

FRANKLIN TOWNSHIP WORKSHOP & BUDGET MEETING MINUTES 10/30/18

Call to Order

Roll Call

(x) Cummings (x) Sprigg () Decker (x) Ryan (x) Stonesifer

(x) Williams

Chairman Kevin Cummings opened the meeting at 6:30 PM

Brian Galbraith was in attendance concerning a Conditional Use Hearing. Pam said Teresa gave her a note that said the hearing date needed to be set and it could be advertised tomorrow for a hearing date on 11/15/18 or after. We did have this application at a previous meeting, but it was incomplete. 11/15/18 at 6:30 PM was the date and time the hearing was set. Pam/Teresa will need to check and make sure Phil, Bret & Roxy are available. Mr. Galbraith was informed by the BOS to not start the project yet.

The minutes from the 10/15/18 Budget Meeting were approved. Kevin made a motion and Dave seconded the motion. The motion passed.

GENERAL FUND

Pam reviewed a few questions that were asked at the last budget meeting. For the newsletter postage, the postage was in the Postage account and the newsletter printing/preparation was in Advertising/Printing. Concerning the \$160 in Hang Up Calls in 2017, we did receive a check from NYCRP labeled as Hang Up Calls.

For Emergency Management, the budget lines were kept the same except for 415.21, Repairs and Maintenance. This line was reduced from \$1,000 in 2018 to zero in 2019. For 2017 and 2018, no monies were spent in this account. For 425.47, CDL Drug & Alcohol Testing, the 2019 budget was reduced from \$600 in 2018 and set for \$300 for 2019. Mike said there are certain requirements we must follow as far as testing.

For 430.23, Gasoline, the budget was reduced from \$1,200 in 2018 to \$300 for 2019. The weed wacker uses gas and if we get a roller, it will most likely use gas. 430.24, Diesel Fuel, was increased from \$8,000 in 2018 to \$9,900 in 2019. 430.26, Small Tools and Equipment was reduced from \$1,500 in 2018 to \$500 for 2019. Other accounts in 430, Highway, General Services were left the same as 2018.

For 432.24, Supplies/Equip/Calcium, the budget was reduced from \$1,000 from 2018 to zero for 2019. 432.14, Snow and Ice Wages were left the same as 2018. Mike said there are bags of calcium in the garage. Mike said we don't use more than a can a year.

Mike said for Capital Purchases for Highways, he needs to get the concrete separators for the stones. Mike explained how they were going to prepare the area and how they would be utilized and said he expects the cost to be approximately \$7,000. Discussion was held on where we were currently with our budget and actual monies. There is a surplus this year to date, so the BOS said these costs should be spent in 2018. A motion was made by Kevin and seconded by Eric to give the Roadmaster permission to purchase the necessary materials to build the concrete bins for the stones not to exceed \$7,000. The motion passed. Kevin asked if the old truck can be used? Mike said it's worth more to keep it then sell it. The truck bed sold for \$515. The budget lines for 433, Traffic Signs were kept the same as 2018.

For 437, Equipment Maintenance, 437.21, Inspections was reduced from \$1,000 in 2018 to \$500 for 2019. 437.22, Oil & Lubricants were reduced from \$1,500 in 2018 to \$1,000 for 2019. 437.24, Supplies Equip. Repair/Outshop was reduced from \$7,000 in 2018 to \$2,500 for 2019. These reductions were due to most of these lines being charged to Liquid Fuels/State Highway for 2018. Discussion was held on paying these charges out of the General Fund vs. Liquid Fuels/State Highway.

Discussion was held on 438.14 and 438.15, Highway Wages. There are negative numbers in actual and projected due to the State Highway Fund reimbursing the General Fund for these wages. The 2019 budget was kept the same as the 2019 budget numbers for these lines. Mike explained what tasks are done under 438.15, Highway Wages-Non-Project. Discussion was held on where we're at this year and what the projection is for next year. Pam said these two lines in the General Fund are combined and cross reference to 438.14, Highway Wages in the State Highway Fund budget.

438.24, Materials, Highway was reduced from \$2,000 in 2018 to \$500 for 2019. 438.45, Contracted Services-Hwy was reduced from \$4,000 in 2018 to \$1,000 for 2019. The remainder of the budget lines in 438, Highway Maintenance remained the same as 2018. Mike said we may have costs to rent a roller in this line for 2019. Mike also said he is going to work on getting a Low Volume Road Grant from the county.

Pam said 439.15, Highway Wages, Project was from the final cost of the Century Lane Bridge and that is not a reoccurring expense each year. After verifying, \$12,398 is a combination of \$6,700 for the binder course and the \$6,237.50 final payment plus miscellaneous 439 wages.

