

MINUTES OF THE BUDGET WORKSHOP MEETING OF THE LOWER SOUTHAMPTON BOARD OF SUPERVISORS HELD WEDNESDAY, NOVEMBER 15, 2017 AT 6:30 PM IN THE ADMINISTRATION BUILDING, 1500 DESIRE AVENUE, FEASTERVILLE, PA 19053

Roll Call: Keith Wesley
Joseph McFadden
Edward Shannon
Kim Koutsouradis
Deborah Kaplan

Staff: John McMenamin, Township Manager
Ted Krimmel, Chief of Police
Bill Oettinger, Fire Marshal
Matt Gilbert, Park & Recreation Director
Christina Lynn, Township Administrative Assistant

Budget meeting called to order at 6:30 pm

General Fund - 1

Mr. McMenamin informed the Board of Supervisors that there are slight increases over the columns. Under the Rents column, the reduction in budget is because of the courthouse closing. Mr. McMenamin explained the reason line item 310.110 Miscellaneous Reimbursement was so high for 2017 is because of the snowstorm reimbursement the Township received from FEMA for the bad snowstorm in 2016. Line item 380.225 Insurance Reimbursement also is large because our insurance company is doing a great job in getting us reimbursed from insurance companies when there is a car accident involving a traffic signal, etc.

Mr. McMenamin said under Financial Administration, line item 402.313 Other Accounting had an increase in 2017 because we hired the outside accounting firm to come in twice a month to do the bookkeeping. Mr. McMenamin explained the savings is shown under payroll and taxes. The accounting firm does the job of the former bookkeeper in only 32 hours per month.

Mr. McMenamin said under Insurance & Prior Year's Taxes, the Police Workers Comp is high because of an officer being out all year. Another officer has been out for part of the year as well.

Mr. McMenamin explained that the Interfund Operating Transfers, the money is placed there if needed. If we put money out for an RDA purchase, the RDA will reimburse us.

Mr. McMenamin said that the 2018 payroll budget includes pay increases for all union positions. Mr. McMenamin said they will discuss pay increases for Department Heads and Administration at the next meeting.

Mr. McMenamin said the Township will end 2017 in the black by \$300,000 – 400,000.

Capital Reserve - 30

Mr. McMenamin explained that a lot of this fund is based on not getting RDA grants. Mr. McMenamin said we will hopefully hear about 2018 RDA grants by December. Mr. McMenamin explained that under line item 407-700 Capital Purchases-Admin, the \$40,000 is for the new audio equipment needed in the auditorium. Discussion ensued about the audio upgrades the Township needs.

Mr. McMenamain discussed that a new roof is needed for the Administration Building and that is included in line item 409-600 Capital Construction TWP Building & Grounds. Discussion ensued about the condition of the roofs on the Township building and the Public Works garage.

Operations Reserve

Mr. McMenamain said there is a transfer of \$250,000 to the General Fund, if needed. This money will serve as placeholder.

Debt Service Fund

Mr. McMenamain discussed a possible bond for the Township, it was decided it would be better to build it into the budget just in case. Mr. McMenamain said they do not want to touch the millage on this fund.

General Obligation Fund

Mr. McMenamain said the fund shows it is zeroed out at the start, and then the bond would be added if the Board of Supervisors decides to go for the bond. The money shown in this fund is for placeholders only.

Ed Shannon, Secretary

THE BOARD OF SUPERVISORS APPROVED THESE MINUTES AT THEIR MEETING HELD ON DECEMBER 6, 2017.