

FRANKLIN TOWNSHIP WORKSHOP & BUDGET MEETING MINUTES 9/27/17

Kevin opened the meeting and announced that the single trash hauler options would be discussed from 6:30-7:00 PM and the budget meeting would commence at 7:00 PM or earlier if the trash hauler meeting ended early.

TRASH HAULERS

The goal of the trash hauler discussion is to determine what the township would want if they decide to pursue going with a single hauler. The workshop meeting to discuss trash haulers was called to order at 6:30 PM Naomi stated that she personally is for having her own choice and is not in favor of an RFP for a single trash hauler. She did state that she attended a Planning Commission meeting in Adams County and wanted to share the information she gained at that meeting with the board.

For trash haulers, it is not mandatory to use an incinerator in Adams County as they do not have one. In York County, you must use their incinerator. In Adams County, there is more than one township in a district and there are multiple districts. Latimore Township is with three other townships, York Springs, Tyrone and Huntington in a district. There are approximately 1,839 customers in that district. They use Advanced Disposal at a rate of approximately \$38.00 per quarter. They have a low fee because Adams County operates completely different than York County with trash hauling. Adams County has no incinerator. Four of the haulers own their own landfill and are very competitive and compete by lowering their "tipping fees" if needed. York County charges the same "tipping fee", approximately \$62.00 per ton because there is an incinerator.

Other items that are included in RFP's are municipal solid waste, weekly recycling, one large item, not mandated and quarterly device recycling, i.e., TV's, computers, etc. Also, township dumpsters are provided free to the township. They also choose not to have any "front end loading" because the trash goes beyond the truck and ends up on the road. Side load and rear load are only permitted. A bond has to be put up and it's good to get a performance report. It's also good to ask for similar services provided to other areas and insurance certificates, as well as a collection report for the recycling program.

Naomi said a township similar to ours is Heidelberg Township in York County. They use Penn Waste and their rate is \$56.30 per quarter. This was before the incinerator increase. This township has recycling, municipal solid waste and one large item. They have bag customers that pay \$5.00 a bag and \$12.00 a quarter. They get recycling and one large item with that. Penn Waste looks for townships to enforce an ordinance to put a lien on properties that don't pay their bill; Heidelberg does not require this. Mike said he was not in favor of this. Kevin wanted to know how these townships negotiate prices and contracts.

Naomi said bids go out and quotes have to be in at a certain time. Kevin asked if they have to take the lowest bid? It was stated some have a three year contract with an option to have a fourth year.

A vote was held on if the board wants to proceed with an RFP. A motion was made by Mike to complete an RFP for a single trash hauler. Dave Sprigg seconded the motion. Kevin stated he was open-minded to the idea but personally believes in competition and if the motion were to pass, there are certain things he would want in the RFP. The items he stated were bag and tag and that residents not be mandated. Naomi also said that we should not be dictating what trash hauler to use; that it's a personal choice. The motion passed three to two with Kevin and Naomi voting no. Naomi stated Adams Cty. Planning Bicky Redmond said she'd help us write an RFP or help us in any way. Mike said Bag & Tag would cost \$120 per year for a years' worth of bags and a \$12/qtr. fee. Discussion was held on getting information for businesses on the amount per dumpster and then by weight so they can make an informed decision.

Discussion was held on the RFP and the board said everything that has been mentioned should be included in the RFP. The question was asked what happens if someone opts out? Naomi said no other trash hauler can enter the township when there is a contract. Naomi said she'd also like an electronics recycling to be held quarterly. Charlie said that Fairview Township now collects those items and it's for all of York County. He felt the township didn't need this as any York County resident could take items there. He stated when the trash hauler reps were at the meeting, they indicated the longer of a contract that you get, the cheaper it will be. He felt that the township should go with a five year contract but with parameters set that we could opt out if i.e., the price goes too high or were not happy with the service.

Discussion was held on what criteria the board would include in the RFP. The criteria are listed below:

- Voluntary; not mandated
- Per bag use if resident has limited amount of trash
- Township get two free dumpsters (bargaining tool)
- No front-end loading/emptying of dumpsters
- Solid waste
- One large item per week
- Recycling bins for weekly recycling
- Tote pickup
- Resident only
- Go with a five-year contract with stipulation if increases are too high the township can rebid; can opt out
- Commercial pricing structure

Jo from Carroll Township informed us that Moneghan Township just went with Penn Waste. She brought us a sample package as an example. Jo said it's voluntary; the rate is \$58.65 and \$4.50 a bag. It's a three year contract. She provided Pam a copy of the information from Monaghan Township for the supervisors.

The question was asked if the board should write up the RFP and/or have a sample to review for the October meeting. Kevin asked Naomi to ask Adams County or Bicky Redmond if she could review the trash plan/contract from Moneghan Township. It was also decided to be residential only.

The information on an Insurance Policy for Volunteers was discussed. Eric recommended the board not consider it; it's a sales pitch. The board agreed not to consider the insurance.

