

**Borough of Mount Ephraim**  
**October 24, 2023, Caucus Agenda, 3:00pm**

**•CAUCUS MEETING CALL TO ORDER/FLAG SALUTE:**

Time: \_\_\_\_\_

**•ROLL CALL:**

Commissioner Gies \_\_\_\_\_ Commissioner Wolk \_\_\_\_\_ Mayor Tovinsky \_\_\_\_\_

**•“OPEN PUBLIC MEETINGS LAW” ANNOUNCEMENT (Mayor will read)**

*This meeting is being held in compliance with the “Open Public Meetings Act” and notice of this meeting has been posted in the legal newspapers of the municipality, on the borough bulletin board and on the borough website.*

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**•OPEN PUBLIC PORTION: Mayor Tovinsky will open the public portion of the meeting**

*(Please state your name for the record. Comments are limited to five minutes.)*

*Motion to close public portion: \_\_\_\_\_*

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**•DEPARTMENTAL REPORTS/DISCUSSIONS**

**► Fire Department:**

1. Update on completion of work on new engine
2. Borough’s interest in selling old engine to department
3. Budget question on balance of funds for engine is they have to be expended by year-end

**► Public Works, Land Use, Zoning and Construction:**

4. Having light installed at DPW complex

**► Police Department:**

**► Finance:**

5. Meeting with department heads for budget review
6. Transfer resolution for 2023 budget
7. Best practices inventory

**► Administration:**

8. Shredding event was held this past Saturday. It was sparsely attended by residents. We shredded a total of 8,312 pounds of paper but most of it was borough records.

9. TTI change order to finish tank removal
10. Resolution to appoint conflict attorney for Land Use Board
11. Resolution authorizing advance for League Convention
12. Mandatory JIF training for managers and supervisors. Only one session remaining.

**●Review of items for November 2, 2023, Commission meeting agenda**

Ordinances for public hearing and adoption:

- Ord. 2023-15 Valley Road permit parking ordinance

Resolutions:

- Resolution approving TTI change order
- Resolution appointing conflict attorney for Land Use Board
- Resolution authorizing travel advance for League Convention attendance
- Resolution approving Change Order No. 4 for Lake Street

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**●ENGINEER'S REPORT** Review of monthly report

**●SOLICITOR'S REPORT**

**●REPORTS FROM COMMISSIONERS**

**●MOTION TO ADJOURN MEETING:**

*Motion:* \_\_\_\_\_ *Second:* \_\_\_\_\_ *All in favor:* \_\_\_\_\_ *Time:* \_\_\_\_\_