

APPROVED

**SPRINGETTSBURY TOWNSHIP  
BOARD OF SUPERVISORS  
BUDGET WORK SESSION  
NOVEMBER 2, 2020**

**MEMBERS IN**

**ATTENDANCE:** Mark Swomley, Chairman  
George Dvoryak, Vice Chairman  
Charles Wurster, Assistant Secretary/Treasurer  
Don Bishop  
Bob Cox

**ALSO IN**

**ATTENDANCE:** Mark Hodgkinson, Township Manager  
Teresa Hummel, Director of Finance  
Dori Bowders, Director of Administrative Operations  
Todd King, Chief of Police  
Abby Gibb, Communications Manager

**1. CALL TO ORDER**

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

This meeting was held via Zoom.

**2. PROPOSED BUDGET REVIEW**

**A. 2021 Preliminary Budget – 2<sup>nd</sup> Review**

Chairman Swomley turned the meeting over to Ms. Hummel.

Ms. Hummel indicated this is the second work session for the 2021 preliminary budget. She indicated this is a review of items discussed at the October 19 meeting, at which time the Board had several suggestions on updating the budget. She provided the updates on a memo attached to the budget as follows:

- The gaming revenue estimated at \$250,000 for 2021 has been removed from the budget.
- She received a re-assessment notification indicating an adjustment for real estate taxes for the Galleria Mall for 2021 which is effective January 1, 2021. Consequently, she decreased the real estate tax revenue by \$25,000 to reflect that change.
- The IT Department budget has been updated and completed for a total budget in the General Fund for \$334,652.

- Adjustment for interest expense related to the construction project was reduced by \$75,000 based on the current interest rates, as well as the fact that the financing will not be completed until March 2021, resulting in nine months of debt service for that project for 2021.

Ms. Hummel stated with the adjustments made, the preliminary General Fund is showing a deficit of \$919,399 for year 2021. She noted they do not have grant funding for the police station, which is still a possibility for 2021, as well as the additional funding for Davies Drive.

Ms. Hummel indicated the report variances were updated to compare the proposed budget for 2021 to the revised budget of 2020. In looking at the individual departments there will be a few variances in the personnel categories with staffing adjustments made during the Covid-19 situation. The 2021 budget is based on a full staffing of all departments.

Mr. Wurster asked about the status of the IT Department as compared to 2019 or 2020. He questioned whether it is an increase or decrease. Ms. Hummel responded that the IT information she posted is slightly higher when comparing both the general fund and sewer fund to last year. She further noted they had an expensive security upgrade which took place earlier in 2020, which was \$36,000 and is in the IT contract services line item for 2020. They did receive some reimbursement funding through the Cares Act through York County, which is in a different revenue account.

Discussion was held regarding the hiring of the outside contractor to cover both wastewater and administration and what the potential savings would be as a result of the reduction of in-house personnel. Mr. Cox mentioned it was his understanding the cost savings was close to \$100,000. Mr. Swomley recalled it was closer to a wash just slightly cheaper with better service. Mr. Wurster noted that was his recollection as well.

Mr. Cox questioned the decrease for the Galleria Mall of \$25,000. He asked how much the individual tax bill is and what is the percentage. Ms. Hummel indicated the original assessment was at just over \$39 million. The new assessment takes it down to \$24 million.

Ms. Hummel stated she is still very conservative on her approach to the real estate taxes for next year and the collection. For this year they are still in the process of collecting and she is hoping they receive those collections by December 31.

A question was asked as to whether there is any update on the real estate transfer tax. Ms. Hummel indicated they are working on that calculation but she has not seen the final tally for October. She will advise when it is received.

Mr. Wurster mentioned he has been in contact with Mandy Lamson of Senator Arnold's office as to the status of the R-cap grants. He indicated there are no new updates with regards to the grant.

Mr. Dvoryak questioned a detail in the budget related to a list of multiple line items under Inter-Governmental Revenue, with one at the amount of \$77,800 as the forecast number. Ms. Hummel stated the \$77,800 includes two items – York County DUI activity for the Police Department and the payment in lieu of taxes which is collected from two non-profits in the area. She noted the drop is coming from York County DUI which is following the activity that happened this year which was significantly down compared to 2019 because of lower traffic and less activity due to Covid-19. Chief King confirmed the number of DUI checkpoints were reduced this year.

Mr. Dvoryak asked about the salaries for Parks and Recreation. Ms. Hummel referred to the handout noting the salaries and wages for Staff as well as the salaries for the summer program for supervisors and park leaders. She noted the programs were cancelled for 2020.

Mr. Dvoryak asked about the police department training which he noted was up 66% for 2021. Chief Todd stated that is because they are anticipating putting two new individuals through the academy next year.

Mr. Dvoryak asked about the contract services for the police department. Chief Todd stated their coding bill this year for the records management system was added in. He noted that item was missed last year in the budget and subsequently added into the budget for this year.

Mr. Dvoryak questioned the general liability insurance which he noticed had increased this year. Ms. Hummel explained this was budgeted higher this year. She noted they are waiting for Penn Prime to present the actual amounts which may result in a savings for next year.

Mr. Dvoryak mentioned he noticed significant increase to benefit costs from medical insurance. Discussion was held regarding possible options to mitigate expenses, including opportunities to explore wellness programs as a way to mitigate insurance premiums. Mr. Hodgkinson indicated the copay was raised for the remainder of 2020. He noted there will also be a monthly premium increase for the employees in 2021.

Mr. Dvoryak asked about the FOG revenue for 2021. Ms. Hummel stated the grease truck waste – Account #83360 is \$15,000. Account #83360-12 is currently budgeted at \$750,000 compared to actuals, which is an approximate \$100,000 increase. She noted there is a separate account set up for the Truck Grease and the \$100,000 can be moved into that account.

The Board congratulated the team for their excellent job putting the budget together.

### **3. PUBLIC COMMENT**

There was no public comment.

### **4. ADJOURNMENT**

**CHAIRMAN SWOMLEY ADJOURNED THE MEETING AT 6:33 P.M.**

Respectfully submitted,

Doreen K. Bowders  
Secretary

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