

**SPRINGETTSBURY TOWNSHIP
BUDGET WORK SESSION**

**NOVEMBER 4, 2015
APPROVED**

The Springettsbury Township Board of Supervisors held a Budget Workshop on Wednesday, November 4, 2015 at 7:00 p.m. at the offices of Springettsbury Township located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Mark Swomley, Chairman
George Dvoryak
Bill Schenck

MEMBERS NOT

IN ATTENDANCE: Julie Landis
Kathleen Phan

ALSO IN

ATTENDANCE: Kristen Denne, Township Manager
Robert McCoy, YAUFRR Chief
Dan Hoff, YAUFRR
John Woods, YAUFRR
Mark Hodgkinson, Director of Wastewater Treatment Plant
Barbara Lindeman, Director of Finance
Jean Abrecht, Stenographer

1. CALL TO ORDER

SWOMLEY Chairman Swomley called the budget work session to order. The purpose of this work session was to review the highlights of EMS, YAUFRR and Public Works. Chairman Swomley welcomed Supervisor-Elect Blanda Nace. In addition, he congratulated George Dvoryak on his re-election as well.

DENNE Ms. Denne noted that Supervisor Phan was out of town on business, and Ms. Landis advised she was ill.

EMS

MCCOY Chief McCoy began his presentation with the EMS Budget for 2016 starting with the Expenditures. He stated that the total proposed budget for 2016 is \$570,150. The budget has less than 1% actual budget increase, most of which is salaries with the completion of the last Teamsters labor contract. He reviewed the line item expenditures in detail, which included salaries and part-time wages, contracts with Memorial and Grantley, materials and supplies, uniforms, minor equipment, repair and maintenance, communications, training and development. The revenue items were reviewed as well, which included ambulance memberships, donations and transports. Projected revenue is \$677,000.

Chief McCoy stated that he had compared area ambulance services and as a result recommended an increase from \$700 per transport to \$760 per transport. He also recommended increasing the mileage cost for diesel and gas from \$12/mile to \$14/mile, also the York area average. He noted that would be a projection of about \$16,000 increase for transports, and an increase of \$22,076 in billable mileage bearing in mind collection of about half. The increases could be approved during the annual fee schedule in February.

FIRE

MCCOY

Chief McCoy stated that the proposed budget for YAUFRR in 2016 is \$5,099,435. Revenue that comes to YAUFRR is \$540,356 which included insurance reimbursements, interest, donations, MMO, etc. YAUFRR will bill the two townships \$4,559,079. Springettsbury remains at 60% of the Funding Formula, which equals \$2,735,447. In 2016 YAUFRR will return \$431,661 in Fund Balance. By Resolution, 4% of the 2016 budget is maintained in Fund Balance. In 2014 YAUFRR returned \$421,000; in 2015 it will be \$431,000. Springettsbury's portion of the \$431,000 Fund Balance Return is \$258,997. Taking the \$258,997 from the \$2,735,000, Springettsbury's final contribution to YAUFRR will be \$2,476,450, an increase of \$76,450 from the 2015 budget, roughly 3%. He indicated the budget remains at 84% salary and benefits, 16% operations. He stated it is the sixth year that YAUFRR had returned Fund Balance. Additionally, if there is any MMO money left following the contributions to the YAUFRR Pension Fund, the remaining funds will be refunded to the unfunded pension liability contract with the firefighters.

Future Planning

Chief McCoy provided an overview of plans. In 2016 the YAUFRR Commission will add two board members from Manchester. They continue working on the new Strategic Plan Implementation. The plan includes Joint Emergency Management Services for all three townships. The Public Room will be upgraded to serve as the Emergency Operations Management Command Center at an estimated \$20,000 set aside. Health insurance continues to be a major concern with the Affordable Care Act, Cadillac Tax and other insurances. The issues will be addressed during contract negotiations in 2016. Services provided by Springettsbury had been reduced during 2015 with eliminating Betty Speicher's services. YAUFRR switched to Office 365 and all servers, cell phones, Internet had been separated from Springettsbury including IT services provided by Andy Hinkle. Items planned in Capital Budget include \$10,000 for hose and \$35,000 for a Command vehicle, which was downsized from an Expedition to an Explorer for \$24,000.

