENT									
2-01-20-105-000-107	0.00	800.00	1,000.00	500.00	500.00				0.00
	0.00	695.00	701.15	0.00	0.00				
HUMAN RES Special Project-ADP									
2-01-20-105-000-131	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		Budgeted	%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd		
Note: Township physicals and forensics									
HUMAN RESOURCE Contractual									
2-01-20-105-000-132	0.00	0.00	0.00	3,000.00	3,000.00	3,000.00			0.00
	0.00	0.00	0.00	0.00	0.00				
HUMAN RESOURCE Miscellaneous									
2-01-20-105-000-299	0.00	1,000.00	500.00	500.00	0.00	300.00			0.00
	0.00	387.71	384.16	464.89	187.00				
Control Total	10,000.00	10,000.00	10,000.00	8,800.00	8,300.00	7,500.00	0.00	0.00	0.00
	5,466.77	6,248.11	5,909.67	2,392.89	2,232.00				
Extd Total	10,000.00	10,000.00	10,000.00	8,800.00	8,300.00	7,500.00	0.00	0.00	0.00
	5,466.77	6,248.11	5,909.67	2,392.89	2,232.00				
Department Total	10,000.00	10,000.00	10,000.00	8,800.00	8,300.00	7,500.00	0.00	0.00	0.00
	5,466.77	6,248.11	5,909.67	2,392.89	2,232.00				
CAFR Total	10,000.00	10,000.00	10,000.00	8,800.00	8,300.00	7,500.00	0.00	0.00	0.00
	5,466.77	6,248.11	5,909.67	2,392.89	2,232.00				
Budgeted Total	10,000.00	10,000.00	10,000.00	8,800.00	8,300.00	7,500.00	0.00	0.00	0.00
	5,466.77	6,248.11	5,909.67	2,392.89	2,232.00				
Non-Budget Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	10,000.00	10,000.00	10,000.00	8,800.00	8,300.00	7,500.00	0.00	0.00	0.00
	5,466.77	6,248.11	5,909.67	2,392.89	2,232.00				
Year Total	10,000.00	10,000.00	10,000.00	8,800.00	8,300.00	7,500.00	0.00	0.00	0.00
	5,466.77	6,248.11	5,909.67	2,392.89	2,232.00				

Range of Budget Accounts: 2-01-20-110-110-020 to 2-01-20-110-110-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****		Budgeted	%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd		
TOWN COUNCIL OTHER EXPENSES:									
2-01-20-110-110-020									
TOWN COUNCIL Awards & Dues									
2-01-20-110-110-021	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	2,000.00			0.00
	3,055.00	2,570.00	2,999.00	3,776.00	385.00				
Note: NJLM dues, Mayor's dues, council plaques, Boards & commisions dues									
TOWN COUNCIL Travel Expense									
2-01-20-110-110-022	5,300.00	5,300.00	6,000.00	5,000.00	5,000.00	2,000.00			0.00
	3,762.92	1,599.79	1,567.86	798.80	966.17				
Note: Hotel stays for Mayor & council									
TOWN COUNCIL Printing									
2-01-20-110-110-024	500.00	500.00	500.00	0.00	0.00				0.00
	739.19	420.00	0.00	0.00	0.00				
TOWN COUNCIL Training									
2-01-20-110-110-028	4,000.00	4,000.00	5,000.00	5,000.00	5,000.00	5,000.00			0.00
	2,942.58	4,456.00	4,011.00	1,339.92	4,333.00				
Note: conferences for council									
TOWN COUNCIL Special Project									
2-01-20-110-110-131	55,000.00	50,000.00	75,000.00	100,000.00	90,000.00	80,000.00			0.00
	35,868.74	110,355.36	93,461.12	65,284.80	99,447.29				
Transfers	15,000.00-	50,000.00	15,000.00	0.00	0.00				
Note: Professional services-council									
MAYOR & COUNCIL TOWN COUNCIL Newsletter									
2-01-20-110-110-132	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	388.00				
TOWN COUNCIL MDA MATCHING FUNDS									
2-01-20-110-110-133	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
TOWN COUNCIL Miscellaneous									
2-01-20-110-110-299	8,000.00	8,000.00	5,000.00	6,100.00	6,100.00	500.00			0.00
	1,486.12	1,249.94	4,026.73	693.95	316.22				
Control Total	76,800.00	71,800.00	95,500.00	120,100.00	110,100.00	89,500.00	0.00	0.00	0.00

