

**SPRINGETTSBURY TOWNSHIP
BUDGET WORK SESSION**

**OCTOBER 16, 2023
APPROVED**

The Springettsbury Township Board of Supervisors held a Budget Work Session on Monday, October 16, 2023 at 6:00 p.m. at the Municipal Complex, 1501 Mt. Zion Road, York PA in person and by Zoom.

MEMBERS IN

ATTENDANCE: Mark Swomley, Chairman
George Dvoryak, Vice Chairman
Don Bishop (via Zoom)
Bob Cox

NOT PRESENT: Charles Wurster, Assistant Secretary/Treasurer

ALSO IN

ATTENDANCE: Mark Hodgkinson, Township Manager
Dori Bowders, Director of Administrative Operations
Randall Heilman, Community Development Director
Teresa Hummel, Finance Director
Nitza Sanchez-Bowser, HR Director
Dennis Crabill, Director of Public Works
Brandy Shope, Director of Parks and Recreation
Angel Diaz, HR Assistant
Sue Sipe, Stenographer (via Zoom)

1. CALL TO ORDER

A. Opening Ceremony

SWOMLEY Chairman Swomley called the meeting to order at 6:00 PM.

2. PROPOSED BUDGET REVIEW

HODGKINSON Mr. Hodgkinson stated the Board met Monday, October 9 to review Capital Improvements as well as the General Fund budget. He noted this meeting will provide an update on the General Fund budget changes made as well as address questions.

A. Proposed 2024 Annual Budget

HUMMEL Ms. Hummel indicated a revision was made to increase the Non-Uniform, Non-Union employees' salary from 3% to 4%.

- Adjustments were made to Salary, Pension and Social Security tax accounts

- The 4% increase is a potential increase for employees and all increases are based on merit and performance evaluation.

The second item requested was an update on current investments.

- Long-term investments currently earning 4-5% interest
- The Township has 8 long-term investment accounts for multiple funds
- Other operating accounts – earning 1-1½% - smaller or restricted funds
- Interest earnings for the General Fund and the Sewer Fund – 2023 will record the highest interest earnings over the last 15 years

Sewer Fund

- Comparing the 2024 Budget to 2023 – sewer operating expenses has overall increase of 8%
- Salary increases include contract increases for union employees and 4% for non-uniform employees
- Health insurance increase – listed at 10.5%
- Teamsters health insurance – increase of 3.3%
- Both are included in the sewer budget
- Certain expenditures increased by double digits – some with a 30-40% increase
- Wastewater treatment plant operates 24 hr./day – 365 days a year
- Operating utility requires constant repairs and maintenance
- Additional upgrades and renovations are by federal and state guidelines
- Failure to meet those regulations can lead to fines and penalties

Overview of items in the Sewer Fund with major changes over the past year

- Treatment Department 8100 – treatment materials are up 20%
- Every sewer department has increased range of 20-40%
- Treatment repairs – Maintenance category 8137 is recording 45.7%
- Treatment contract services – increases to IT services, HVAC contracts and other miscellaneous services
- Collections – Dept. 8200 East York Pump Station has an increase in repairs and maintenance
- Vehicle operations include increase in fuel usage and costs

Administration

- Dept. 8300 - increase in engineering services based on actual expenditures and increase in projects
- Telephone services reflects a change upgrade with Comcast
- Mail service – postage increases for sewer billing, estimated at \$4,000 per quarter

- Lab Services – Dept. 8400 Increase in employee medical expenditures – change from single to family coverage compared to last year
- Lab industrial and sludge disposal and sludge disposal pretreatment processing – which have increased above inflationary rates

- Total Operating Expenditures - \$12,975,567 – includes \$3.8 million in depreciation expense – non cash item
- Revenue Totals - \$9,511,100
- Changes in interest earnings which are up from last year based on earned investment rates
- Sewer Utility Fees – calculated at the current 2023 rate
- Tapping Fees – down based on slowing redevelopment plans in the community
- Surplus Plan for 2024 - \$362,000 which will go to reserves
- Capital Improvements for 2024 - \$1,615,000 planned

Proposal to Increase Sewer Rates

HODGKINSON Mr. Hodgkinson indicated sewer rates were increased in 2022 to \$5.00/quarter. He noted the history of rate increases since 2007 was provided by Ms. Hummel. The proposed increase is for \$5.00 for 2024 and then \$2.00 for 2025. Ms. Hummel also provided a breakdown of increased revenue - \$175,000.

Discussion was held regarding the announcement of the increase to the residents.

The consensus of the Board was they agree with the sewer increase of \$5.00/quarter for 2024.

3. PUBLIC COMMENT

There was none.

4. ADJOURNMENT

SWOMLEY Chairman Swomley adjourned the meeting at 6:16 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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