

MINUTES OF THE BUDGET WORKSHOP MEETING OF THE LOWER SOUTHAMPTON BOARD OF SUPERVISORS HELD WEDNESDAY, NOVEMBER 9, 2016 AT 6:30 PM IN THE ADMINISTRATION BUILDING, 1500 DESIRE AVENUE, FEASTERVILLE, PA 19053

Roll Call: Patrick Irving
Keith Wesley
Joseph McFadden
Ed Shannon
Kim Koutsouradis
Mike Savona

Staff: John McMenamin, Township Manager
Joseph Galdo, Finance Director
Matt Gilbert, Parks & Recreation Director
Robert Hoopes, Public Safety Director
Carol Drioli, Zoning Officer
William Oettinger, Fire Marshal
Christina Lynn, Township Administrative Assistant

Budget meeting was called to order at 6:30 pm.

Police Department:

Robert Hoopes explained that the Crossing Guards Payroll would increase due to a \$.25 salary increase per Crossing Guard next year. Mr. Hoopes said that there is a new line item for School Resource Officer for \$93,000. Currently, our officers only do walk-throughs at the schools but are not dedicated to the school district. Neshaminy School District would pay for half of this officer's salary and benefits. Mr. Hoopes said a benefit to hiring this officer is we can utilize this officer to cover shifts for vacations during the summer months. Mr. Irving asked if this would be a new hire. Mr. Hoopes answered yes. Mr. McFadden asked who would pay for the vehicle. Mr. Hoopes said the Township would. Mr. Hoopes said the School Board has not approved this yet. If they approve the hiring of this officer, then the Board of Supervisors would have to approve.

Mr. Hoopes said that in 2017 there is some minor equipment that would need to be purchased – flares and traffic safety equipment \$3,000 and 6 SERT helmets \$4,000. Mr. Irving asked what is the difference between the helmets the officers use now to the SERT helmets. Mr. Hoopes answered that the SERT team responds to catastrophe situations (such as an active shooter at a school). These helmets are heavy-duty gear and offer more protection.

Mr. Hoopes said there is an increase in Computer Expenses next year because of the Metro Alert License, purchase of Schedule Software, TRACS, and CrashZone Software. Metro alert is the license plate reader we always use and we need to renew the license (\$6,000) and add 5 additional users (\$5,000). Schedule Software is a paperless system that handles police schedules and time off. TRACS will cost \$1,200 per car (we need in 4 cars). TRACS will allow the officer to swipe a driver's license, issue the ticket, and send directly to the court. CrashZone is a software that will assist with accident reporting. We will be sharing this with Northampton Township.

Under Capital Equipment, Mr. Hoopes stated that they are budgeting to purchase 14 vests and 3 SERT vests next year.

Library Capital Reserve – 25:

Mr. McMenamain stated that the Library building is getting older and it will need a new HVAC unit. Mr. McMenamain said that he would like to put \$10,000 in their reserve to plan for the future.

Capital Reserve Fund – 30:

Mr. McMenamain said we are carrying over \$377,000. Mr. McMenamain reminded the Board that we have to pay for RDA projects through this fund and we get reimbursed so sometimes you will see a deficit.

Mr. McMenamain said that under Capital Purchases – Police, we might have to purchase 2 police vehicles if the RDA does not award us for those purchases. We also need to pay \$10,000 for the County DNA program (it's the last year) and \$11,000 for body cameras. Mr. McMenamain said that if we receive RDA money to pay for the emergency radios, it would help pay that debt down quicker.

Mr. McMenamain said that our phone system has to be updated. We have two options – first, updating what we currently have (saving about \$1,000/month) or having a dedicated fiber line with Comcast (saving about \$600/month). We need better security and storage. The server for the body cameras costs \$9,000.

Mr. McMenamain stated that the command vehicle for the Fire Marshal's office is in the budget for next year. We did not go to the RDA for this vehicle. Also, in Public Works Capital Purchases, Mr. McMenamain said they factored in the three items proposed for RDA that were not submitted – the backhoe, the chassis, and the Ford F550 with plow & spreader.

Mr. McMenamain said that part of the Construction & Rebuilding money for next year (\$400,000) needs to be dedicated to the repaving of the Neshaminy Activity Center's parking lot.

Mr. McMenamain said that the Capital Improvement for the Parks needed is new light fixtures at the ball fields right here. Playwicki Farm needs a new electrical box and the foundation of the building needs to be done.

Sewer Capital Reserve – 31:

Mr. McMenamain said that they are transferring \$100,000 from the Sewer Fund to build up the fund. There are no big capital purchases needed. Mr. McMenamain said that \$130,000 is needed to update the pump stations electrically.

Operating Reserve:

Mr. McMenamain said this fund is the same as in the past - \$250,000 to hold but we don't expect to touch it.

Ed Shannon, Secretary

THESE MINUTES WERE APPROVED BY THE BOARD OF SUPERVISORS AT THEIR
NOVEMBER 16, 2016 MEETING.