

Board of Supervisors Special Budget Worksession Meeting Tuesday September 23, 2008

The Board of Supervisors conducted a special budget work session on Tuesday September 23, 2008 commencing at 9:00 a.m. Chairwomen Ms. Silvernail called the meeting to order present were Supervisors Ms. Horan, and Mr. Hensel, Mr. Joe Drozd Township Financial Consultant, Mr. MacCombie Township Engineer, and members of the community.

Ms. Silvernail gave the meeting direction to Mr. Drozd.

Mr. Drozd reported that the revenue is down this year \$323,130.00, the explanation for less revenue is for following:

Transfer tax	\$14,350.00	
Local Service tax	\$47,358.00	
Intergovernmental revenue	\$34,698.00	
Building and Use	\$16,257.00	
Developer Contribution	\$171,051.00	project not started
Lafayette Square extension	\$50,000.00	project not started

Expenditure explanation:

Financial Administration	\$11,153.00	
Legal Expense (Barkman)	\$29,686.00	
Office Administration	\$10,779.00	due to increased insurance costs
Building Expense	\$34,939.00	
Public Safety	\$85,813.00	
Code Enforcement	\$21,864.00	
Liquid Fuels	\$21,046.00	
Highway Maintenance	\$27,528.00	
Special Projects	\$31,553.00	
Payroll	\$31,256.00	

Mr. Drozd discussed with the Board on whether to raise the tax rates for 2009. The Board requested Mr. Drozd study the budget and give his suggestion if whether to raise the taxes or not. Mr. Drozd stated the cost of living is 4.4% currently, last year it was 1.1% and the Board gave a 3% raise. The Board requested that Mr. Drozd do a comparison for all employees by showing a 2% and 3% raise for 2009. Mr. Drozd asked if the Township would have to prorate the raise for the police department once the union discussions are settled? The Board stated that they were not certain but would find out by speaking to Mr. Morris the union attorney. Mr. Drozd asked if the Board would leave the insurance benefits the same as 2008. The Board stated yes to leave the insurance the same. Mr. Drozd provided a capital projects list for the Boards review. The following items were to be placed on the 5 year budget and not 2009:

- Cell phone upgrade
- Security system
- Add cameras to the existing
- Additional chairs in the meeting room

Landscaping around the building

The remaining items were:

New copier
Computer/printers
Uniforms and personal equipment
Fingerprint equipment for station
Records management software license
Replace portable breath testers
Night vision equipment
Mobile desk command console for Durango
Tazer units
Small dump truck with salt spreader & plow
Small mower
Quaker lane guard rail
Octorara Road Bridge painted and refaced and undercut
Old Mill Road Bridger undercutting
Compass Road Bridge

Mr. Groce stated that he will review the capital projects list and cut some items out for 2009.

Ms. Silvernail stated that a part time employee will be retiring and replaced with a part time employee.

Ms. Silvernail stated that Township is in need of a new mower this year, the old mower keeps breaking and needing expensive parts. Mr. Drozd stated that the Township can purchase the new mower with money from the capital funds account. Mr. Turner got state contract prices being if purchased before September 30, 2008 the cost will be \$8,085.00 after that date will be \$9,100.00. Mr. Drozd reported that the Township has room in the 2008 budget to purchase the new mower this year. The Board agreed to make the purchase.

Ms. Silvernail made a motion, seconded by Ms. Horan, to purchase a new Scag Turf Tiger model STT61V-227CH, 27 horse power 61 inch cut blade and a 2 year warranty on the mower and 3 year warranty on the deck, under the state contract price of \$8,085.00 to come from the capital reserve fund. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. Turner provided the Board with information of replacing the old dump with a new vehicle with a salt spreader and plow under state contract pricing is currently \$58,000.00. Ms. Silvernail said she would look into possible grant money for this purchase.

The Board discussed road line painting for Old Mill Road, Leike Road, Blackberry Road and Greenhill Road. Mr. Turner is to get a few quotes and bring it to the next Board meeting for discussion.

The Board discussed what to do with the old Township office space. The Board requested that the road crew measure the building and the Township will need to do research on how much the Township could rent the office space per square foot.

The Board stated that the local services tax contribution will remain the same.

The Board discussed a possible sewer rate increase for next year, more discussions to come.

Mr. MacCombie stated that he spoke to Lucian Calhoun of Delaware Valley Regional Financial Group and he was told the loan rates are as low as they ever have been, Mr. MacCombie said that the Township could possibly look into adding money to finish the last phase. Ms. Silvernail asked who insures these bonds? Mr. MacCombie will look into it.