SWOMLEY

Chairman Swomley thanked him for his presentation.

PUBLIC WORKS/WASTEWATER TREATMENT

HODGKINSON Mark Hodgkinson indicated he would review the Public Works budget first and then move into the Wastewater Treatment Plant.

Public Works

HODGKINSON Mr. Hodgkinson reported that the Public Works Budget covers all the work done for maintaining township roads, winter maintenance, buildings, parks, street signs, etc. The expenses have not changed much with only minor fluctuations.

DVORYAK Mr. Dvoryak asked whether any projection had been created of the number of road miles the township covers a year toward keeping the roads in tip top shape.

HODGKINSON Mr. Hodgkinson responded that he would review the subject in the Liquid Fuels budget.

Liquid Fuels

HODGKINSON Mr. Hodgkinson reported that because the gas tax was increased several years ago, that enables the township to receive additional Liquid Fuels money. That money is used for all of the snow and ice removal, salt, etc. He noted that the price of salt is \$75.12 a ton. A ton of asphalt for the wearing course of roads is \$62.00 a ton. The money is used for maintain 42 traffic signals, street lighting, tools, machinery, line striping and cold patch.

DVORYAK Mr. Dvoryak noted that several years ago, based on the economics at the time, a decision was made to stop plowing and turn back certain PennDOT roads for plowing.

HODGKINSON Mr. Hodgkinson responded with a summary of the township's ability for snow removal. He reported that the township does not have the equipment to clean up state roads plus get into the developments. The state brings large plows with wings and can remove the snow in half the time.

SCHENCK Mr. Schenck asked if Mr. Hodgkinson knew who plowed 462 from the Springettsbury line into Hellam Borough.

HODGKINSON Mr. Hodgkinson responded that PennDOT hired a subcontractor for those roads.

SCHENCK Mr. Schenck commented that he had been observing their plowing for several years, and they do a very effective job.

DENNE Ms. Denne noted that within the strategic planning she and Mr. Hodgkinson had discussed the potential for different trucks with scudders and plows on the same truck.

HODGKINSON Mr. Hodgkinson noted that the big trucks do go through the developments to put the salt down, but the smaller trucks could be used to salt and plow at the same time.

DVORYAK Mr. Dvoryak commented that perhaps more roads should be turned back to PennDOT.

SCHENCK Mr. Schenck noted that the township receives \$8,500 a year to plow two roads in a bad winter. Some years the amount might be \$900.

DVORYAK Mr. Dvoryak asked if there is any money available to fix the manhole covers in 2016. Mr. Dvoryak mentioned several spots on Mt. Zion Road and Sherman Street.

HODGKINSON Mr. Hodgkinson responded that manhole cover adjustments come out of the Sewer Fund. However, when the state does a road job, they pay 50% of manhole cover adjustment.

SWOMLEY Mr. Swomley mentioned holes that had been dug in the pavement by trucks trying to get up Mt. Zion Road.

Capital Improvement

HODGKINSON Mr. Hodgkinson reported on some of the age of the equipment, which was well maintained; however, at a certain point a program must be put into place for replacement. He noted the fuel system at Public Works which services all the Public Works and Police Department vehicles. There is a need for some repair at approximately \$150,000. This would include software, maintenance on the tanks, dispensing units, some containment replacement.

DVORYAK Mr. Dvoryak questioned whether there is a need for a dedicated fuel system.

SWOMLEY Chairman Swomley noted there could be a fleet service card used at a local vendor.

HODGKINSON Mr. Hodgkinson responded that there is some equipment, such as a street sweeper and/or backhoes that do not travel very well on the roadways. Because of that there would be a need for a system which could be on a smaller scale. He commented on a potential power outage where there would be a need.

