

FRANKLIN TOWNSHIP WORKSHOP & BUDGET MEETING MINUTES 11/6/19

Call to Order

Roll Call

(x) Stonesifer (x) Cummings (x) Decker () Ryan () Wenrich
(x) Williams

Chairman Eric Stonesifer opened the meeting at 6:00 PM There were no audience members present.

Approval of Minutes

A motion was made by Eric to approve the minutes from the 9/26/19 budget meeting. Naomi seconded the motion and the motion passed.

A motion was made by Eric to table the minutes from the 10/16/19 budget meeting. Kevin seconded the motion and the motion passed. Pam will notify Teresa to put the approval of these minutes on the agenda for the 11/13/19 BOS meeting.

Discussion was held on if there would be another budget meeting needed or if it could be finished at the 11/13/19 BOS meeting. Pam also notified the board that Phil would like to meet with the board before the 11/13/19 BOS meeting.

Health Insurance

Eric made a motion to move our health insurance to the UPMC Gold 2000 Plan effective 12/1/19. Kevin seconded the motion and the motion passed.

Eric stated this plan is very comparable to the plan we have now and will save the township approximately 20%. He said after looking at the plan grids, it appears to be a normal plan and not one of their tiered network plans. Pam said the broker said she could do most of signup on-line and the employees would have to complete their enrollment or waiver forms. Pam asked if the employee contributions would remain the same and it was stated they would remain at 90% of single for employee and 70% for other. Ron's would be renewed for one month until he retires.

Fire Company Budget

This budget was discussed, and it was agreed it was not really a budget, just a list of needed income and expenses. The salary for the manager/driver position was also discussed and how this would affect the volunteers. It was decided to address this more later in the meeting.

HR Resolutions

Eric said that as far as he knows the complaint investigation is in process, but Eric is going to double-check. It was agreed that their services are probably hard to budget for.

Other Business

Cassette tapes were purchased, and Teresa wanted the board to be aware that they are getting hard to find. The board agreed that they do need to be purchased and that we should stock up.

Concerning the backup BCO & Zoning Officer, it was decided to place this on the next BOS agenda.

Veteran's Day

Pam asked the board what the decision is going to be for the Veteran's Day holiday since the actual holiday is being observed next Monday. Kevin discussed this and said reading the minutes at the time Columbus Day was removed, it did not state that Veteran's Day would be given. The board said at the time Columbus Day was taken away, there was a discussion concerning President's Day and that if the employees must plow, they are essentially receiving triple pay with overtime and holiday pay. The board agreed that Veteran's Day would not be added to paid holidays.

Recycling Building & Depreciation

Pam asked if the board was going to move forward in getting the three appraisals for the Recycling building. The board agreed to table this until five members were present to discuss and vote on this issue.

BUDGET MEETING

GENERAL FUND

Pam stated she gave the board information on the questions that were asked at the last meeting.

409.26-Small Tools & Equipment-From \$250 in 2019 to \$1,250 for 2020

409.32-Telephone-From \$3,500 in 2019 to \$2,500 for 2020

Discussion was held on how we haven't used any gas in 409.31, LP Fuel-Generator for two years. Eric asked Pam to check with Andy on this to make sure the meter is working.

409.37-Bldg Repairs & Maint Supply-Pam stated she thought this was more Maint Supply than Bldg Repairs this year. Eric stated we do need new ceiling tiles at least in the hallway. It was decided to increase it to \$1,500 for 2020 from \$750 in 2019.

409.72-Capital Improvements-From zero in 2019 to \$19,952 for 2020 for the purchase of the Recycling building.

Pam pointed out that the income line 389.20, Dividend-Workers' Comp is an annual payment that we have received for 2019 in the amount of \$5,954.

We budgeted \$9,000 for 2020 but she asked if the board wants to reduce that number. It was agreed to reduce it to \$7,000 for 2020.

For 411.35, Workmen's Comp Ins-Fire Co.-We have already paid this in the amount of \$3,261.66 but discussion was held on why there was such a decrease in the cost from 2018

even with the merger. Pam double-checked this and the amount we paid was for three months. Dillsburg Borough will continue to handle this and once a new policy is obtained, they will share the costs with each municipality. Eric said we should have a copy of the bill when we pay this and how the costs assessed. It was decided to decrease this line to \$10,000 for 2020 from \$15,000 from 2019.

