

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

Board of Supervisors Work Session Minutes
Wednesday, October 28, 2015
7:00 PM

This meeting was the second Work Session for the 2016 budget. In attendance were Supervisors Brutscher, Leonard and Stumpo, Public Works Director Mark Knightly, and Treasurer Peggy Lennon.

Public in attendance: 5

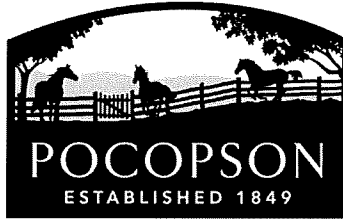
Leonard opened the meeting at 7 PM.

Public comment: None

Any other business which may come before the Board: None.

2016 Budget: Following review of the overall budget at the October 19 work session, specific line items were discussed:

1. Wages P/T Admin Staff (General Fund line 405.115): Additional hire may be recommended in the administrative study performed by an outside contractor in October. Decided to budget \$26,000 (approximately \$5,000 of which is designated for archiving work) in the event that such a recommendation is made and accepted.
2. Founders Day (General Fund income line 367.888, expense line 457.220): Additional staff time commitment by Public Works is built into this line item. Staff time will not be tracked separately but budget reflects awareness of higher costs for overtime (event is on a Sunday with set-up on Saturday).
3. Government Building & Plant (General Fund line 409.720): \$8,000 was added for the possible purchase in 2016 of a generator to be installed at whatever facility is designated as the Township's Emergency Operations Center.
4. General Obligation Bond/Note Principal and Interest (General Fund lines 471.100, 472.100): As it is unlikely that loan proceeds will be received in 2015, will budget for 12 months of loan payments in 2016, to ensure flexibility in terms of a loan amount, interest rate, payback period, etc.
5. Transfer to Facilities (General Fund line 492.747): \$200,000 transfer will be listed in 2016 budget to be used instead of/in addition to loan proceeds described in #4
6. Highway Aid projects (Highway Aid lines 438, 439): Agreed to continue aggressive paving program in addition to maintenance work discussed previously.



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

7. Snow Operating Supplies (Highway Aid line 432.240): Because salt prices have increased 13.5-24% for 2015-16, this line item was increased to \$73,000, which is sufficient to purchase approximately 1,000 tons of salt plus magnesium.
8. Transfer to General Reserve (General Reserve line 392.494): Agree to add \$15,000 to bring balance closer to Township Code-mandated limit of 5% of income.
9. Transfer to Capital Reserve: (Capital Reserve line 392.444): Agreed to transfer actual real estate transfer tax collected in 2016 to this account to build up funds for future capital purchases.
10. Park Capital Improvements (Parks, Recreation & Trails line 454.720): New guidance on Fee in Lieu of Recreation is that contributions made after 9/1/2015 may be used for maintenance of active recreational facilities (but funds already received can't). Fee in lieu is restricted to active recreation. Since the Wawaset Road property is limited per the deed to passive recreation, fee in lieu of recreation funds cannot be used for additional amenities at that site.
11. Open Space Loan Principal (Open Space Tax line 471.200): Discussed how aggressively to pay down the open space loan principal once the prepayment penalty disappears in October 2016. Budget includes payment of 2016 principal and interest (required) along with an additional \$885,000, which is equivalent to the principal payments due in 2017, 2018, 2019, and 2020.

Meeting was adjourned at 8:00 p.m.

Peggy Lennon, Treasurer

Barney Leonard, Chair