

**SPRINGETTSBURY TOWNSHIP
WORK SESSION**

**AUGUST 7, 2019
APPROVED**

The Springettsbury Township Board of Supervisors held a Work Session on August 7, 2019 at 3 p.m. at The First Post, 3691 East Market Street, York, PA

MEMBERS IN

ATTENDANCE: Mark Swomley, Chairman
George Dvoryak, Vice Chairman
Charles Wurster, Assistant Secretary/Treasurer
Robert Cox
Justin Tomevi

ALSO IN

ATTENDANCE: Benjamin Marchant, Township Manager
Dori Bowders, Manager, Administrative Operations
Nitza Sanchez-Bowser, Director of Human Resources
Teresa Hummel, Finance Director
Mark Hodgkinson, Director of Public Works/WWT
Colin Lacey, Director of Parks and Recreation
Dan Stump, Chief, Police Department
Abby Gibb, Communications Manager
Andy Hinkle, Manager, Information Systems
Jean Abreght, Stenographer

1. CALL TO ORDER

SWOMLEY Chairman Mark Swomley called the Work Session to order at 3 p.m.

2. NEW BUSINESS

A. Board of Supervisors Presentation

SWOMLEY Chairman Swomley provided The Doctrine of Completed Staff Work, which challenged each of the staff members to raise the standard of work presented to the Board of Supervisors. Completed Staff Work is the study of a problem and presentation of a solution by a staff member to the top decision maker.

B. Capital Improvements Program

MARCHANTMr. Marchant introduced the Capital Improvements Plan for 2020 – 2024. Documentation covering the proposed plan was provided to those present. The CIP includes five years of projected capital expenditures totaling \$44,216,026. A list of all pending capital projects was provided and summarized with the potential funding sources.

HUMMEL Teresa Hummel stated that the documentation was the same as the previous year with input from each of the Directors with very few changes. Each department submitted pending capital projects with descriptions, existing conditions, funding, benefits and impact on operating costs and all were reviewed in detail. An inflationary rate of 3% per year is assumed on the estimated costs of all projects in the CIP. Ms. Hummel indicated she would like to post the CIP on the township's website.

Consensus of the board was to fix the rotten windows in the Administration Building before Winter.

Consensus of the board was to raise the wage for the Summer Park Program to \$11.00/hour.

S-BOWSER Nitza Sanchez-Bowser commented on the need for employers to protect employees and search for ways to deter intruders.

C. Budget Forecast

HUMMEL Teresa Hummel reviewed the Five-Year Financial Plan for 2020 – 2024. Tax Revenue, General Fund is 73.60% of the budget. Use of Fund Balance in the General Fund, dependent upon board approval, is 4.68% or \$729,463 for the MS4 Program, Medical Benefits and Police Pension Liability. Total General Fund Revenues- \$15,579,744. Financial Projections: No Municipal Tax Increase 2020-2024.

Ms. Hummel stated that the next steps include a Capital Improvements Plan for 2020 – 2024; Fund Reserves for Capital Improvements, Intermunicipal Sewer Fund, Sewer Fund and Recreation Reserve Fund; Annual Fees for Water Quality Option 1; Grants; Long Term Financing, General Fund; Long Term Financing, Sewer Fund. Total Amount \$44,216,026. Casino Gaming Permit is ready to move forward with \$30 million worth of investment which will provide revenue. In addition, there are Grants available for funding.

DVORYAK Mr. Dvoryak commented on the plans presented by Buchart-Horn for the new Police Station. He noted that there were a number of items that are not necessary.

MARCHANT Mr. Marchant stated some thoughts on the build and design plans that had been provided by Buchart-Horn, which the board had reviewed. There had been no follow up, and it is important to have some back and forth discussion throughout the project. He did not imagine going back to the preliminary design. When the time is right to review a final design with changes, that probably won't happen until the critical land conversion matter is solved.

WURSTER Mr. Wurster noted that PSATS had advised to review budget plans for definite challenges. He appreciated the work done by Ms. Hummel that will eliminate the need for a tax increase. He encouraged the board to make contact with York

County legislators and connect with Representatives' staff, especially Representative Saylor to learn what can and cannot be done.

COX Mr. Cox mentioned he had become aware of a gentleman who had intervened in a similar matter and effectively release funding for West Earl Township. He might be available to assist in the land conversion matter.

WURSTER Mr. Wurster thanked Ms. Hummel for putting together the documentation and the budget forecast.

3. PUBLIC COMMENT

There was no Public Comment.

SWOMLEY Chairman Swomley adjourned the meeting at 6:30 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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