

## **Board of Supervisors Budget Meeting, Tuesday September 22, 2015**

A budget meeting of the Board of Supervisors was conducted on Tuesday, September 22, 2015 commencing at 9:00 a.m. Chairwoman, Ms. Silvernail called the meeting to order. Present were Supervisors Mr. Greenfield, and Mr. Taylor and Township Accountant, Mr. Drozd, and members of the community.

Mr. Drozd stated the purpose of this meeting is to review as of August 31, 2015, the input from everyone for the meeting in October. The General Fund comparison of the 2015 budget versus actual as of August 31, 2015, on the receipt side, shows real estate taxes are 93.6% collected and local service tax is 63.3% collected. Fines and forfeitures are down, charges for services are down, and developer contributions are down by \$18,151.00 due to Lafayette Square Phase 2 being delayed. Trash fees for 2015 are 87.3% collected. The disbursements show Engineering is over, public works sanitation and Liquid Fuels is over due to the past winter. Special Projects including the Sadsbury Village Enhancement Project is over and scheduled to begin in the spring of 2016. Mr. Drozd reported the Sewer Fund expense numbers are in line with the actual budget. The sewer billing is more current with PAWC and Lafayette Square.

Mr. Drozd stated he assumes the Township will hire a replacement Treasurer and he suggests keeping the part-time office person in the budget. The Public Works Department needs a new snow plow for the 2009 Ford. There is a reimbursement from the insurance company for damage to the old plow. A new heavy-duty plow that can be transferred to another truck and to fix the hydraulics on the 2009 Ford will cost \$9,777.00 and delivery will be mid-February. Mr. Drozd, along with the approval of the Board of Supervisors, advised Mr. Simmons to order the plow and it will be budgeted as a 2016 item. Mr. Drozd asked if there was an intention of adding a new truck next year. Mr. Simmons replied it is in the 5 year plan but a new truck is needed as soon as possible. The 2003 truck was never replaced. Ms. Silvernail suggested to down-size to something such as a 550 diesel. Mr. Drozd instructed Mr. Simmons to get quotes for a big truck and a smaller truck. Mr. Simmons stated that chains for the back-hoe are around \$1,000, subject to change and shipping is not included. Mr. Drozd stated he can budget for chains. Ms. Silvernail instructed Mr. Simmons to get a quote for chains for the back-hoe for Mr. Drozd and order them.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to allow Mr. Simmons to order chains for the back-hoe after he gives Mr. Drozd a solid quote. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. Drozd asked what road work needs to be done in the Township so he can determine what to budget. Mr. MacCombie stated Skiles road is probably the worst road in the Township and if done properly would cost \$146,400.00 and would last 15 to 20 years. If the work was down-sized it would cost \$112,000.00 and last 10 to 12 years. Both costs would include having the 2 broken pipes repaired. Mr. MacCombie stated the road is not wide enough for Liquid Fuels; the road is now 14-14 1/2 feet wide and to widen it would cost an additional \$400,000. It would cost between \$20,000 and \$25,000

To oil and chip the road and that would give it a couple years. If the road was just stoned, it could be widened to 16 feet and be eligible for Liquid Fuels. Mr. Taylor wants something done that would make it able to be plowed. Most of the water running onto Skiles Road is coming from West Caln and Mr. MacCombie will have a meeting with the Township Manager of West Caln about water issues on Skiles Road. Mr. Simmons reported that there is a machine shop on Compass Road where water just sits at the end of the drive way, freezes, and thaws and is breaking the road. Mr. MacCombie stated this person had their driveway extended without a permit which is causing the water to sit in the road. Mr. MacCombie will talk to his brother Herbert MacCombie, who knows the whole issue. Ms. Silvernail stated to combine the repairs of Skiles Road with the repairs to Compass Road. Ms. Silvernail stated to see if there is any legal liability to have the resident fix the road. When a resident makes errors on their property and it damages Township property, they should have some responsibility to fix the road. Mr. Taylor and the Public Works Department will listen to this resident's problem after the meeting. Mr. MacCombie reported that there are no road projects as 80% of the Township roads were paved in connection with the sewer project.

Mr. Drozd asked Mr. Simmons about the basketball court. Ms. Silvernail stated that Greg Vietri has paid a fee-in lieu- of for open space, shortly Ethernore will do the same, and eventually the CVS Project. Ms. Silvernail instructed Mr. Simmons to get a quote for basketball court and fence and meet with Jamie MacCombie regarding a plan to pave the court. Mr. Simmons stated he already gave a quote for the surface of the basketball court. The quote does not include fencing and benches. Mr. Drozd needs to have quotes for fencing and benches for budgeting purposes. Mr. Drozd will need to have a quote to replace the mower, and a street sweeper that attaches to the back-hoe. Mr. MacCombie will look into a grant for the street sweeper, but may have to partner with another Township. Mr. Drozd would like to have quotes on a cross cut shredder for the Municipal Office. The Old Township Building will be used for the Village Enhancement Project. Ms. Silvernail is going to organize Township documents for storage and would like to rent a storage unit at Hidden Valley.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to obtain a storage unit at Hidden Valley Storage to store Township documents. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Ms. Silvernail reported the Park and Open Space update in the SALDO will be finished and adopted by the end of the year. She will talk to the Township Planner, Mr. Wayne Grafton, to see if there is anything for next year.