Description	2017	2018	2019	2020	2021	***** 2022 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
	47,854.55	120,651.09	106,065.71	71,893.47	105,835.68				
Transfers	15,000.00-	50,000.00	15,000.00	0.00	0.00				
Extd Total	76,800.00	71,800.00	95,500.00	120,100.00	110,100.00	89,500.00	0.00	0.00	0.00
	47,854.55	120,651.09	106,065.71	71,893.47	105,835.68				
Transfers	15,000.00-	50,000.00	15,000.00	0.00	0.00				
Department Total	76,800.00	71,800.00	95,500.00	120,100.00	110,100.00	89,500.00	0.00	0.00	0.00
	47,854.55	120,651.09	106,065.71	71,893.47	105,835.68				
Transfers	15,000.00-	50,000.00	15,000.00	0.00	0.00				
CAFR Total	76,800.00	71,800.00	95,500.00	120,100.00	110,100.00	89,500.00	0.00	0.00	0.00
	47,854.55	120,651.09	106,065.71	71,893.47	105,835.68				
Transfers	15,000.00-	50,000.00	15,000.00	0.00	0.00				
Budgeted Total	76,800.00	71,800.00	95,500.00	120,100.00	110,100.00	89,500.00	0.00	0.00	0.00
	47,854.55	120,651.09	106,065.71	71,893.47	105,835.68				
Transfers	15,000.00-	50,000.00	15,000.00	0.00	0.00				
Non-Budget Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	76,800.00	71,800.00	95,500.00	120,100.00	110,100.00	89,500.00	0.00	0.00	0.00
	47,854.55	120,651.09	106,065.71	71,893.47	105,835.68				
Transfers	15,000.00-	50,000.00	15,000.00	0.00	0.00				
Year Total	76,800.00	71,800.00	95,500.00	120,100.00	110,100.00	89,500.00	0.00	0.00	0.00
	47,854.55	120,651.09	106,065.71	71,893.47	105,835.68				
Transfers	15,000.00-	50,000.00	15,000.00	0.00	0.00				

Range of Budget Accounts: 2-01-20-100-101-020 to 2-01-20-100-101-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description	2017	2018	2019	2020	2021	***** 2022 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
TOWN MANAGER OTHER EXPENSES:									
2-01-20-100-101-020									
TOWN MANAGER Awards & Dues									
2-01-20-100-101-021	600.00	600.00	600.00	0.00	600.00	500.00			0.00
	0.00	0.00	0.00	0.00	0.00				
TOWN MANAGER Travel Expense									
2-01-20-100-101-022	250.00	250.00	250.00	1,000.00	1,000.00	1,000.00			0.00
	0.00	0.00	1,180.54	0.00	0.00				
TOWN MANAGER Office Supplies									
2-01-20-100-101-023	1,000.00	1,000.00	500.00	1,000.00	1,000.00				0.00
	923.45	492.98	706.17	179.74	0.00				
Transfers	0.00	0.00	5,000.00	0.00	0.00				
TOWN MANAGER Printing									
2-01-20-100-101-024	350.00	350.00	0.00	0.00	0.00				0.00
	0.00	44.95	1,325.00	0.00	0.00				
TOWN MANAGER Postage									
2-01-20-100-101-025	500.00	500.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
TOWN MANAGER Advertising									
2-01-20-100-101-027	350.00	350.00	0.00	0.00	150.00				0.00
	355.00	0.00	115.00	115.00	0.00				
TOWN MANAGER Training									
2-01-20-100-101-028	350.00	350.00	350.00	2,000.00	2,000.00	3,500.00			0.00
	436.50	318.68	334.00	205.00	806.73				
TOWN MANAGER Books & Publish									
2-01-20-100-101-030	500.00	500.00	0.00	0.00	0.00				0.00
	258.59	0.00	0.00	0.00	0.00				
TOWN MANAGER OFFICE EQUIPMENT									
2-01-20-100-101-107	600.00	600.00	0.00	0.00	0.00				0.00
	1,859.96	0.00	0.00	0.00	0.00				
TOWN MANAGER Contractual									

Description	2017	2018	2019	2020	2021	***** 2022 *****	*****	*****	*****
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	5,500.00	7,000.00	1,800.00	8,000.00	5,050.00	111,000.00	0.00	0.00	0.00
Transfers	4,343.68	926.69	5,782.67	7,424.06	2,531.73				
	0.00	0.00	5,000.00	0.00	0.00				
Year Total	5,500.00	7,000.00	1,800.00	8,000.00	5,050.00	111,000.00	0.00	0.00	0.00
Transfers	4,343.68	926.69	5,782.67	7,424.06	2,531.73				
	0.00	0.00	5,000.00	0.00	0.00				