DENNE Ms. Denne commented that during 911 there was a massive incident where no one could get gas. In such a case it would be wise to have a township system.

HODGKINSON Mr. Hodgkinson reported that about three times a year he orders a tractor-trailer load of 8,500 gallons a year. In addition he orders diesel fuel of 7,500 gallons about three times a year as well.

SWOMLEY Chairman Swomley requested that a cost study be done to determine if smaller tanks would assist during an emergency and what would be easier and cheaper. He didn't want anything done other than just seeing the numbers.

HODGKINSON Mr. Hodgkinson brought forward a study he and his department had done over the last few months. They graded the township streets on a scale of 1 to 5, which equated to what needed to be fixed next year and what needed to be fixed five years from now. The funds needed would be \$250,000 just for paving. It would need \$150,000 extra dollars.

DVORYAK Mr. Dvoryak asked how many road miles are in the township.

HODGKINSON Mr. Hodgkinson responded there are 100.

DVORYAK Mr. Dvoryak asked what the average life of a repaving would be.

HODGKINSON Mr. Hodgkinson responded it would be between 15 and 20 years.

SCHENCK Mr. Schenck commented that not all roads are created equal and some neighborhood streets could use Ralumac, which would be totally different than Eastern Boulevard. Ralumac has its good uses and paving has its uses.

SWOMLEY Chairman Swomley asked if all of the road systems in the township are mapped out to type and state of repair and whether there is a program used to classify, maintain and to set a 100 year schedule.

DENNE Ms. Denne commented that they are exploring layers built for GIS.

SWOMLEY Chairman Swomley stated that he was referring to a predictive maintenance program.

DENNE Ms. Denne commented that the opportunity presents itself at times where the township can pay for half a road versus 100%. The township is always prepared for that.

SWOMLEY Chairman Swomley suggested not spending a lot of money on an engineering study, but understanding what the tools could be. It may cost a lot of money to do certain things in preparation, but may save money in the long run. He cited John Luciani's Adaptive System Control plan as an example.

Trout Run Road

HODGKINSON Mr. Hodgkinson brought forward a plan for Trout Run Road.

- Option 1 – Keep what the township does every year and react to potholes.
- Option 2 – Contract out to reclaim the road (Kinsley, Stewart and Tate and a ReCon Rep)
- Option 2A – ReCon - \$145,000. Needs top treatment; potential micro-surface (Ralumac);

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- Option 2B – 2C – Add to top of the 19 millimeter, Ralumac; basically binder (\$235,000)
- Option 2D – Build the road to Springettsbury standards - \$500,000.
- Conservation District – Stone and gravel road.

HODGKINSON Mr. Hodgkinson added that the replacement of driveway pipes are not the township's responsibility. However, he added some money in there as recommended by the contractors. He stated he did not believe it would be necessary to do any engineering studies; however, the job would be done by bid with specifications.

SCHENCK Mr. Schenck recalled several years ago tying some roadwork into a bond.

DENNE Ms. Denne commented that she had recently discussed Capital financing options with Chris Gibbons and she will bring that up during the next meeting.

SCHENCK Mr. Schenck noted that what had been presented is the fact that the Liquid Fuels money does not cover the road plan.

HODGKINSON Mr. Hodgkinson stated that he was in favor of the Reclaim project for Trout Run. The materials are already there, and the description is perfect. The giant rototiller mixes up all the material and redeposits and shapes it.

DVORYAK Mr. Dvoryak questioned the Liquid Fuels funding, where and when does that money come to the township.

HODGKINSON Mr. Hodgkinson responded that the number is approximately \$665,000, but he expected more than that.

DENNE Ms. Denne stated that there was an \$11,000 increase this year.

HODGKINSON Mr. Hodgkinson stated that when that funding comes, it should be around \$725,000 to \$750,000.

2. PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

SWOMLEY Chairman Swomley adjourned the meeting at 9:15 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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