The Board discussed a new Township garage building. Mr. Hensel asked how long it would take to build a garage. Mr. MacCombie said approximately 3 to 4 months. Mr. Hensel said that the Township equipment could sit outside for that long and the old building could be sold with monies to help build the new one. The Board directed Mr. MacCombie get prices on building a new garage with a salt shed included.

The Board discussed putting the Act 537 project in for 2009, Mr. MacCombie stated the project will take one year to complete and will get a 50% reimbursement from DEP for all cost incurred during the project.

Mr. MacCombie presented the Board with Amtrak's standard fee schedule for occupancy of the railroad right of way. Mr. MacCombie said they want a yearly fee paid to them in order for them to provide the Township with an easement. The agreement suggests the payment of \$2,150.00 per year or a lump sum payment of 10 years for \$18,272.00, 20 years for \$32,250.00, 25 years \$37,625.00 and 50 years being \$69,875.00. The Board request Mr. Drozd review the agreement and send a copy for review to Mr. Pompo.

The Board scheduled the next budget work session to be held on Tuesday October 28, 2008 at 9:00 a.m.

Mr. MacCombie discussed with the Board that Bellaire Business Center is seeking to reconstruct the roadways within the business center and is requesting a temporary opening of the access road onto Old Wilmington Road. Mr. Muto stated that the traffic would run one way in off of Lincoln Highway and one way out onto Old Wilmington Road for approximately 3 weeks depending upon weather conditions. Ms. Silvernail asked how many cars and trucks travel in and out of the business center. Mr. MacCombie said at least 300 to 400 cars from Keystone; Mr. Muto said approximately 20 trucks per day coming from CTDI and a minimal amount from Keystone. Mr. Hensel suggested that the traffic go one way into the business center from Old Wilmington Road and one way out onto Lincoln Highway. Mr. Groce suggested the placement of do not enter signs. Ms. Silvernail said that any costs to the Township or liability would fall on Bellaire Business Center.

Ms. Silvernail asked Mr. Muto what the hold up is for the traffic signal that is to be located at the end of AIM Boulevard? Mr. MacCombie said that Keystone Ranger gave \$60,000.00 to Mr. Muto in escrow toward the traffic signal. Mr. Muto said that the current bid for the light is \$188,000.00 and the money set aside for the project is \$185,000.00 which does not include the road striping bid, therefore the light design money exceeds what they have to spend. Ms. Silvernail stated that this is a dangerous intersection and employees are getting frustrated getting in and out of the complex. The

Board agreed something needs to be done. Mr. MacCombie said that the traffic signal permit can be revised, currently it shows street lights which are not needed and can be added later or the black pole can be changed to aluminum, he said by eliminating those items the costs will come down. Mr. MacCombie stated that Mr. Muto needs to make the call on diagram so that he can have it revised. The Board wants the traffic signal placed as soon as possible.

Mr. MacCombie said that in order for Mr. Muto to open the access road onto Old Wilmington Road he would have to have PenDot feed back. Ms. Horan asked how soon Mr. Muto would start this project. Mr. Muto said he wants to start as soon as possible. Ms. Horan said she wants to reserve the right to undo the temporary entrance should problems occur. Ms. Horan asked why the access road isn't already open. Mr. MacCombie said that the Chairman at the time said the opening will be used only as an emergency access, when on the plans it shows the roadway is to be used as a full access. Mr. MacCombie said the road was built in when the construction of EB Games occurred and the current Chairman said its use was to be only emergency. Mr. MacCombie did not agree with this decision. Mr. Hensel agreed to reserve the right to close the temporary access due to traffic problems should the Board decide to grant it. Ms. Horan sees problems with trucks trying to turn out onto Old Wilmington Road. Mr. Muto said that he would have flagman during the day light hours to control the truck traffic. Ms. Silvernail suggested speaking to Mr. Pompo to have a contract written up between Mr. Muto and the Township.

Ms. Silvernail made a motion, seconded by Ms. Horan, to allow the temporary opening of West Stuart Huston Road onto Old Wilmington Road as a one way for the time period of the project not to exceed 1 month, should any problems occur the Township reserves the right to close the opening of West Stuart Huston Road and stop all traffic, any costs and liabilities will be incurred by Bellaire Business Center, and with flaggers to be on duty from 6:30a.m. to 5:00 p.m. during the entire time of the project. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

The Board discussed having their appreciation dinner this year by having a picnic at the Bert Reel Park inviting all the employees, committees and their families. The Board was in agreement to have this picnic. Mr. Hensel volunteered to make a pig for the cookout. The Board scheduled the picnic to be Saturday October 18, 2008 from noon to 3.

With there being no further business, Ms. Silvernail made a motion, seconded by Mr. Hensel, to close the meeting. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Respectfully Submitted,

Lisa Myers
Secretary/Treasurer

