

# BOARD OF SUPERVISORS Budget Workshop 1

## November 8, 2023

The Pequea Township Board of Supervisors met at 6:00 pm at the Pequea Township Municipal Building.

### Present at the meeting were:

Harry Lehman, Chairman Tom  
Haas, Vice-Chairman  
Eric Lucas, Supervisor  
E. John Hlavacek, Supervisor  
Michael Novak, Supervisor

### Others present:

Jeff Kreider  
Rob Reidenbach, Asst. Twp. Recording Sec.  
Dawn Rineer, Twp. Treasurer  
Jackie Johns  
Brian Herr-roadmaster  
Chief John Michener

**CALL TO ORDER:** Chairman. Lehman called the meeting to order at 6:00 PM

Pledge of Allegiance

### ANNOUNCEMENTS:

- Public meetings may be both audio and video recorded.
- These workshops have been properly advertised in Lancaster Newspapers.
- Chairman Lehman thanked and praised Treasurer Dawn Rineer for her dedication and expertise in preparing this budget. Lehman liked the budget's layout and explained this workshop was held a month later than usual so Dawn had more time to receive accurate income/expense projections.

### WORKSHOP 1 AGENDA

#### COMPLETION OF RECREATION FUND BUDGET

**Board discussion** centered on Supervisor Lehman's noting that the Rec Fund did not see any income from housing developments. He lamented this Fund is not self-supporting with costs exceeding income and will be increasingly relying on financial support from the General Fund in future years.

#### COMPLETION OF STATE HIGHWAY FUND BUDGET

**Board discussion** centered mainly on future road repair needs and how the Township prioritizes with the help of Roadmaster Brian Herr. Herr spoke on the 2024 roadwork to be done on Hill Road and Silvermine Road. Chairman Lehman said the Township is working through Rep. Steve Mentzer to request help with the amount of liquid fuel funds received from the State by having a tax levied on electric vehicle use of roads. He said that road repair needs far exceed Pequea Township's budget capability and is the Township's biggest problem.

**COMPLETION OF GENERAL FUND BUDGET**

**Board discussion** centered on:

- (1) real estate transfer tax and liquid fuels tax revenues are down
- (2) township legal expenses are the lowest since 2015
- (3) police budget is in line with 2023 with cost up due mainly to the new police car which hopefully will be covered by a grant
- (4) Roadmaster Herr elaborated on the new salt shed and salt capacity, Sprecher Road catch basins, equipment maintenance and repair, and a new drain tank for the township's maintenance building
- (5) income on investments was up significantly over past years due to our treasurer's diligence and the Board's approval
- (6) final disposition of remaining American Rescue Plan Funds.

**Voting:**

Chairman Lehman moved to forward the 2024 State Highway Fund proposed budget to the Budget Hearing to be held at 6:00 pm on December 20, 2023 at the Pequea Township Municipal Building. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

Chairman Lehman moved to forward the 2024 Recreation Fund proposed Budget to the Budget Hearing at 6:00 pm on December 20, 2023 at the Pequea Township Municipal Building. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

Chairman Lehman moved to forward the 2024 General Fund proposed budget, that provides for a .078 mill tax increase taking the total Township millage to 1.645 mills, to the Budget Hearing to be held at 6:00 pm on December 20, 2023. Supervisor Lucas seconded the motion. During discussion on the budget's \$63,222.84 deficit and the true deficit of \$133,571.18 when factoring in the ARP funds remaining for use in 2024, each supervisor gave his views on why a tax increase was necessary, excepting Supervisor Hlavacek who felt the deficit could be eliminated by taking the necessary deficit funds from our capital reserves. Lehman explained that we were taking some Capital Reserve funds (\$26,314.13) to fill part of the deficit already, but if 2024 expenses are lower than budgeted and/or income is higher, all or part of the Capital Reserve Funds budgeted for use may not be needed. The balanced 2024 proposed budget was set at \$2,352,141.24. Supervisors Novak, Lehman, Lucas and Haas voted in favor, agreeing there was "no fat to be cut". Supervisor Hlavacek opposed.

**New Business:**

**1. Discuss Recreation Fund Account Monies Authorizing renewal of Certificate of Deposit  
via Resolution**

Following a lengthy discussion regarding CD vs. money market options for investment, CDs were chosen. Then discussion focused on length of term, amount per CD and timing strategies. A one year term for a \$230,000 CD and a 6 month term for a \$120,000 CD were agreed upon. Chairman Lehman moved to pass



Resolution #663-2023, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, authorizing the purchase of Certificate of Deposit(s). The Board of Supervisors of the Township hereby authorize the Treasurer to transfer unencumbered Recreation Fund money in the amount of \$350,000.00 to Certificates of Deposit- a one year CD for \$230,000.00 and a 6 month CD for \$120,000.00. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

**2. Consider Submitting PA DCED Grant Application for Medium-Duty Truck via Resolution**

Vice-Chairman Haas moved to pass Resolution #664-2023, a resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, designating two officials to execute all documents and request Grant. Be it resolved that Pequea Township of Lancaster County hereby request a Statewide Local Share Assessment grant of \$148,335.00 from the Commonwealth Financing Authority to be used for a new Medium Duty truck. Be it further resolved that the applicant does hereby designate Harry D. Lehman III (Chairman) and Dawn Rineer (Administrator) as the officials to execute all documents and agreements between Pequea Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Chairman Lehman seconded the motion. All voted in favor; none opposed.

**3. Discuss Broadband Ordinance and designate signer(s) of all documents pertaining to Ordinance**

Chairman Lehman moved that we instruct our solicitor to prepare the necessary Broadband Ordinance for review. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

**PUBLIC COMMENTS:** The Board accepted public comments throughout the meeting.

**CONCLUSION:** Vice-Chairman Haas thanked Treasurer Dawn Rineer and Chairman Harry Lehman for their many hours spent producing this accurate-as-possible proposed budget.

**\*note-**the second budget workshop, conditionally scheduled for November 14, 2023, is now canceled as all necessary budget work has been completed.

Workshop adjourned at 8:34 pm.

Respectfully submitted,  


Robert Reidenbach

Asst. Twp. Recording Sec.

Pequea Township Board of Supervisors  
Budget Workshop #1 - 6-9pm  
Wednesday 8, 2023 - Pequea Township Municipal Bldg.

Pequea Township Municipal Bldg.

Sign IN

1. Jackie Johns Pref
2. B. Allen ROADMASTER
3. John Milner
4. R. Kreider
- 5.
- 6.