

MINUTES OF THE BUDGET WORKSHOP MEETING OF THE LOWER SOUTHAMPTON BOARD OF SUPERVISORS HELD WEDNESDAY, NOVEMBER 18, 2015 AT 6:30 PM IN THE ADMINISTRATION BUILDING, 1500 DESIRE AVENUE, FEASTERVILLE, PA 19053

Roll Call:	Keith Wesley Patrick Irving Ed Shannon Joseph McFadden Kim Koutsouradis
Staff	John McMenamin, Township Manager Joe Galdo, Finance Director William Wiegman, Police Chief Carol Drioli, Zoning Officer William Oettinger, Fire Marshal Matt Gilbert – Park & Rec Director Janet Hude, Township Secretary

Budget meeting called to order at 6:30 pm

Liquid Fuels – Fund 35

Mr. McMenamin said use any money from this fund for paving this year, trying to build up this account. There will be a transfer from the General Fund in the amount \$14,220.00 for a correction of the 2010 Audit finding. There is also a substantial increase in Motor Vehicle Fuel Taxes and we have increased this to \$505,800.00. Mr. McMenamin did note that we are limited on what we can do with the money in the Fund.

Capital Reserve – Fund 30

Mr. McMenamin said we did not were going to make a transfer from the General Fund in the amount of \$250,000.00 but we have increased that to \$375,000.00. In this fund we have broken down all the radios that we have received into the different departments and at this point in time we have not received an invoice from County so we are not sure how much we will have to pay this year. Mr. McMenamin said next year he would like to put these radios on the RDA list to get some of this money back, hope to put in for approximately \$400,000.00.

Mr. McMenamin also noted that under Capital Improvements Parks we have put in \$20,000.00 for poles and light fixtures for Township Fields at an estimate cost of \$15,000.00 and \$20,000.00 for Playwicki Farm. We have also put in this fund \$350,000.00 for paving.

Operating Reserve – Fund 95

Mr. McMenamin said we would like to put another \$250,000.00 in this fund if possible from the General Fund. Mr. McMenamin said and if we don't spend any of this money we will have \$1,720,431 in this fund.

General Fund – Fund 1

Mr. McMenamin said we did make some changes in this Fund since the last time the Board had seen this. One being we transferred \$14,220.00 to the Liquid Fuels Fund and transferred \$375,000.00 to the Capital Reserve Fund. Mr. McMenamin said as of right now the General Fund has 3.1 million

dollars in it and that should go upon the once the rest of the EIT money comes in which is usually sometime in April.

Capital Improvement Plan – 5 Year Plan – 2016-2020

Multi-Year Capital Planning

- Importance of looking long term at capital needs
- Recommended by Government Finance Officers Association (GFOA) as a “best practice”
- Importance of separating capital planning from annual operating budget process

Capital Planning Steps

- Identify needs
- Determine Costs
- Prioritize projects
- Develop financing strategies

5-Year Capital Plan

Administration – 2016-139K; 2017-219K; 2018-13K; 2019-119K; 2020-11kK; Total 735K

Public Works – 2016-735K; 2017-3.380M; 2018-460K; 2019-440K; 202-640K; Total 5.655M

Fire Marshal – 2016-0 2017-100K; 2018-12K; 2019-40K; 2020-0; Total-164K

Park & Rec – 2016-35K; 2017-225K; 2018275K; 2019-90K; 2020-0; Total 625K

Police Dept. – 2016-173K; 2017-958K; 2018-2.698M; 2019-208K; 2020-178K; Total 4.215M

Grant Total – 2016-1.082M; 2017-4,882M; 2018-3.584M; 2019-897K; 2020-957K; Total 11.382M

Administration:

Twp. Bldg. Exterior – Paint & Landscaping – Project cost 15K in 2016

Twp. Bldg. Roof – Replace Roof – Project cost 40K in 2017

Twp. Bldg. Interior – Remodel & Painting – Project cost 20K in 2018

Twp. Bldg. HVAC – Replace – Project cost 40K – 20K in 2016 & 2017

Broad Casting – Replacement – Project cost 40K in 2017

Computers – Replace – Project cost 40K in 2017

Radios – Emergency – Project Cost ongoing – 114K in 2016 through 2020

Public Works

PW Bldg. – New Bldg. – Project Cost 2.8m in 2017

Vehicle Replaced – Small Dump Truck – Project cost – ongoing 80K in 2016, 2018 & 85K 2020

Vehicle Replaced – Pick-up Truck – Project cost – ongoing 80k in 2016 & 45K in 2019

Vehicle Replaced – Front End Loader – Project cost 150K 45K in 2016

Vehicle Replaced – Large Dump Truck – Project cost – ongoing 150K in 2016, 175K in 2017 & 175K in 2020

Mowers – Replaced – Project cost – ongoing 25K in 2017 15K in 2019

Road Improvement – Paving – Project cost – ongoing 350K 2016 through 2020

Stormwater – Various – Project cost – ongoing 30K 2016 through 2020

Fire Marshal

Vehicle 10 year plan – Replace 2009 Escape – Project cost – 40K in 2019

Computer – Replace – Project cost – 12K in 2018

Garage – 1 Bay P/W Bldg. – Project cost – 100k in 2017

Park & Recreation:

Field Lights Twp. – Replacement – Project cost – 15K in 2016

Playground & Fencing Dolphin Fields – Replace new – Project cost – 5K in 2017

Sweetwater Riparian Barrier – Replace – Project cost – 5K in 2017

Playwicki Farm – Expand Parking – Project cost 10K in 2018

REMP – Replace Lights LED – Project cost 450K – 200K in 2017 & 250K in 2018

Playwicki Amphitheatre – Amphitheatre – Project cost 90K in 2019

Police Department

Twp. Bldg. Headquarters – Refurnish – Project cost 800K in 2017

Optional Headquarters – New Facility – Project cost 2.5M in 2018

Vehicles – Replace – Project cost – ongoing 150K in 2016 & 2017; 160K in 2018 & 170K in 2019 & 2020

AED – Replace – Project cost ongoing – 3 per year – 3K in 2016 through 2020

Tasers – Replace – Project cost 3 year protection – 10K in 2016 & 2019

Guns – Replace – Project cost – 30K in 2018

Computers – Replace – ongoing – 10K in 2016; 5K in 2017 through 2020

Mr. McMenamain mention that the Policy Handbook has been changed as mentioned at the last meeting – Sick buy back is now 1-3 days 75%, 4-7 days 85%, 5 days at 100% and now the employees can back 15 days instead of just 12.

Mr. McMenamain said good news the Maple Bridge opening is going to be next Wednesday, not sure what time because they might have a ribbon cut ceremony.

Mr. McMenamain said we also received the mail today the check for the toters in the amount of \$249,975.00.

Meeting adjourned at 7:00 pm.

Ed Shannon, Secretary

These minutes were approved by the Board of Supervisors at their meeting of December 9, 2015.