For 411.54-Fire Co. Contracted Services, the fire company is asking for \$189,000 from Franklin Township in their budget. Kevin reviewed other receipts listed on their budget. It was decided to leave the donation amount at \$45,000 for now.

413.18-Construction Code Officer-RAS was decreased to zero for 2020 from \$2,000 from 2019. This was the account line that Bob Shelly was paid from.

413.37-Code Enforcement Officer Salary was decreased from \$1,500 in 2019 to zero for 2020

413.38 Code Enforcement Officer Mileage was decreased from \$500 in 2019 to zero for 2020

414.00-Planning and Zoning was at zero for 2019 and budgeted for \$15,000 for 2020 for Land & Sea payments.

414.13-Zoning Officer Salary was decreased from \$15,000 in 2019 to zero for 2020. This amount was essentially moved to 414-Planning and Zoning.

414.17-Training-Zoning was decreased from \$300 in 2019 to \$150 for 2020

414.21-Supplies-Zoning was decreased from \$200 in 2019 to \$100 for 2020

414.36-Mileage-Zoning was decreased from \$400 in 2019 to zero for 2020

430.23-Gasoline was increased from \$300 in 2019 to \$1,300 for 2020

432.14-Snow & Ice Wages was increased \$20,000 in 2019 to \$25,000 for 2020

433.24 was decreased from \$500 in 2019 to zero in 2020 due to there was \$1,300 allotted in the State Highway Fund budget. Andy said he was going to do as many as he can in 2020 with this amount.

437.21-Inspections-Pam explained this is accounted for in the State Highway Fund budget under Repairs and Supplies. This was decreased from \$500 in 2019 to zero in 2020. This is the same situation for 437.28-Repairs of Tools & Machines. This line was decreased from \$350 in 2019 to zero in 2020.

Discussion was again held on the accumulated Water St. engineering expenses. Kevin reiterated that the board must be in the loop on this in the future and for like projects so that it's not just the Roadmaster and the Engineer looking at this and determining what is needed. Kevin expressed that Josh (PADot) also needs to be involved in these projects from the beginning until the end. Kevin asked where the labor was recorded for W. Greenhouse bridge and Pam stated it was recorded in 439.15-Highway Wages-Project.

Pam stated that the State Highway Fund reimburses the General Fund for Highway Wages and that's why it appears as a negative in 438.14-Highway Maint. Wages. 438.15-Highway Wages-Non-Project was increased from \$22,500 in 2019 to \$32,500 in 2020.

Eric said \$10,000 can be taken out of Health Insurance expenses due to changing from Capital Blue Cross to UPMC.

438.24-Materials-Highway was decreased from \$500 in 2019 to \$100 in 2020.

438.55-Equipment Rental-after going through the budget, this line will be used to balance the budget.

487.93-Health Insurance was decreased from \$60,000 in 2019 to \$50,000 for 2020

The difference in Total Income vs. Total Expenses is -\$109.43. It was decided to take it off 438.55-Equipment Rental to balance the budget. Eric said if there are any differences once all of the numbers are put in to use this line item to balance.

Pam will finish the budget so that the BOS have the final copy prior to the November 13, 2019 BOS meeting to approve then advertise. The budget can then be adopted at the December 11, 2019 BOS meeting.

Kevin discussed having a fire tax or a fee of some kind to pay for fire expenses. To have a fire tax, all municipalities would have to be on board with it. The board agreed that it should be based on dwellings and possibly square feet for commercial properties. Apparently Giant just gives the fire company a gift card of a certain amount on a quarterly or monthly basis. If fire companies don't have volunteers, it will cost the municipalities much more as we are obligated by law to provide fire services. Also, a failed fire company could result in relying on other fire companies which then affects homeowner's insurance. The question was asked if it's on your county tax bill and then how it's divided out. Eric pulled up some information and said it states that you can only use up to one mill of taxes for the benefit of the firefighters. There is also a stipulation on what can be used on equipment. What does a mill equal for Franklin Township? Pam will check with Rhonda. Pam said when she attended the PSATS forum, there was a speaker there that said you do not want to offer any kind of compensation to incentivize volunteer firefighters because they then become your employees.

The meeting was adjourned at 7:53 PM with the motion made by Eric and seconded by Kevin. Respectfully submitted,

Pam Williams
Treasurer