

MINUTES FOR THE SECOND IN A SERIES OF 2014 BUDGET MEETINGS HELD BY THE EXETER TOWNSHIP BOARD OF SUPERVISORS ON OCTOBER 9, 2013

A 2014 Budget Meeting of the Exeter Township Board of Supervisors was called to order on Wednesday, October 9, 2013, at 7:00 P.M. in the Township Building by Chairman Donald R. Wilson.

The purpose of the meeting was to review the GIS/IT, Engineering, Highway Department and Administration Budgets for 2014.

Supervisors Present: Donald R. Wilson, Chairman
Kenneth A. Smith, Vice Chairman
Dona L. Starr
Gary E. Lloyd
Jeff Bukowski

Others in Attendance:
Troy S. Bingaman, Township Manager/Secretary/Treasurer
Carol I. Leinbach, Finance Manager
Clarence D. Hamm, Highway Superintendent
Eric A. Gardecki, GIS/IT Administrator

Pledge of Allegiance

The Meeting was opened with the recitation of the Pledge of Allegiance.

Award WWTP Roof Contract

Mr. Bingaman referred to a memo from H. David Miller, WQC Assist. Superintendent, recommending the bid be awarded to Spotts Brothers, Inc. in the amount of \$79,800 which was less than the original estimate of \$102,000.

MOTION by Mr. Lloyd, seconded by Mr. Smith, to award the WWTP Ops Building Roof replacement job to Spotts Brothers, Inc., Schuylkill Haven, PA in the amount of \$79,800. Motion carried unanimously.

Engineering Department Proposed 2014 Budget

Mr. Bingaman stated revenues for Engineering were listed as \$317,351 which included a \$150,000 budget for engineering review and inspection fees. However, since there were not many new projects in 2013, the number would be reduced by that amount to \$211,876 and 2014 is budgeted at \$237,493. He stated there was nothing new and no increases were being requested. When asked the status of the printed business directory, Mr. Bukowski responded the EDAC decided not to have a printed version in 2014. Mr. Bingaman stated the \$15,000 included in the budget for the directory could be removed.

GIS/IT Proposed 2014 Budget

Mr. Bingaman stated there was a decrease in the 2014 budget due to a capital purchase that was made in 2013. He stated for 2014, a new voice over IP phone system was being considered to replace the 20+ year old system currently in place. He stated this would give the Township more functionality and would be more user friendly than the one we have today. Mr. Gardecki stated the new system could cost about \$200 less per month to operate when all the different options were included. There was a discussion on the 53 phones the Township has and several optional systems that could be covered. Mr. Gardecki stated Service Electric, the Township's current internet provider, offered a better price than other providers because we are already a customer. The system would include Administration, Police, the Wastewater Treatment Plant, and the Dunn Community Center; and all would be tied together. Mr. Gardecki explained the benefits of the new system noting the ease of communication within departments and with the public; and that the initial investment could be about \$12,000 to \$15,000. There was a general discussion on how the system would operate and that the \$15,000 not being spent on the printed business directory could be used for the new phone system. Also included in the discussion was the need for a new laser printer for the GIS manager. He noted his regular-size, color laser printer could be used in the administration office. Mr. Lloyd asked for a lease price on replacing the current copier in the administration office with a color copier.

