

SPECIAL MEETING MINUTES (Budget)

November 21, 2019

1. Call to order.

The November 21, 2019, Special Meeting of the Board of Commissioners was called to order at 7:05 PM by President of the Board, Kenneth E. Kroberger. The following individuals were in attendance.

Kenneth E. Kroberger	President
James A. Santi	Vice President
Denise M. Hull	Commissioner
Liz K. McNaney	Commissioner
Sandra Zadell	Township Manager
Megan Weaver	Assistant Township Manager
David Brill	Finance Director

Mr. Kroberger announced that this meeting was properly advertised. He further stated that the purpose of the meeting was to consider a second reading of the proposed 2019 budget. He remarked that the first public reading of the budget was held on Monday, November 12, 2019.

This second reading is for the purpose of understanding the dollar value consequences of the various changes that the Board decided upon at the first reading. At this time, Finance Director, Dave Brill, produced amended pages from each of the departments and funds that were impacted by the changes.

Library Budget Discussion

Mr. Kroberger asked if any Board members had any questions since the last budget discussion.

Ms. McNaney mentioned her concern that the Township budgeted a \$25,000 contribution to the Library in 2019 and the Library has doubled their request to \$50,000 for 2020. She looked at the budget history and the most it has ever been bumped was by \$10,000. She said she would like to be more conservative and not do more than the \$10,000.

Mr. Kroberger referenced the Library Director's letter that included a membership chart. According to the chart, UGT consists of 33% and that continues to go up. He said in the past they have always tried to support what they are requesting, and the programs are provided to those from 4 years old to 84 years old. He mentioned that the Township has a surplus of \$1.6 million, in which they were able to transfer money into reserves. Mr. Kroberger believes that they should keep the \$50,000 in the budget for the library. He mentioned that North Wales contributes \$20,000 which comes from a tax.

Ms. Hull asked if 33% of patrons could be placed in numbers of residents served. The Library had only provided a percentage. Ms. Hull asked why the budget wasn't increased last year. Mr. Kroberger responded that the Library only requested \$25,000 last year.

Ms. McNaney asked for the history of what the Township has contributed to the Library. Mr. Brill is not sure what the library requested from 2010-2015 however from 2016-2019 the Township gave \$25,000.

Ms. McNaney asked why the increase now? Mr. Kroberger responded that it is to control their expenses. They have had facilities type of issues such as the need for a new roof. He said that they provide a number of programs to residents and cover a majority of residents in this township. He believes if the Township has the funds available it would be appropriate to provide it in the budget. Mr. Santi said it is always easier to budget the full amount and the Board can decide later to reduce the funding. He mentioned that he believes they are

looking to increase Library programing which will require additional staffing. The Board of Commissioners did not make any changes to the Library contribution

Nor-Gwyn Baseball Discussion

Ms. McNaney asked the Board and staff if they know why Nor-Gwyn baseball has provided project options in the past and not for 2020? She asked why this year they are asking for a flat amount of \$38,000.

Mr. Kroberger agreed that in the past they always gave options. Mr. Brill said that the BOC may have approved more in that year and that the Township pays based off invoices. Ms. McNaney said that previously they were holding all their invoices until November. Mr. Brill said that the 2019 projected amount is based off of what they actual submitted. Mr. Brill said in the past they would submit invoices to finance and the Township would reimburse them. Mr. Brill would have to look at what we budgeted for vs what the actuals. He would have to go back into the budget documents to research this.

Mr. Kroberger also mentioned that Public Works/Willard has done a lot of projects for Nor-Gwyn. Whether the Township is providing funding or Public Works time, the Township contributes a lot more than what is in the budget.

Ms. Zadell made a suggestion that the Township send a letter next year to organizations seeking contributions. The letter would include a budget request form and a request for the level of detail that the Township is seeking. Mr. Brill and Ms. Zadell can have the organizations come in and present to budget liaisons.

There was consensus that the Township will move forward with the \$50,000 we have it in the budget for the Library and \$38,000 for Nor-Gwyn.

Other Miscellaneous Budget items

Ms. McNaney asked if a stipend was included for the deputy fire marshal in lieu of a vehicle. Mr. Brill responded that November 12, 2019 meeting feedback was included in the proposed budget. The vehicle was removed, and a \$1,300 stipend was included.

Ms. McNaney asked if there was any additional discussion on the rate increase for Jim Garrity's firm. Mr. Brill stated that Mr. Garrity was seeking a rate increase from \$200/hour to \$225/hour. Mr. Hull asked what percentage of a rate increase that would be. Mr. Brill said that would be a 12.5% increase and if the Board increased the rate to \$215 it would be 6.7 % increase. Mr. Santi suggested a 7% for an increase and to increase the line item by 7% or \$6,388 from last year.

Ms. McNaney voiced her concern that the Board won't increase Mr. Garrity's rate but funding for the Library and Nor-Gwyn were increased and believes it a contradiction to what was previously said.

Mr. Kroberger responded that this is hourly not a fixed total dollar.

Ms. McNaney asked why we pay the ZHB solicitor at a far higher rate than other attorneys including the solicitor. Mr. Kroberger responded that he has been the solicitor for 30 years. He mentioned that the ZHB solicitor is paid based off activity.

There was additional discussion on the solicitor and ZHB solicitors' hourly rates. It was decided that the amount line item amount would be approved and the Board can discuss with the consultants next year about their hourly rates. Ms. Zadell mentioned that the BOC at any time can decide to change the rate of a consultant.

UPPER WYNEDD TOWNSHIP

BOARD OF COMMISSIONERS

There was discussion the Road Paving program line item. Ms. McNaney and Ms. Hull mentioned their concerns with Ralumac and would like to discuss removing cul-de-sacs or the type of surfacing material. There was discussion on what other Townships do as part of their programs.

Ms. Zadell responded that the Board can always decide later to change the products and the scope of the work.

Mr. Brill mentioned the previous requested change to the budgets was increasing facilities line item \$40,000 to \$60,000. He said that tomorrow he will enter these into the budget and will give the budget funds will be advertised. The budget reading will take place at the November 25, 2019 Board meeting and will then be available for public inspection. Mr. Brill will prepare the budget fund summary and the 2020 reading of the budget.

Mr. Kroberger highlighted that there will be no tax increase.

Mr. Kroberger asked if there were any other questions or comments, there being none, he adjourned the meeting at approximately 8:01pm

The following changes where decided at the 11/12/2019 and 11/21/19 Meeting:

1. Fire Marshal Budget
 - a. Remove DFM vehicle purchase of \$34,000 and replace with \$1,300 mileage allowance
2. Administration- Legal Fees
 - a. Increase Wisler Pearlstine rate by 6.5% or \$6,388 budgeted amount.
3. Administration- Facilities
 - a. Increase from \$40,000 to \$60,000 within Facilities (01-409-373) for TWP Bldg. work to improve insulation, soundproof TM & BOC Conf A, repairs / painting / cleaning of ceiling and sound panels in atrium around sky light windows, and installation of sunscreens on sky windows.

/maw



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved December 16, 2019