

Legal Department

FY2018 Proposed Budget

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Background information

- Provide legal services to the Borough (including service areas) and the School District in an ethical, timely, professional and cost effective manner

FY2017 Key Accomplishments

- Worked with other departments to rewrite sections of borough code:
 - 5.12 Property tax
 - 5.18 Sales tax
 - 21.50 Enforcement
- Coordinated with outside counsel to defend three personal injury lawsuits & one large worker's comp claim, winning one PI case and settling the remaining three matters.
- Advised BOE in all hearings and drafted decisions
- Advised the Health Care Task Force
- Delinquent taxes collected \$100K (CY2016 amount)
- Documents
 - 78 ordinances
 - 79 resolutions
 - 254 legal opinions/research/document review
 - 7 grants reviewed
 - 277 contracts/permits/other documents reviewed or drafted

FY2018 Objectives and Budget Highlights

- Update department web page

Expenditure summary

	FY2017 Approved Budget	FY2018 Proposed Budget	Change
Personnel	\$817,321	\$791,469	\$ (25,852)
Supplies	3,300	3,300	-0-
Services	135,642	130,299	(5,343)
Capital outlay	<u>2,300</u>	<u>800</u>	<u>(1,500)</u>
Total	\$958,563	\$925,868	\$ (32,695)
Decrease of			(3.4%)

Significant Budgetary Items

- The budget includes \$59,000 for hiring outside counsel if needed, what is not used goes back into fund balance
 - Hearing officer for code compliance issues
 - Expertise
 - Items not covered by insurance and litigation fund
 - Conflict of interest
 - Property appeals

Long Term Issues and Concerns

- Regular training of public officials
- Ongoing hospital governance
- Paperless work environment
- Update borough code
 - Compliance with federal and state citations & regulations
 - Eliminate inconsistencies and improve processes