

BUDGET WORKSHOP II MINUTES | OCTOBER 11, 2018

Minutes of the Pequea Township Budget Workshop II held at 10:00 AM on October 11, 2018 at the New Danville Fire Company, 43 Marticville Road, Lancaster, PA 17603.

Present at the meeting were:

Robert Race, Jr., Chair
Cynthia T. Evans-Herr, Vice-Chair
E. John Hlavacek, Supervisor

Others present:

Lori Ann Leitch, Secretary-Treasurer
Sign-in Sheet Attached

CALL TO ORDER

Chair Race called the meeting to order at 10:00 AM and led the recitation of the Pledge of Allegiance.

ANNOUNCEMENTS

- The first and foremost priority of this meeting is to publicly conduct Pequea Township business. In that effort, the Supervisors sincerely ask everyone in attendance to stay focused on what is of best interest for our township and during that process be respectful towards other people's comments, concerns and/or feelings. Expression of personal feelings of disrespect or disruption of this meeting is not an option.
- An opportunity for public comment will be given before the Board takes official action on agenda items. Public comment for items not on the agenda will be taken at the end of the meeting. When the Chair opens the floor, please come to the lectern, state your name and address, and limit your comments to three minutes. Additional time may be granted at the Board's discretion.
- Additional Budget Workshops will be held October 25 at 6:30PM and November 8 at 10AM.
- The Board of Supervisors held an Executive Session at 9:30AM on Friday, October 5, 2018 to review the collective bargaining unit's proposal.

OLD BUSINESS:

1. Review 2019 Proposed Budget

Vice-Chair Evans-Herr identified the General Ledger accounts that may be impacted by the negotiation of the Non-Uniformed Employees' Collective Bargaining Agreement. She instructed the Treasurer to mark the accounts in red on the Budget Worksheet so they can be addressed at a later time.

Vice-Chair Evans-Herr moved to authorize the Treasurer to prepare a Resolution for the Board of Supervisors to consider transferring money to the Operating Reserve Fund at the regular meeting on October 17, 2018. Chair Race seconded the motion. All voted in favor; none opposed.

Vice-Chair Evans-Herr moved to authorize the Treasurer to prepare a Resolution for the Board of Supervisors to consider transferring money for a salt shed to the Capital Reserve Fund at the regular meeting on October 17, 2018. Chair Race seconded the motion.

Ken Adams of 39 Cobblestone Drive asked for the amount of money currently in the Capital Reserve Fund for the salt shed. Vice-Chair Evans-Herr responded fifty-thousand dollars (\$50,000.00) plus interest.

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All voted in favor of the preparation of the Resolution; none opposed.

Supervisor Hlavacek recommended reducing the amount budgeted for Legal Services.

Mr. Adams criticized the Board of Supervisors for appointing the Solicitor the Right-to-Know Officer. He believes the Township could save money if an employee served in this capacity. Vice-Chair Evans-Herr explained the requests being received require legal expertise.

Chair Race and Vice-Chair Evans-Herr reviewed the pending legal matters and agreed to leave Legal Services at \$75,000.00.

Supervisor Hlavacek recommended reducing Engineering Services. His proposal was not supported.

Jackie Johns of 23 Pine Lane endorsed a conservative approach to budgeting.

Supervisor Hlavacek questioned the budgeted amount for Animal Control. Vice-Chair Evans-Herr informed him the Township is charged by the SPCA for each stray dog it accepts.

Supervisor Hlavacek asked if Snow Removal could be lowered. Vice-Chair Evans-Herr advocated pre-treating the roads.

Vice-Chair Evans-Herr moved to change the title of the General Ledger account for Storm Sewer Repairs and Maintenance to Storm Sewer Supplies. Chair Race seconded the motion. All voted in favor; none opposed.

Supervisor Hlavacek recommended reducing 446.313 Stormwater Engineering (MS4) from \$15,000.00 to \$12,000.00. He did not receive a second.

Vice-Chair Evans-Herr moved to retire the General Fund budget until the collective bargaining agreement has been solidified. Chair Race seconded the motion. Chair Race and Vice-Chair Evans-Herr voted in favor; Supervisor Hlavacek voted nay.

The Board of Supervisors reviewed the Highway Aid Fund budget.

Supervisor Hlavacek shared the information he received from the Township Engineer regarding a small portion of the right-of-way on Erb Avenue being paved for maneuvering the plow truck.

Chair Race relayed the Township Engineer's advice regarding repairs to the wing walls on the Silver Mine Road culvert.

Don Purdum of 129 Marticville Road feels a Roadmaster would help identify priorities. He encouraged the Supervisors to consider budgeting for the position.

Ms. Johns suggested revisiting the General Fund budget to add a Roadmaster.

Chair Race moved to budget for a Roadmaster. Vice-Chair Evans-Herr amended the motion to authorize the Treasurer to insert the amount budgeted for a Roadmaster in 2017 with a small increase. Supervisor Hlavacek advocated promoting a current employee to Roadmaster instead of adding to staff. Chair Race and Vice-Chair Evans-Herr voted in favor of adding a Roadmaster; Supervisor Hlavacek voted nay.

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Chair Race called a recess at 12:13 PM. The meeting reconvened at 12:19 PM.

The Board of Supervisors reviewed the Recreation Fund budget.

Vice-Chair Evans-Herr recommended transferring Silver Mine Park into a 501(c)(3) non-profit organization to maximize its eligibility for grants.

Tom Haas of 2194 New Danville Pike suggested giving the Park to the County. Vice-Chair Evans-Herr replied the County is not interested. The Lancaster County Conservation District might be willing to purchase it, but for significantly less than its value, and they would not maintain it.

Mr. Purdum provided information regarding the pros and cons of a 501(c)(3).

Vice-Chair Evans-Herr proposed issuing permits for activities in the park to generate revenue. She described a wildlife management permit to authorize controlled hunting, a firewood permit to allow the cutting and removing of wood, and a vendor permit to allow the sale of merchandise and concessions in the park.

Mr. Adams asked if there is any potential income to Pequea Township from Willow Run in 2019. Vice-Chair Evans-Herr replied it was already received.

The Park and Recreation Board requested an increase in payroll. They project mowing will take 12 hours each week from March 15 – October 31 for an approximate total of 400 hours.

Supervisor Hlavacek recommended keeping park payroll at \$18,864.96 and reducing Park Maintenance and Repairs from \$10,000.00 to \$6,000.00. No second.

PUBLIC COMMENTS: None

ADJOURNMENT

Chair Race adjourned the meeting at 1:33 PM.

Respectfully Submitted,



Lori Ann Leitch, Secretary

