

The 2017 Budget Review meeting of the Douglass Township Board of Supervisors was called to order at 5:44 P.M. Attending were Chairman Tony Kuklinski, Vice-Chairman Fred Ziegler, Supervisor Alan Keiser, Chief Templin, Pete Hiryak, Mike Heydt, Andrew Duncan, Cynthia O'Donnell and approximately 2 residents.

Mr. Kuklinski led us in the pledge of allegiance. Mr. Kuklinski announced that an Executive Session was held prior to tonight's meeting concerning personnel matters, no decisions were made.

Manager Hiryak asked for copies of the proposed budget to be given to the residents in attendance, Ms. O'Donnell distributed the copies.

Ms. O'Donnell gave a review of the proposed 2017 Budget and stated that the largest difference under the highway department was \$573,000 related to County Line Road Bridge Construction. Income – largest increase is under new home construction – estimated \$75,000 for 2017 based on average cost of homes, also there was an increase in Cable Fee income. Police Fines Income has decreased. Interest earnings will be higher next year. Total estimated 2017 income - \$3,721,450.00, 10 year average is \$3,151,000. Mr. Kuklinski asked if there will be a surplus, the Treasurer replied yes, approximately 1.8 million will be carried over to 2017. Mr. Kuklinski asked how are the incoming taxes coming along, the Treasurer replied 10% ahead of 2015 by \$248,000, and the Township is financially sound.

Expenses – the police changes include reallocation for one of the police secretaries (25% admin, 75% police), half the budgeted amount for a new phone system \$5,500, health insurance reflects a 7% increase absorbed by 9 non-uniform employees, no new personnel or vehicles for police however put money away for future police car allocation. Mr. Kuklinski stated we should look at future allocations for recycling vehicles. Highway – the road master asked for part time summer help and full time in October 2017 for increased developments, Mr. Kuklinski stated that the full time highway worker will be revisited for 2017-2018 he does not feel it is needed at this time, the Treasurer deducted those costs from the budget line at \$12,532.00 less to budget however keeping summer part time help. Admin – elected officials wages will stay the same, it could be increased to \$2,250 with adoption, this figure is based upon population. A 3% proposed increase for non-uniform, an increase of 2% for police per their contract. The Treasurers budget line will remain the same, bonds are the same, the auditing will remain the same, tax collector is the same. The Treasurer will give the Tax Collector compensation information to the tax collector - \$26,000 per year for collection of taxes for Township, County, School Taxes, and Street Light Assessment collection. Solicitor fees are same due to County Line Road Bridge & Police Contract, 25% of wages for police secretary, half of new phone system costs. Engineering is \$85,700 includes General Engineering/\$65,000 for MS4 Permitting. Mr. Kuklinski says that MS4 is necessary, well will have to discuss ways to save money in this area with Mr. Hagadorn and the manager, we talked about possibly having an intern do the work (Gen Engr \$10,700, \$63,200 MS4 Permitting, \$35,000 Montco 2040 Design Work for a total of \$108,900). It was discussed to defer Act 209 to 2018, the new building project has its own fund. Fire Co: Workers insurance cost, property insurance, radio installation cost, and contribution will all be the same. Ambulance: Workers insurance, radio installation are the same; the contribution will be the same however we are waiting for financial paperwork from Chief Schmoltze before the 2015 or 2016 contribution is to be released. It was discussed to look into using liquid fuels money for a sign buggy in 2018. Zoning: Commercial inspections \$75,000, budgeted for a zoning officer for a full year, zoning hearing board costs the same, printing – General Code \$10,570.00 for 2016, education and training \$250, workers comp insurance \$56,000, property insurance 10%. Parks: under \$2000 to repair split rail fence. \$53,000 for 2017. Buildings: Mr. Heydt wants to add a \$20,000 addition to recycling building, Mr. Kuklinski asked if there was left over money from this year, the Treasurer responded that the cost of heating was lower so there is money left over if we do the work, Mr. Heydt stated this would be for a water and bathroom area through the demolition for the new building, \$8,000 and add \$12,000 for 2017 recycling building expansion. Contributions: \$500 to New Hanover for Hickory Park Pool so our residents may get reduced membership fees, all other contributions will remain the same. The deficit is \$74,780 before transfers, \$200,000 OPEB obligations, \$10,000 Capital Reserves, \$925,000 3% interest budgeted 7 payments 20 year loan at \$5,130 per month, \$60,000 per year future loan service costs. The bottom line figure is \$320,708.

We can transfer money from the General Fund. Engineering costs were \$23,200 for the new building engineering costs. In 2016 we spent \$28,589 on the new building (\$19,000 for the design drawings, \$3,000 for stone, and \$700 for G&A). A suggestion was given to borrow the entire cost of the new highway building and pay the loan down faster. State Aid: The highway department is purchasing a new truck for \$65,000 fully equipped, \$60,000 for road salt, and \$10,000 for traffic signal repairs. \$250,000 for road construction for Congo Niantic Road, Brain & Thomas Roads, and E. Buchert Road to Specht Road. Mr. Hunter asked if they would be re-doing the bridge on Buchert, Mr. Heydt replied no, only guiderails on the box culvert. Employee Benefit (Police Retirees): the Treasurer stated that we received \$8,000 in interest on CD's toward this and \$200,000 will be transferred from General Fund. Capital Reserves: Interest on money from PLIGIT and transfer of \$10,000 for future Police Vehicle. Act 209: Money in CD \$200,000 earns \$2,800 to improve targeted intersections & signals, \$50,000 cost to eventually expand Act 209. Mr. Heydt said he is looking to upgrade the traffic signal box at Jackson Road & Rt. 100 with \$2,000 from Act 209 if possible. Street Light Assessments: The rate will remain the same. Recycling Fund: At this point we did not have a new waste disposal contract and hauling fees, we will be getting a Recycling Performance Grant, electronics recycling is \$9,500, we will be selling the skid loader, recycling wages will remain the same, and we will be extending the hours at the recycling center by 2 extra hours. Mr. Duncan will work every other Saturday and Mr. Bardman will work the other Saturday's or another part time worker will fill in, Mr. Duncan's time will be split the same, we budgeted for postage for mailing newsletters, new newsletter is in the process. Capital Purchase for recycling: (2pcs) 16' flatbed and a broom for the Skid Steer. New trash bids are out and the bid will be awarded on December 19th, 2016 effective 1/01/2017, Mr. Duncan asked to increase the amount in the recycling supplies budget line for the purchase of two more skids of trash bags \$38,000. No tax increases were discussed for 2017.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the advertisement of the proposed 2017 Tentative Budget. Keiser-Aye, Kuklinski-Aye. Motion passed.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to adjourn the meeting at 7:17pm. Kuklinski-Aye, Keiser-Aye. Motion passed.

The next regular Board of Supervisor's meeting will be held on Monday, December 5th, 2016 @ 7:00 pm.

Respectfully submitted by,
Marcy Meitzler