Keystone Valley Fire Department's proposed budget for the present 20% assigned area of the Township is \$40,826.00. An additional 20% of the Township, which would include Lieke Road, Octorara Road, Sadsbury Road, Compass Road, Quaker Road, and the 10 & 30 corridor, would cost the Township \$73,161.00. For 100% coverage the cost would be \$139,407. Sadsbury Fire Company is not interested in merging with Keystone Valley, and it is costly to provide fire service. Sadsburyville Fire Company receives aid from Sadsbury Township, West Caln Township, Bingo, rental of their hall,

and rental from the school busses. Westwood Fire Company and Sadsburyville Fire Company have dual members, and Westwood trucks are used at Sadsbury calls. Sergeant Imhoff stated he has sighted fire guys for speeding and blowing red lights in the Township. Ms. Silvernail stated that Sadsburyville Fire Company has not been regularly attending Board of Supervisors meetings to give their reports. Someone will get hurt with them racing to get to a scene. Ms. Silvernail would like to look at overall level of service, even-though it will cost the Township more money. The Township has received many letters of complaints of fire personnel speeding through the Township, some of people have even been run off the road. The police department will grant no favors to any municipality. Chief Rank stated the fire at Weaver's Mulch resulted in the building being lost. Westwood was called with Keystone being only 2 miles away. Fire trucks were brought in from Lancaster County, but they did not call Keystone. Mr. Greenfield suggested giving Sadsburyville Fire Company their contribution in 2 payments. Mr. Drozd stated it can be given any way the Board wants to give it. Mr. Greenfield asked Mr. Dalmas from Keystone Valley, if Keystone takes over the 10 & 30 corridor, could Westwood still be on the scene? Mr. Dalmas answered no, unless they self-dispatch which they have done in the past. Mr. Taylor stated Sadsburyville Fire Company does not realize the Township can cut their contribution with a stroke of a pen. How much longer can the Township deal with this problem. Ms. Silvernail stated this discussion will continue at the next budget meeting.

There will be no changes in the Delaware Valley Health Insurance. Everyone is happy with the coverage.

The Township received a letter from the TMACC asking for support. The Township will do nothing at this time.

Sergeant Imhoff has E-mailed the Police Department proposed 2016 budget along with the Capital 5 year plan to Mr. Drozd. Sergeant Imhoff gave the Board of Supervisors a quote from Witman Auto Group of Mount Joy for a 4 wheel drive 2015 Chevrolet Tahoe for \$37,900 with the co-stars discount. Ms. Silvernail made a motion, seconded by Mr. Taylor, to allow the Police Department to order a 4 wheel drive, 2015 Chevrolet Tahoe from the Witman Auto Group of Mount Joy, for \$37,900. With there being no questions from the public, the Board voting, "aye", the motion passed unanimously. Sergeant Imhoff stated the car will have to be out-fitted for police duty.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to allow out-fitting of the Chevrolet Tahoe at a price not to exceed \$10,722.00. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. Simmons stated there are some dead trees around the Township Municipal Building that probably should be replaced. Ms. Silvernail stated there will be a check from CVS soon for fee- in- lieu of landscaping, and it can be used to replace the trees.

The Township received a letter from Charles A. Higgins, & Sons increasing their service rates effective January 1, 2016. The contract is up for Higgins in 3 years. The Public

Works Department is not happy with their performance. They were told to document any bad service by Higgins.

The contribution rate for 2016 to PSATS Unemployment Compensation Group Trust Fund will be 3.7%.

Mr. MacCombie reported the detour that was requested by Donald Haas, at the September 1, 2015 Board of Supervisors meeting for the sewer main replacement project that will be done along Main Street in Parkesburg, had an unknown start date. Leike Road has been video tapped in case the road is damaged.

Ms. Silvernail made a motion, seconded by Mr. Taylor, to allow Mr. MacCombie to write a letter to PAWC allowing the detour from Parkesburg through Leike Road due to the sewer main replacement project on Main Street in Parkesburg. With there being no questions from the public, the Board voting, "aye", the motion passed unanimously.

The Township received a Storm Water Management Facilities Maintenance Agreement to be signed between Stephan and Lori Hanaway, 35 Wick Drive and Sadsbury Township.

Ms. Silvernail made a motion, seconded by Mr. Taylor to sign the Storm Water Management Facilities Maintenance Agreement between Stephan and Lori Hanaway, 35 Wick Drive and Sadsbury Township. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

The Webmaster for the Township Web Page, Gail Pietrzyk came before the Board to inform them that she has redesigned the lay-out of the website. There have been many attempted log-ons to the web page in the past, but the security system has been put in place on the site. As of now the page is secure, but as technology advances, addition security could be needed. These are robo-calls attempting to log onto the site to imbed malicious codes to infect computers logging into our site. The cost for hosting and security is \$100.00 a year. It was discussed having on-line payments taken for trash and sewer. More security would be needed and there will be additional fees. Pay Pal or other system through the bank merchant account is where the customer would come to pay their invoices. The fees would be tacked onto the customer's bill and no fees would be paid by the Township. Ms. Silvernail stated we will have further discussion at another time when we have a new Treasurer.

Sergeant Imhoff wants to touch on an October meeting Chief Ranck has to integrate with the county on the Cody System. The majority of police departments use Cody Interface, which automatically generates a report to the County and District Court when a call is received. Cody will waive the \$1,000.00 set up fee. An additional fee of \$1,000 will be added to the Cody Payments. The fee will be \$3,900.00 yearly. Ms. Silvernail stated this is part of the budget. Sergeant Imhoff stated they already use AOPC program with the court system. A fine will be paid on-line to the District Court, and the Police Department will get a hard copy check from the District Court.

Mr. Simmons stated the old Township Building's heating system needs over-hauled and wants to call Rhodes to service the furnace. The hot water heater does not work and is leaking. The Public Works Department uses lots of hot water. Ms. Silvernail directed Mr. Simmons to get prices on a new hot water heater and get a quote of what you want to buy by December 2015.

The next budget meeting will be Wednesday, October 28, 2015 at 9:00 a.m.

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

Respectfully Submitted,

Linda Shank  
Secretary