HEALTH INSURANCE

Eric stated that the same policy we currently have has a cost increase of 12%. 7% is due to age and 5% is medical costs. Our portion will be \$500 more per month. After reviewing the information Nancy provided him with, he recommended staying with the same plan. Highmark is considerably higher. The next plan would bump up the deductible to \$3,000. Eric will work up numbers to review at the next budget meeting in October. Eric asked how we did the calculations for the employees contribution last year? Was it a flat amount or a percentage? Pam gave Eric the calculation sheet he used last year to determine employee contributions. The contributions for single were 90% and 70% for all other tiers. Eric will update the information and create a new contribution sheet for the October budget meeting. Our portion will be \$500 more per month.

PENSION

A short discussion was held on the cost analysis for percentage increases for our pension plan. Mike asked if there was a time limit on this. It was decided there has to be an in-depth discussion on this. Eric stated to go to 1.25%, survivor benefits and early retirement the cost goes from approximately \$14,000 per year to approximately \$29,000 per year. Kevin said he previously had a 401A that was a certain amount per hour. With a 401A there is a survivor benefit at 100% Who would do all the bookkeeping on a 401A? Eric asked how much we get now from the state? With a 401A, we could specify the amount the township contributes and the employee can put funds in also. Eric asked if the state still gives us state aid with a 401A. Eric stated that currently, the pension is not costing us anything. Mike said we have an additional \$2,300 in our pension account at PSATS. Mike said to remember that these employees were promised this years ago and it never came about. The board did agree that employees should get these benefits after working here for years. The board decided another meeting should be set up with Diane Calhoun from PSATS for further information. The board would also like to discuss the 401A option with her. The board will then discuss this further at the October BOS meeting.

COMCAST

Eric & Mike sat in on the phone meeting with Comcast last week. Comcast said if we have areas we want them to look at, they will do feasibility and cost study for free at any time. The bottom line is we cannot negotiate with Comcast; they're not doing anything. The entire

infrastructure in our area belongs to Comcast. A representative is coming to the October BOS meeting.

A motion was made by Eric to vote to advertise that a Comcast representative will be at our next Board of Supervisors meeting in October for public comment and discussion. Dave seconded the motion and the motion passed. Mike said they pay for right-of-ways for their overhead lines to the pole companies. We only get a \$50 permit from them. Mike is trying to find out if we can somehow impose a transfer fee to the cable company for a transfer of the right-of-way. Mike's been researching this but has not found anything out yet. Mike stated the next closest provider is Blue Ridge and they have very poor service.

BUDGET

Discussion was held on this software support request from Rhonda Harpster. Pam went over what the software support would include. It appears that much of it is assisting her on how to do a task, fix an entry and update the software. The previous software support agreement expires 9/29/17. The request for software support in the amount of \$500 from Tax Collector Rhonda Harpster was approved. Naomi made the motion, Kevin seconded it and the motion passed unanimously.

RECREATION

Pam explained how the budget spreadsheets were laid out and that the 2018 proposed budget numbers are the same as 2017 until each line item/account is discussed and decided on for the 2018 budget. The Recreation budget was reviewed by line item/account.

Pam asked about the Sale of Recyclable material. She said recent proceeds were put in the General Fund. Naomi asked about some of the park items that were recycled and said the amounts should have been put in the Recreation Fund. Pam will transfer the amount from GF to Recreation. This line should be zero for 2018.

We should be getting the mandatory rentals from DSA for the upcoming tournament. Discussion was held on whether to take the Dillsburg Soccer Club line out.

Eric asked if we're getting any Recreation Fees. Pam stated Lorin Stough's was just received. Mike asked if the trees and plaques are all one charge. Pam said they were.

Discussion was held on if we want to keep the Contribution from GF line at \$17,500. Mike said everything has been done in the parks; both walking bridges and the walking path have been completed at Ponderosa. Approximately \$5,000 was spent of the \$17,500. Mike stated he didn't think Recreation would need more than \$10,000. Kevin said let's keep it at \$17,500 and once the General Fund budget is complete and if we have to review anything, we will review the \$17,500. A water fountain will also be needed.

The board said to take out the Contribution from Recreation West account out of the budget. Discussion was held on how much stone would be needed for 2018. Mike said they just got three loads of stone. The stone work may not be done this year as the road crew has road work to do. It was decided to keep 454.15 Stone at \$1,000 for 2018. Mike said the only thing that is charged to Recreation is what is replaced.

For account 454.22, Lawn & Field Treatments, the board said to move \$2,272.10 to General Maintenance/Repair 454.25. \$2,272.10 was spent on mulch and was placed in 454.22 and should have been placed in 454.25 Pam said she will move this amount.

The amounts in 2017 Actual and 2017 Projected in Account 454.23, Waste Disposal was questioned. Pam said this line includes trash and Walter's porta potty charges.

Pam went over what the charges were that were included in line 454.25, Gen Maintenance/Repair in the Actual column for 2017.

Mike discussed the lighting that is needed at the park. Mike said he's been told the police aren't catching the people at the park because they're parked behind the building.