Highway/Buildings & Grounds Proposed 2014 Budget

After the Board reviewed the budget, Mr. Lloyd noted items had not changed too much. There was a general discussion on several items. There was a discussion about using natural gas operated vehicles. It was noted the conversion to natural gas was very expensive and there was a question about where the fuel would be purchased. Mr. Bukowski asked about a maintenance contract. Mr. Hamm stated his budget is a bare bones budget, and he has reserved some funds in case of a need for more salt for the roads if winter projections are correct. Also discussed were line items that included snow removal, maintenance and repairs. On hiring a Foreman, Mr. Hamm stated he had proposed budgeting for that position in 2014 for a cost of \$105,000 with benefits; but, understood the Township did not have the money. He stated there were too many jobs to do in a 24 hour period and someone with authority was needed to supervisor the crews that were hesitant to make decisions that would involve authorizing the expenditure of funds. Mr. Bukowski suggested having someone available by contract to handle some of the duties. Mr. Lloyd asked if there was a worker currently working who could handle and be paid for additional responsibilities. The Township Manager stated there were other municipalities that do that and he could look into it. The Board agreed the Highway Department did much more than care for the roads. There was a discussion on maintenance needed on several Township-owned buildings. Mr. Hamm stated he would have to get updated pricing on replacing windows in Mrs. Franckowiak's, Mr. Bingaman's, and the DJ's office. In addition, the seals on the windows at the Dunn Community Center were also well worn. Mr. Hamm stated the HVAC systems were outdated and suggested the best way to approach this program would be to possibly do a five year rehab in segments for a price of \$60,000. He also spoke of replacing the fuel tanks and pumps as the need for diesel fuel was greater than it used to be and the Township only had one tank for diesel and two for other gas. He stated it takes too long to fuel up fire trucks and other equipment. Also the current card system which dates back to 1990 is outdated

as well. Mr. Lloyd asked how much savings was obtained by the Township purchasing its own fuel. Mr. Hamm stated the current estimates were just received today and had to be studied. Mr. Bukowski asked if liquid fuels money was eligible to be used for this purpose. There was a discussion on other items in the budget that included electrical problems and emergency generators at the Reading Country Club. Mr. Hamm suggested the Board consider eliminating the waterless urinals and correct the poor conditions in the bathrooms at Community Park. He stated the water needed to be hooked up to the urinals for sanitary reasons. Mr. Bingaman stated complaints had been received by people who are renting the pavilions and using the facilities at Community Park.

Capital Projects Proposed Budget

Mr. Bingaman stated most of those items had been discussed, and the fuel system and computer software would be added. He stated at the end of 2014, \$260,000 would remain and funds needed for the gas tanks and other items could come from this fund.

Administration Proposed 2014 Budget

Mr. Bukowski stated during the audit there was a discussion about switching to GAP accounting for a cost of \$6,000 or 8,000. Mr. Bingaman stated he was not sure the benefit was worth the cost of switching which he remembered being \$12,000. Mr. Bukowski suggested there were a lot of positives apart from the bond rating issue. Mr. Lloyd asked for PEL to look into that. Mr. Bukowski asked questions about legal services stating it was \$48,000 for 2013. Mr. Bingaman stated he was estimating legal fees for police negotiations and noted it was down from previous years. He stated when Siana, Bellwoar & McAndrew took over, they gave the Township templates that could be used to eliminate some legal expenses. Mr. Bingaman explained the consultant services expenses and the portion the Township would pay against the purchase of items for which grants had been received. There was a general discussion on various other items.

Updates from Previous Budget Meeting

Ms. Leinbach provided two updates for the Board. One was on the Sewer Fund charges, specifically the paying agent fee to M&T bank for bond issues. On the street light expense that looked like the 2013 figure of \$88,000 was high compared to 2012, she discovered a \$17,000 refund had been received in 2012 and was applied against the expense for street lights making it low. She stated the number would have been \$89,000 without the refund.

Giant Letter

Mr. Bukowski requested a letter, proposed by the EDAC, be sent to Giant Foods Store from the Board with concerns regarding the lack of development at the Exeter Promenade since Giant's departure several years ago and its adverse effect on Exeter's local business and community. He stated the letter invited representatives from Giant to a roundtable discussion with Board members, EDAC members, local businesses and residents to discuss these concerns. Mr. Lloyd asked if Giant was standing in the way of the YMCA moving into the space to which Mr. Bukowski stated there were questions with the HVAC. Apparently, the system was changed to eliminate the HVAC system and the cost to replace it was high. Tom Howell asked how the

building was constructed when it was originally built and if all residents were aware of the situation to which Mr. Lloyd stated the reference to residents in the letter was to show there were concerns about it not being rented and about the lack of economic development in the Township. It was noted letters from other businesses at the Promenade would accompany the letter.

MOTION by Mr. Lloyd, seconded by Mr. Smith, to authorize sending the letter to the Giant Foods Corporate Office. Motion carried unanimously.

