

The Board of Supervisors of Springettsbury Township held a Budget Work Session on Wednesday, October 27, 2014 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: George Dvoryak, Chairman
Julie Landis, Vice Chairman
Mark Swomley, Asst. Secretary/Treasurer
Bill Schenck
Kathleen Phan

ALSO IN

ATTENDANCE: Kristen L. Denne, Township Manager
Mark Hodgkinson, Director of Wastewater Treatment Plant
Robert McCoy, YAUFRR Chief
Jean Abreght, Stenographer

1. CALL TO ORDER

DVORYAK Chairman George Dvoryak called the Budget Work Session to order. The purpose of the meeting was budget discussions of the Sewer Fund and YAUFRR.

DENNE Ms. Denne noted that she had provided the MUNIS report of the Sewer Fund and Public Works, and the YAUFRR/EMS Funds had been presented in the original General Fund packet.

For the purposes of these minutes, it is noted that there were no motions made nor actions taken. During the review several recommendations/requests were made by various board members, which have been summarized.

Sewer Fund

HODGKINSON Mark Hodgkinson, Director of Wastewater Treatment Plant presented a detailed review of the Sewer Fund Revenue. Total Revenue: \$10,085,000.

- Potential for accepting waste from those to clean out grease traps; significant amount of potential revenue as well as significant amount of potential issues. Review of capital costs, as well as benefits, to be done and report back to the board in 2015.
- Listing of salaries requested by position and department; some are contractual. Request for separate line item for overtime expense; includes

longevity bonus of \$40.00 a year per person. Non-union personnel increases between 1.5% to 1.7%.

- Overhaul of budget accounting to be done during 2015; must be approved by auditors.
- Springettsbury's General Fund Administrative Charges for Sewer Fund User's Group: \$325,000 for two to three years.
- Three computer servers to be replaced at Treatment Plant: \$46,000

Public Works General Fund

- Potential for purchase of Security/Fire System in main township building: \$40,000. System is outdated and replacement parts unavailable. Ongoing maintenance and contracted service: \$1,000/month for all buildings.
- Liquid Fuels paid for Alpine Road Storm Sewer; will be used for Fineview Road Storm System as well. Consideration should be reviewed to use capital funds rather than Liquid Fuels as road maintenance may be curtailed due to funding.
- Strategic Planning/MS4 will become imperative funding consideration.
- Insurance costs continue to be reviewed.

YAUFR

MCCOY

Chief Robert McCoy presented a review of the PowerPoint joint presentation to the board. The Total Proposed Expenditures for 2015: \$4,928,400.

- Revenue (MMO, Insurance Reimbursements, etc): \$533,536; Intergovernmental Revenue due Spring Garden/Springettsbury of \$4,394,864. Springettsbury (60%): \$2,636,918.
- Fund Balance of 4% to be returned to Springettsbury: \$243,504.
- Proposed budget for Contract Services: \$2,393,414.
- Health insurance is 20% of the total expenditure. Workers Comp and Career Workers Comp decreased 26% since 2013; however, Volunteer Workers Comp has gone up 300% due to Cancer Presumption Laws.
- Three-year contract negotiations completed. Projected raise in 2014 of 2.75%; 2015 – 3% increase.
- State Commissioners Fire Grant revenue expected at \$13,100.

Expenditures

Building maintenance should be minimal; HVAC service contract in place. \$5,000 set aside for general repairs.

Capital Budget

- Total requests: \$448,034; \$47,160 in reserve.
- New pumper approved in 2013; to be delivered and paid in 2015. Cost for pumper \$396,746; Springettsbury's share: \$238,047. A Change Order of \$6,288 to be paid out of capital reserves. No additional apparatus purchases expected until approximately 2019.
- Hose replacement: \$10,000.
- Replacement of Battalion vehicle: \$35,000 dependent upon condition of current vehicle.
- Contribution from Relief: \$74,000

EMS

- Revenues year-to-date collected: \$492,601 (over 10 months); total projected revenues: \$591,121.54.
 - Projected ambulance memberships: \$72,000.
 - EMS rates per call: \$700; to be increased to \$725.
 - Fuel increase: \$12/mile to \$13/mile.
 - Refusals: \$100 to be increased to \$115.
 - EMS Memberships: From \$35 to \$40; potential revenue \$11,801.20.
 - Billing in 2013: \$128,000; received \$72,000.
 - Request for pro-ration of actual billing versus memberships received.
 - Total proposed 2015 budget: \$613,000, 8% increase.
- Expenditures
 - Salary/Wages for EMS billing: \$28,000
 - Cornerstone for billing: 7% of billing (about \$56,000)
 - Billing remains at a 30-day window; projected at about \$30,000.
 - Salaries \$350,000 (eight employees); five tenured employees at \$21.98/hour - \$45,718. Three new employees: \$39,435; Depending on negotiations \$118,435 extra in salaries if no positions are hired.
 - \$7,000 for gear/uniforms/insurances.
 - Overtime remains at \$58,000 (current) to estimated \$70,000.
 - Two ambulances with over 100,000 miles
 - Contract Services includes Paramedic @ \$48,000/year.
 - EMT contract for Memorial and Grantley equates to \$42,000.
 - Budget includes eight full-time employees in salary line item.
 - Three positions budgeted.
 - Request for both the revenue and the budget redone for more specifics. Billing numbers to be re-checked for the board.

2. PUBLIC COMMENT

- DVORYAK** Chairman Dvoryak opened the floor for public comment.
- TROTT** David Trott commented that the YAUFRR expenditures should be split between the Charter municipalities.
- PHAN** Ms. Phan asked him for clarification.
- TROTT** Mr. Trott responded that within the lease agreement at the fire station, there should be an expense split between the municipalities. He had heard that comments had been made that YAUFRR was paying Manchester Township's cell phone bills.
- MCCOY** Chief McCoy responded that YAUFRR did not pay for Manchester's Cell Phones. They actually had merged the phones into one bill. Manchester Township is billed, and they provide a check to pay for their share every month.
- LANDIS** Ms. Landis noted that she would like to see who has the cell phones and review plans. She asked how many cell phones were active in the township.
- DENNE** Ms. Denne responded that she would review the listing with Mrs. Bowders and provide an answer.
- RESIDENT** A resident questioned whether there was any interest in going to the MICU Unit concept in Springettsbury. He questioned what percentage of the requests for ambulance service are answered by Springetts ambulance?
- MCCOY** Chief McCoy responded that 83% of the calls are run by Springettsbury ambulance. With regard to the MICU that was considered back in 2010 by providing the board with several options: All ALS, rent an ALS individual, and #3 contract services out. All of the documentation was presented to the board.
- CRUMLING** Larry Crumling commented that the ALS is a major outlay with certifications and supplies, etc. He asked if it would be a money maker.
- MCCOY** Chief McCoy responded it would not due to the salary scales. If it were an ALS unit in service in Springettsbury, it could run anywhere. Upgrades to an ALS unit requires additional certifications and salary scales.
- LANDIS** Ms. Landis commented that there are a lot of top heavy administrative positions.

MCCOY Chief McCoy responded that based on the duties, span of control and supervision of employees, he disagreed.

3. ADJOURNMENT

DVORYAK Chairman Dvoryak adjourned the meeting at 9:30 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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