

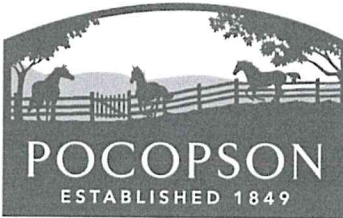
P.O. Box 1, Pocopson PA 19366
Office: 610.793.2151 Fax: 610.793.1944
www.pocopson.org

Board of Supervisors Budget Work Session Monday, October 25, 2021, 5:30 p.m.

Attendance: Supervisors - Ricki Stumpo, Elaine DiMonte, and Raymond McKay; Peter Barsz, Treasurer; Amanda Gattuso, Treasurer Support Staff; Mark Knightly, Public Works Director.

Public in attendance: 0

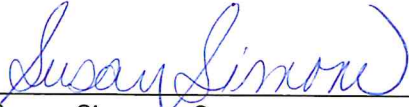
1. **Call to Order:** Stumpo called the meeting to order at 5:35 p.m.
2. **Public Comment:** no public comment.
3. **American Rescue Plan (ARP) Proposed Budget Discussion:** Board noted that the U.S. Treasury has not confirmed compliance guidelines. A separate budget will be prepared for the ARP funds once the guidelines are issued. A proposed Total Maximum Daily Load Project for stabilization of Pocopson Creek traversing the Barnard House Property has been identified by Township Engineering as qualifying for ARP funds based on the preliminary guidelines. DiMonte noted that an ask from the West Chester Library for funds for e-books should be a consideration for the ARP funds. She commented that there is also a consideration in creating an application process for businesses that suffered economic losses during COVID. Gattuso contacted Keystone Collection Group for a list of businesses. Barsz noted that the final guidelines should provide a blueprint for reimbursing businesses for losses.
4. **2022 Proposed Budget/General Fund Revenue/Expenses/Board Discussion:** Stumpo turned the meeting over to the Treasurer. Gattuso discussed the \$211,000 escrow allocated for a turning lane on State Route 52 as part of the improvements for Scaleby or Winterwood subdivisions. Secretary indicated that the subdivision approvals were granted quite some time ago. Knightly noted that the escrow is insufficient for installation of a turning lane given the requirement to relocate utility lines and construction costs. Barsz suggested the Board reach out to the Solicitor to identify a path forward to return the funds or to reimburse the township for costs associated with engineering or legal reviews. The Board agreed to authorize the Solicitor to review the escrow account. Barsz reviewed the line items of the proposed budget. Gattuso indicated new fund created for fire and emergency services. Board noted that the \$1.00 per week local services tax is collected to offset the cost of ambulance and emergency services. Treasurer will continue to research the allocation to determine if the general fund remains the correct source for deposit. Stumpo suggested that a reach-out to the County is in order regarding the annual contribution for emergency services given the considerable number of responding calls to County facilities. DiMonte indicated that the Board may consider increasing the line item for security and IT particularly in light of the new administration building. Knightly indicated that the budgeted amount for contracted services is appropriate. He noted that a stormwater management project in Brandywine Hills will cost \$100,000. Gattuso pointed out that open space has its own account. She provided an overview of the percentage of transfer of the open space tax in previous years and asked the Board for guidance as to any changes in the percentage for the transfer. Knightly addressed the



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particulars for capital reserve noting that the oil machine is fine but \$63,000 is not sufficient for the tractor. Board discussed the possibility of financing or leasing the tractor over a 3-year period. Barsz suggested that the Board focus on transfers to the new facility unless there are other specific projects in mind. Board recognized that funds will be needed to convert the former office back to a public works garage and that attention may turn to continuing repairs on the Barnard House in 2022. A resolution can be adopted during 2022 if the budget needs to be amended to accommodate those projects. McKay reported that the Kennett Fire and EMS Commission did not distribute an operating budget for each fire/emergency department but did provide a financial report that points toward escalating costs. At this time, the preliminary draft budget includes an 11.5% increase. Barsz suggested that the responders be invited to a public meeting to present their requests and to provide financial data, a step beyond what's required of the EMS Commission but certainly something that occurs in other municipalities. Board agreed on a 3% increase for all personnel with no merit bonus for 2022. Board discussed the open space loan recognizing that there's a general obligation note from 2007 and another note from 2011. The last payment for the 2011 note will be December 2028 and the 2007 note will be December 2026. Stumpo asked if the Parks, Recreation, and Trails Committee Dog Park Project is budgeted for 2022. Board noted that it is not included based on community feedback during the 2020 public meetings. McKay suggested that in light of the activity of the surrounding municipalities, the Board budget a \$15,000 contribution to the Kennett Library for their building fund for the new library. This would be over and above the budgeted allocation for operating expenses. Board agreed it would be an appropriate gesture. Board discussed the purchase of an emergency generator for the new township building. Knightly recommended contracting for installation of a JMAC generator installed when the building is finished. Board suggested working with Lenni Electric the current vendor for the install. Board agreed that the overall preliminary 2022 budget appears to be in great shape, particularly with a new building under construction without a loan to finance the construction and with no proposed tax increase. There was no public comment.

5. **Other Business:** no other business.
6. **Adjournment:** at 6:25 p.m. Stumpo moved McKay seconded, to adjourn the meeting; motion carried.



Susan Simone, Secretary



Ricki Stumpo, Chairwoman