Mike was concerned if line 454.37, Memorial Trees Expense was dropped. It was decided to keep this line at \$200.

Naomi stated line 454.66, Professional Fees would go up. It was decided to put the \$700 excess in income in this line to balance the budget.

STATE HIGHWAY

The income lines were reviewed. The Liquid Fuel allotment this year is \$232,536.31

Mike gave input on the expense items for the State Highway budget. He said we could drop the amount for 432.26, Salt to \$7,000 as our stockpile is good.

Mike said once the bridge is fixed, there won't be Traffic Control Devices out. He felt this line could be decreased by \$100. Road/Street Signs & Posts should be \$1,300. Mike said we also have to do some additional signage for bridges.

Pam went over some of the charges included in 437.25 Repairs & Supplies. A charge from Staub of \$1,800 was for the tractor. \$800 was spent to repair the skid loader, \$625 for the mower, \$619 for the snowplow, \$1,000 for the Ford truck and \$1,200 for steel fabrication. Kevin said to move the \$2,700 we saved so far in reviewing the budget to this line.

Mike went over the price we originally stated of \$150,000-\$160,000 for a truck with the lowest being \$143,000. There is extra charge for a heated windshield in the truck. The bed replacement came in at \$8000. They can also do the other bed for \$4,600 (repair). Mike is hoping to sell the old bed. The smaller trucks also need some work. The work for Bob's truck will be put out for bid.

The West Greenhouse bridge numbers will soon come in. Mike said this will be a significant cost because we are under the new bridge requirements and are doing it as a repair vs. a replacement. He stated he is trying to get a repair permit.

Mike said he already has 62% of this budget allocated for next year for things we have to replace. This doesn't include repairs for the items we have to repair. \$125,000 is already allocated for the Century Lane Bridge assuming we're paying out of liquid fuels for a bridge payment. \$3,000 will be spent on line painting this year. \$40,000 is for stone and chip next year which is part of the three year plan.

Mike said we're going to need a loan of some sort. Kevin asked what balance was in liquid fuels. Pam went over the balances of liquid fuels monies in each account. Mike gave Kevin a number and told him what we had. Pam asked if wanted to know money-in-the-bank or budget. Kevin wanted to know how much of this is budgeted. Mike said \$125,000 is gone for the W. Greenhouse Bridge. Century Lane Bridge was \$90,041 in the 2017 budget. It was determined that the \$290,000 minus the \$125,000 for the bridge is a \$165,000 balance for the end of 2017. There was some discussion on amounts in the bank and what is allotted to be spent. Kevin asked how much of that \$165,000 balance from 2017 is allocated for the remainder of this year. Pam stated there is \$145,369 in the projected expense numbers. Eric and Pam stated that income lines have previous income not spent carried over. Eric said we also can take money from our other funds and Dave said we really can't define a balance as we go.

Currently, 434.25 Repairs and Supplies has \$5,700 in for repairs.

Mike said that a repair that we know of on one truck is \$8,500 to replace the bed and we'll have a replacement on the other one next year. Mike asked if Park and Rec buys the mowers. Mike assumed monies would come out of the General Fund for these as they mow parks and around the township building. It was agreed to put the \$2,800 saved in reviewing the budget in this line to make the 2018 budget \$8,500.

Discussion was held on Highway Wages, 438.14. Mike thought it should be \$40,000 as there is a lot of road work to be done. For Oil & Chip, 438.20, \$40,000 is a good number. Mike also said Stone, 438.22 should be \$6,000 and 438.61, Road Main.-Non-Project should be at \$15,000.

438.62-Road Maintenance Project is the Century Lane Bridge. Mike said this can be paid in full this year and the board agreed that should be done. For W. Greenhouse Rd., Pam stated we are still waiting on a number from Josh who is waiting on information from Phil. Mike said that it keeps getting rejected so we do not yet have a number. We're not budgeting money in 2018 for the Century Lane Bridge. Mike said he's hoping to have the number for W. Greenhouse Rd. next week. W. Greenhouse will be as big of a structure as Century Lane Bridge because of the new criteria. Discussion was held on getting money from the county for bridges. Mike stated it's not feasible to get on the county list. He stated we don't even meet the requirements to get on the list or for grants, etc. Also, if you do get on the list, there is so much waiting time.

Pam stated that Josh confirmed that Engineering Fees for projects should go in 439.61 This line includes engineering fees for Century Lane Bridge and some for W. Greenhouse Rd. both from our previous and current engineers. Naomi said she wanted to know how much of account 439.61 was from William Hill & Assoc. for 2017.

Mike estimated the number to be \$42,000-\$46,000 for W. Greenhouse Rd. including Engineering Fees.

Pam informed the board that a resident requested an extension of the three-year sewage pumping requirement to five years due to her being the only resident in the home. The board told Pam to call Vince Elbel, our SEO and said it was okay with them if it was okay with him.

The next budget meeting was scheduled for 10/18/17 at 7:00 PM

The meeting was adjourned at 9:04 PM with the motion made by Kevin and seconded by Eric.

Pam Williams
Treasurer