Senate Bill 1-Comprehensive Transportation Bill

Mr. Bukowski stated he attended the Chamber of Commerce sponsored transportation forum meeting on Friday in which Barry Shoch, Secretary of the State Department of Transportation, and State Senator Rafferty, Chairman of the Senate Transportation Committee, in which Senate Bill 1, the Comprehensive Transportation Bill, was discussed. He also noted PSATS was in favor of it as well. Mr. Bukowski stated the proposed legislation was passed in a 45-5 vote in the Senate in June, and was to be raised on the house floor during the week of October 14th; but, was taken down by the Governor because there were not enough votes to pass it. He requested the Board vote in favor of a Resolution in support of Senate Bill 1, crafted by Mr. Bingaman and edited by him. He stated if it was not passed now it would be years until road improvement matters would be addressed again. He stated the bill would include funding for several area road projects one of which was the E. Neversink/Route 422 off and on ramp. Mr. Lloyd asked if the Board could wait until he found out what Mark Gillen was thinking. Mr. Bukowski felt this was a core function of State government that needed to be funded to which Mr. Lloyd stated he would not deny that.

MOTION by Mr. Bukowski, seconded by Mr. Smith, to pass Exeter's Resolution #2013-17 in support of Senate Bill 1. Motion carried with Mr. Smith, Mrs. Starr and Mr. Bukowski voting in favor, and Mr. Wilson and Mr. Lloyd opposed, both stating they would need to know more about the bill as it is written and Mr. Wilson wanted to know where the money for these projects was coming from.

Kudos to Fire Department

Mr. Bingaman stated he received a call from the resident at 27 Hearthstone Drive thanking the Fire Department for doing a great job at a fire at their home.

Overtime for Santa Escort

Mr. Bingaman stated he had a visit from Mr. Fritz, who plays Santa Claus and rides the Fire Engine through the Township, requesting police protection be reinstated during the 4 nights of visits Santa makes in December. Mr. Fritz told Mr. Bingaman last year, irate residents made threats because Santa did not come down each and every street in the Township. The cost would be approximately \$1,500 for 15 hours.

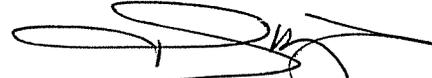
PEL's Review

Mr. Lloyd asked if anything had been heard yet to which Mr. Bingaman stated nothing official had been communicated to him.

ADJOURNMENT

MOTION by Mr. Smith, seconded by Mr. Bukowski, to adjourn the budget meeting. Motion carried unanimously. Meeting adjourned at 8:32 P.M.

Respectfully Submitted



Troy S. Bingham
Township Secretary

**EXETER TOWNSHIP
RESOLUTION #2013- 17**

WHEREAS, our aging transportation system is in need of major improvement and upgrades. The needs of the state's transportation system greatly exceed the current funding available. A core function of state government is and has been to address these needs with additional funding and greater efficiency in the system.

WHEREAS, transportation infrastructure is the physical framework upon which our economy operates and our standard of living depends. A deteriorating infrastructure is a public safety issue and negatively impacts business/industry productivity, employment, competitiveness and quality of place.

WHEREAS, our region's business community firmly believes that a strong transportation system is the lifeblood of a robust economy. The time is right for significant investment in the state's transportation infrastructure to address decades of insufficient funding, maintenance backlogs and necessary capital improvements.

WHEREAS, without new transportation funding the costs of doing business in Pennsylvania will increase due to our inability to move goods and services. Moreover, the cost of doing nothing to improve our transportation system right now will mean higher costs in the future to make necessary repairs and upgrades, resulting in even higher fees and possibly higher taxes and even new taxes to cover the increased costs.

WHEREAS, SB 1 is expected to be considered by the House within the coming weeks.

NOW, THEREFORE be it resolved that we urge the House and Senate to support SB 1 and vote "yes" to pass long-term, comprehensive, adequate, sustainable multi-modal transportation funding as soon as possible.

ENACTED this 9th day of October 2013.

EXETER TOWNSHIP
BOARD OF SUPERVISORS



Chairman

Attest:



Secretary

609645