

MINUTES OF THE BUDGET WORKSHOP MEETING OF THE LOWER SOUTHAMPTON BOARD OF SUPERVISORS HELD WEDNESDAY, OCTOBER 24, 2012 AT 6:30 PM IN THE ADMINISTRATION BUILDING, 1500 DESIRE AVENUE, FEASTERVILLE, PA 19053

Roll Call: John McMenamin
Keith Wesley
Joseph McFadden
Julia Newman
Ed Shannon

Staff Ted Taylor, Township Manager
Bob Butts, Finance Director
Carol Drioli, Zoning Officer
William Oettinger, Fire Marshal
Sally Pollock, Librarian
Linda Pupkiewicz, Assistant to Librarian
Library Board Members
Janet Hude, Township Secretary

Budget meeting call to order at 6:30 pm

Mr. Butts said he has been looking at the entire budget as a whole and then spoke with the Department Heads. Mr. Butts noted that in looking at the entire budget it is approximately 94.75% done and a lot of the funds are very simple. Mr. Butts also noted that with regard to going over the budget with the Department Heads he did not review with things like payroll, benefits, etc because this is not really something they can change.

Mr. Butts said one of the main changes in the 2013 budget is the Debt Service Fund - need additional monies, we will be transferring 1 mil from the General Fund to the Debt Service Fund, and there will be no change in the millage in any other fund. Mr. Butts said at this point there will be no tax increase for the Township's taxpayers.

Mr. Butts explained how the Earned Income Tax is collected during the year and when the Township expects to receive the money from each quarter.

Mr. Butts said the estimate for 2012 in the General Fund was 8.3 million and explained what the difference was between 2012 and 2011.

The following are items being added to the budget for the year 2013.

Fire Marshal Office - part time Secretary - going full time - due to the work that has been generated in this department. The Fire Marshal added an additional \$25,000 to his budget for a Fire Service Study which includes the following - Fire Department Vehicles, Manpower, Services Provided, Fire Stations, Equipment, Training, Administration/Financial and Reference Material (see attached) Mr. Oettinger noted that this was just an idea for the Board to use to see how the fire companies are doing. Mr. McFadden noted that there has been no millage increase for the fire companies since 1981.

Zoning Department - Mr. Butts noted the estimate for 2012 fell well below in this department. Mr. Butts said one of the reasons was that there is an Inspector that has been out on Short Term Disability since September; also land development plans have not been coming in. Mr. Butts noted that Ms. Drioli has worked very diligently in keeping her expenses down.

Police – Mr. Butts noted that due to negotiations he will not be able to say what the payroll will be for the police for the year 2013. However, the budget has incorporated a 3% increase for Police payroll.

Mr. Butts said he noticed that with the Public Works Department 70% of their payroll is taken out of the Public Works Department and 30% is taken out of the Sewer Fund and the Public Works Director’s pay is 100% out of the Sewer Fund.

Library – Mr. Butts said he has met with Ms. Pollock & Ms. Pupkiewicz regarding their budget. Have put into their budget a 3% raise for entire Library Staff (20 part-time personnel and 3 full time personnel (Sally, Linda & Dennis). Mr. Butts said he put in a cushion of \$5,000 for payroll and computer operating expenses. Mr. Butts said there is a mandate by the Bucks County Libraries of \$6,000 for the year 2013. Mr. Butts said in the Library’s Capital Reserve Fund there is \$41,000 to be used in the future for improvements such as carpeting, furniture and fixtures within the Library. Mr. Butts noted that the Friends of Library run fund raisers to help the Library with various items.

Dolphin Swim Club – Mr. Butts said he would suggest that the Township hire an outside Pool Manager to run the Dolphin Pool. Mr. Butts noted that last year it cost the Township approximately \$250,000 to run and maintain the pool, he has received a quote from one company for \$97,000 to run the pool. Mr. Butts said he would also like to look at having an outside vendor to run the snack-stand, but have the gate house run by the Township. These are three things he would like the Board to think about. The other thing to think about is how to handle life guards – either the Township hires them or possibly the Pool Manager hire them.

Meeting adjourned at 7:30 pm

Ed Shannon, Secretary