For Parks and Recreation, Mike said they have had a lot of work in the parks this year and that the committee always has something for them to do. Therefore the 2018 projected number for 439.14, Wages, Parks and Recreation was high. Also, the tree removal was done in 2018. Mike said they are doing more mowing now too. This mowing season was high due to it being so wet. Eric asked why our township is paying 100% to mow baseball and soccer fields when they contribute in other townships. Discussion was held on hiring part-time employees to mow and how long it would take them and what the cost would be. It was decided to set the budget for this line at \$22,000.

Civic Contributions were all left the same as the 2018 budget. 2019 budgeted numbers for 471, Debt Principal and 472, Debt Interest are actual numbers taken off the amortization schedules.

For 484.21, Workers Compensation Insurance was reduced from \$8,800 in 2018 to \$6,800 for 2019. 484.35, Vacation Pay was reduced from \$12,535 in 2018 to \$10,000 for 2019. 484.36, Sick Pay was reduced from \$7,000 in 2018 to \$4,500 for 2019. All other Employer Paid Benefits were kept the same as 2018. 486.21, General Insurance Premiums and 486.50, Liability Insurance were kept the same as 2018 also. These are actual numbers.

487.159, Retirement was reduced from \$20,000 in 2018 to \$18,000 in 2019. This was based on the last two years projected numbers not exceeding much more than \$15,000. We are fully funded and have monies to pay back. The Health Insurance cost will be around \$59,000 per Eric so the budget number for 2019 was left at \$60,000. Budget numbers for Dental and Vision Insurance lines were left the same as 2018. 489.10, Miscellaneous Expenditures was left the same as 2018.

For 492.02, Recreation Fund, the 2018 number was \$17,500. The Recreation budget was discussed. The BOS discussed the amount of monies collected for Pavilion Rentals and is recommending to the Parks and Recreation committee that they should look at raising the rental fees. Also, the amount of monies collected from the soccer association vs. the cost of maintaining the fields was discussed. The fields are used year-round for practices/games and one weekend in the fall for their tournament. Trash Collection for the parks was discussed and this service is now free with our trash contract. The BOS recommended that 454.23, Waste Disposal in the Recreation Fund budget be reduced to zero, 454.28, Capital Improvements be reduced from \$6,000 in 2018 to \$3,186 for 2019 and the contribution from the General Fund will be \$10,186. This will balance the Recreation Fund and GF Budget.

Naomi stated the Wal Mar Manor Delinquent Tax Settlement. Eric 1 Dav 2 The motion passed

Regarding the tax collector, Eric said he spoke with the tax collector for Warrington Twp. And that was right in line with that they have. Rhonda also collects taxes for Franklinton Borough but she does not split the cost of the computer support out between Franklinton Borough and Franklin Township. The BOS said it should be split up between the borough and township based on population. Mike suggested that we have a "gentleman's agreement" with the mayor that since we've paid the support for the last four or five years, they could pay the next invoice for support. Rhonda should be notified that anyone is benefiting from the software support should be contributing. The BOS instructed Pam to notify F-town borough they should contribute/pay for the next time we are billed.

Pam said she sent all of the health insurance information out to Eric to look over and he said it looked fine. Pam made copies for all of the employees and will give it to them with the notice of their new contribution amounts.

Discussion was held on what is still needed to complete the budget process. The BOS decided if when all of the numbers are input, finalized and they all balance out, it can be advertised next week and then the final approval of the budget be done at the December 12 BOS meeting. A motion was made by Kevin to advertise the budget once it balances out and it was seconded by Dave. The motion passed.

Mike asked the rest of the board how serious they are about updating the building and how serious they are about updating the roads. There are big expenses coming up with our roads. Discussion was held on how our expenses are and will be going up, but our income is not keeping up and our surplus could be used up in the coming years. The BOS has to look at what point are we going to increase our revenues by possibly raising taxes.

Discussion was held on the cost of the W. Greenhouse Road project. Pam went back to previous minutes and read the expenses for the W. Greenhouse Rd. project. This project is already funded. The board determined we could fund the Water St. bridge project. It was agreed that the township does need to plan for a new building and a long-range plan for equipment and road maintenance and projects (keep in line with what we get from state) and parks. Would it be more advantageous to remodel the current township building or build a new building? Dave also reminded the BOS that some money will be freed up when the fire truck is paid off in 2020/2022. It was agreed to begin long-range planning sessions in the spring. Eric said we need to also figure out how much reserve we should be keeping in reserve. Mike is also going to inquire about some land that was discussed to and see if it's available to buy for the new building.

It was reiterated by Kevin for all members to talk to the potential applicants for the Plan Comm vacancy before interviewing them/ Mike stressed the need for making sure the new commission members attend training.

The redesigned applications for Zoning Hearing and Conditional Use Hearing were discussed. Eric said he also worked on them. Dave said if Conditional Use Hearing is checked, he would like for it to read "see Section 6" right under that so it takes them to the Steep Slope information.

The meeting was adjourned at 9:10 PM with the motion made by Kevin and seconded by Mike. The motion passed. An Executive session was held and adjourned at 9:22 PM. There was no action taken.

Pam Williams
Treasurer

