

**SPRINGETTSBURY TOWNSHIP
BUDGET WORK SESSION**

**NOVEMBER 8, 2018
APPROVED**

The Springettsbury Township Board of Supervisors held a Budget Work Session on Thursday, November 8, 2018 at 6 p.m. at the offices of Springettsbury Township located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

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

ALSO IN

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

1. CALL TO ORDER

SWOMLEY Chairman Swomley called the meeting to order at 6 p.m.

2. PROPOSED BUDGET REVIEW

A. 2019 Preliminary Budget

MARCHANT Mr. Marchant reported that in the last few weeks he had not heard any comments or questions from the board members. However, he and Ms. Hummel had been massaging the budget hoping to get a little closer to a final document. He noted that they had included the MS4 and the stormwater fee, and they had removed a number of capital items. For the purposes of balancing the budget they included less than 10% use of fund balance. The budget, at the end of 2018, will show a projected positive \$600,000 that will be added to the fund balance.

HUMMEL Ms. Hummel stated that during the last budget work session, there was a general fund deficit of \$2.1 million. A review of some of the revenue accounts added some additional funds. The following items were adjusted: Proposed casino including construction fees, costs and permit fees; CIP items included, which are

required for operations; Information Systems upgrades; MS4 items; police car customization and required software. Items listed in the Capital Improvement fund including required fire equipment, building doors and windows, police station design and construction by 2020, Public Works department vehicle. With all the massaging, they were able to reduce the budget deficit down to \$771,000. Stormwater Management Fee is to be reduced and handled by use of fund balance. Additional pension obligation and post-retirement/medical benefit requirements are included.

The board discussed a number of specific budget items, which are summarized:

- Total CIP - \$556,000 including MS4, Community Development, Police, Information System upgrades.
- Davies Drive construction expense in 2019 estimated at \$7,500; total estimated project in the CIP at \$810,000; could be included with police station financing. PUC approval needed.
- Casino revenue is not included in 2019 budget.
- FOG Project - \$2 million bond issue; late 2019, early 2020; use fund balance. Hiring 2 personnel, one in early 2019; one in late 2019.
- Total expenditures budgeted for 2019 – just over \$15 million. Some CIP items were removed.
- Pension liability; retirement medical expenses required; Minimum Municipal Obligation jumped from \$740,000 to \$940,000.
- Budget comparison 2018 vs. 2019: 2.4%

The YAUFRR budget was discussed, and Mr. Dvoryak requested Ms. Hummel to put a report together with all the budget components given to YAUFRR in 2017, 2018 and 2019. \$157,000 was designated for the fire equipment.

Contribution to Martin Library of \$37,000 was a topic for which the board had mixed reviews. The amount normally was an annual contribution but had not been issued for 2018.

Ms. Fieldhouse had drafted a revised Fee Schedule for MS4 which will cover flying over the township, televising the lines, purchase the spatial software from ArcGIS and amounts to approximately \$30,000. The means for billing residents had not yet been determined, as in whether it would be accompanying the quarterly billing or changing to another type of invoice.

Mr. Marchant posed an idea toward improving the MS4 compliance, which is to eliminate the leaf pickup with instructions to the residents for bagging leaves to include in the trash pickup. Currently the township leaf collection is fairly expensive. Some residents throw leaves in the street which clog storm drains and cause flooding and is inconsistent with the township MS4 Ordinance. Discussion took place surrounding number of trees on a property, eliminating personnel, fees and impact to Penn Waste.

Additional discussion surrounded the Park and Recreation budget. The Fit Course is to be reviewed at the December board meeting. Augustus Schaeffer Park to be upgraded. The Summer Program fees for residents and non-residents were discussed which may result in added billing for non-residents. Recommendation was made to review the Park and Rec Study done several years ago; about 2009; also the Comprehensive Plan of 2002.

Mercantile Tax Audit study had only produced a list of businesses in the township that paid the Mercantile Tax through York Adams Tax Bureau. Any business not on that list would not be paying taxes, but their identities are unknown. A list of businesses that are registered would be a first step. If necessary, an audit firm may be enlisted. Item to be added to the Old Business list.

Local Services Tax (\$52.00) is implemented to those who work and live in Springettsbury Township. Those who live outside of Springettsbury are taxed in their home municipality.

Sewer Fund discussion took place and the subject for raising the sewer billing rate took place. Recommendation was made to review the rates to begin building the funds; also to review the Long-Range Sewer Plan Study done seven to nine years ago. Copies of all the previous studies to be provided to all board members.

Consensus was to move forward without any raise in tax this year.

3. PUBLIC COMMENT

There was no public comment.

4. ADJOURNMENT

SWOMLEY Chairman Swomley adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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