

Board of Supervisors Special Budget Work Session, Tuesday, September 24, 2013

A Budget Work Session of the Board of Supervisors was conducted on Tuesday, September 24, 2013 commencing at 9:00 a.m. Chairwoman, Ms. Silvernail called the meeting to order. Present was Supervisor Mr. Greenfield, Township Auditor, Mr. Drozd, Township Engineer/Zoning Officer, and members of the community. Supervisor, Ms. Horan was absent.

The moment of silence and Pledge of Allegiance were waved.

Mr. Drozd stated that the comparison of the 2013 General Fund budget versus the actual shows that the Real Estate Tax collection is less than budgeted which could relate to the increase in millage from .25 mills to .75 mills or that the County is allowing property owners to lower the assessment on their property. The Earned Income Tax is higher by \$99,500 and the Local Services tax is lower by \$1,600, Transfer Taxes are higher by \$17,900 and Per Capita lower by \$2,700. Liquid Fuels monies received are higher than the amount projected by the State in their report sent to the Township in November 2012. Mr. Drozd reported that legal fees are lower in General legal, lawsuit costs & settlement, zoning, and labor relations, and higher in reimbursables and liens. In the office administration, the payroll costs are lower due to not hiring a new employee, lower capital costs, lower postage, lower supplies and higher advertising. Concerning the Police Department, there is lower police and Chief wages and higher gas usage. The costs were lower relating to Fire Company Consolidation. The Building Inspector costs are higher and the permit revenue has increased.

Mr. Drozd Stated the Sewer Fund Revenue, as of August 31, 2013 shows a deficit in tapping fees, usage, flat fees, and capacity fees. The Sewer Fund Expense shows a \$10,000 payment was made to Amtrak for the Right-of-Way Easement payment. The total sewer expenses paid as of August 31, 2013 are \$713,249.

Mr. Drozd stated the current year and 5-year Capital Project Budget is prepared and ready for inspection. Ms. Sarbaum stated that for the Office Administration, cell phone upgrade and cordless phones could be removed. Ms. Sarbaum stated there is no need for a new printer, and that line item could be moved and placed on the copier item to have also a printer scanner. Ms. Sarbaum reported a new server is on order. Under Capital Improvements for Building Expenses, there is no design from Mr. Duckworth for the Township garage at this time. Mr. MacCombie stated that the surge protector for the Township Building is very important. If there is a power surge, for any reason, the surge protector takes the first hit and the connected equipment is turned off internally so they do not take a hit and are protected. Mr. MacCombie suggested getting an estimate from Greg Vietrie or Higgins to see just what the Township needs. Ms. Silvernail stated there is no need for additional security cameras for the Township, but some may need to be replaced. Mr. Dave Simmons stated that for the Road Department, seal coating and line painting the Township parking lot will now have to wait until Spring of 2014. Mr. Simmons stated he would like to have the Backhoe replaced. Mr. Simmons stated the Boom Mower is unfixable and that \$36,000 is budgeted for a mid-mount for the Boom Mower in 2014. Mr. Drozd stated that the boom mower mid-mount can be ordered in 2013 and not delivered until 2014. Ms. Silvernail advised Mr. Simmons to bring an estimate for a boom mower mid-mount to the next budget meeting. Mr. Simmons stated that

the small baseball field in Sadsbury needs to have benches repaired or replaced as they are unsafe. Ms. Silvernail stated to make up a materials list for repairs and the benches should be fixed or replaced before March of 2014, as that is when baseball season begins. Mr. Simmons reported there is a drainage problem on the field at Bert Reel Park. This problem is a recent one occurring this season. Mr. Simmons reported the landscape fabric is exposed in the walking trail at Bert Reel Park. He stated that over the years the fabric has ripped or come apart and the Road Department occasionally cuts and burns the fabric. Mr. Simmons stated he was given a list of park repairs from the inspection of the park by H.A. Thompson for insurance reasons. They want the swings and seesaw moved to another area in the park. Mr. MacCombie stated that the rule of thumb is if you move the equipment, you lost it. At that point, everything must be brought up to standards. Ms. Silvernail stated that the Township is getting alternate quotes for property insurance.

Ms. Silvernail stated to keep the Chester County GIS mapping service in the budget. Mr. Drozd stated all taxes will stay the same and he stated that the CPI is 1.1% and prior to this it was 1.4%. Mr. Drozd stated he will come back with a number for salary adjustments. Mr. Drozd asked about the hiring of a part-time employee. Ms. Silvernail stated to keep this in the budget for 2014. Mr. Drozd asked if the medical insurance was still going to be for employees only? Ms. Silvernail stated to keep the coverage status quo until further information is gathered. Ms. Silvernail stated to keep the \$25,000 in the Road Work budget just in case of an emergency. Ms. Silvernail stated the status of the old Township Building is for the Road Crew garage. The rental options did not work out, and the building can be used as storage for the police department and the Township office. The Barkman Landfill should be kept in the budget. Ms. Silvernail stated the Board of Supervisors recently voted to extend the tolling agreement. Ms. Silvernail stated that Sadsbury Fire Company is not joining the Fire Company Consolidation. A meeting will be held with Sadsbury Fire Company and Keystone Valley Fire Company to discuss territories. Ms. Silvernail stated to keep the funding for Sadsbury Fire Company in the budget.

Mr. MacCombie stated that the Lincoln Crest project is on hold and Lafayette Square will start a new phase consisting of 40 units within the next year. Mr. MacCombie stated that Mr. Lymberis had made a commitment of \$125,000 to improve Lincoln Highway.

Mr. MacCombie stated the Sadsbury Village Enhancement Project is ongoing and construction phase is to begin the end of 2014.

Mr. Simmons reported the drain at Rail Road Alley & Reel Street and the drain on Morris Lane are in need of repair. Mr. Simmons stated that Mr. Herb MacCombie feels this project should be done by the end of October, 2013 and it would be more cost effective if the Road Crew did the repairs. Mr. Simmons stated the brick and cement could be purchased and the job could be done for around \$500.00.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to allow the Road Crew to proceed with the repair of the drain at Rail Road Alley & Reel Street and the drain on Morris Lane at a cost not to exceed \$500.00. With there being no questions from the public, the Board voting "aye", the motion passed.

Ms. Silvernail stated the Township has a large amount of unpaid sewer invoices and has determined a more effective way to collect amounts below \$1,000.00 or \$1,500.00 would be to go through the District Court process. Ms. Silvernail stated that the trash and sewer ordinances were sent to Judge Cabry's office. Residents will be given a 30-day notice before they are handed over to District Court. Once filed with the District Court, the matter is out of the Township's hands. District Court will set up a payment plan with anyone needing special arrangements to pay in full. Failure to respond to the summons will result in the issuance of a Non-Traffic Arrest Warrant.

The Board set Tuesday, October 22, 2013 at 9:00 a.m. to hold the Sign Ordinance Hearing.

The next budget meeting will be scheduled for October 29, 2013 at 9:00 a.m.

With there being no public comment and no further business, Ms. Silvernail made a motion, seconded by Mr. Greenfield, to adjourn the meeting. With there being no questions from the public, the Board voting "aye", the motion passed.

Respectfully Submitted,

Linda Shank
Secretary