



Board of Supervisors

Budget Work Session

~ Notes ~

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215-348-9915

Tuesday, September 17, 2019

3:00 PM

Community Meeting Room

In attendance from the Board of Supervisors: Barbara N. Lyons, Chairman; Ken Snyder, Vice Chairman; Richard F. Colello, Ryan Manion and Jen Herring.

From the Ways and Means Committee: Brenda Bray, Chairman; Robert Salanik, Vice Chairman; Joe Delikat and Colleen Mullin

From the Township Staff: Stephanie Mason, Township Manager; Dave Tomko, Director of Operations; Ken Wallace, Finance Director; Ed Ebenbach, Budget Analyst; Dean Logan, Chief of Police; Sargent Zeigler; Paul Garr, Road Superintendent; and Geoff Attanasio, Township Engineer

Meeting called to order at 3:00pm by Mrs. Lyons.

Ms. Mason began by thanking the Board of Supervisors, Ways and Means Committee and Township Staff for the efforts that will be needed by all in the 2020 budget process. Ms. Mason highlighted that the spreadsheet in the binder is a 5 year Capital Plan.

Mr. Ebenbach explained the Cap X Binder which consists of a three page summary with all the projects and programs for 2019 and beyond. The 2019 programs are coming to an end and can be seen at the bottom of the spreadsheet where the new programs are printed at the top of the spreadsheet. The spreadsheet is organized by department. The new system allows capital projects to be transported into the forecast model which is more efficient for the budget process and future planning.

Mr. Tomko- Public Works & Roads

PRWR Community Paving & Curbing – Previously this project was a road restoration, paving project to be completed after BCWSA completed the sewer lines but after receiving feedback and concern from the Township engineer on the need for upgraded and replacement of the storm water, the project is being moved to a maintenance line item.

Mr. Salanik raised the question about stormwater and BCWSA schedule for repairs. Mr. Salanik stated that BCWAS is not doing anything on Pebble Crest. Mr. Salanik is wondering if there is a general schedule for the neighborhood. It was reiterated that both the Township and BCWSA place weekly updates on the website. Mr. Tomko has request to have a scheduled in writing from BCWSA, so we can be prepared for when we can get into the neighborhood with Township improvements.

Mr. Garr answered to the schedule regarding stormwater pipe replacement. He stated that the replacement will depend on that shape of the pipes. Mr. Garr stated that the pipes at Pebble Crest are in good shape so they do not need to be replaced. Mr. Salanik expressed worry about an inlet on Pebble Crest. Mr. Salanik asked when the road will be fixed. Mr. Garr explained the difference between topping the road and when base repair needs to be

Mr. Snyder and Mrs. Lyons suggested that a more detailed conversation regarding paving and curbing should be done at another meeting.

Ms. Mason summarized that Mr. Attanasio is here to speak to the proposed curb replacement project and that the Public Works staff will continue to work on replacing and upgrading storm drain system.

Mr. Salanik asked about the next step and the proper forum. He questioned if the neighborhood should schedule a meeting with the Board. Mrs. Lyons recommended that a representative should represent the neighborhood in its entirety at the next budget work session. Mrs. Lyons also suggested that Mr. Tomko, BCWSA and Mr. Salanik meet to discuss this topic.

Mr. Tomko to get back to paving process- asked Mr. Attanasio to go out as Township engineer and to do an evaluation of the roadways and come up with alternative scenarios for paving and options for curb repair and/or replacement.

Mr. Tomko and Mr. Attanasio talked about the impact on driveways and replacement of curbs as well as drainage all being factors when planning for the paving and curbing process.

Mr. Tomko continued to talk about paving and replacement. He stated that the cost breakdown is about 2 million year just for paving alone. He stated that partnering with BCWSA and creating an agreement for road stabilization for base repair is the way to go. A total of 4 million is needed to complete curb replacement.

Mr. Colello asked what the need is to replace all of the driveways. "Is it going to crumble? What is the rationale?"

Mr. Attanasio summarized that if we do not handle it properly the Township will end up with piecemeal neighborhood. Mr. Tomko and Mr. Attanasio agree that there is value in paving and replacing driveway edges now if curb replacement is done.

Mr. Tomko moved on to speak about the road restoration program. He mentioned it is a maintenance line item #22 through #24 on the sheet of about \$500,000 per year with the funds coming out of road tax and state liquid fuels.

Mr. Tomko spoke about the Chapman Road Bridge and its need for repair and replacement. The Township has done repairs to push coast of project out and it has carried into 2021. The Township can request a retro-reimbursement with the State of PA if a bridge bill is established by the Legislature.

Mr. Tomko spoke about bridge and stream crossing repairs and that the Township has identified what needs to be completed, including bridges, culvert pipes and pedestrian bridges. We're looking to do three projects in 2020. Mr. Tomko wants to chunk bridges up little by little each year because there are certain mandates for inspections.

Mr. Tomko spoke about the Green light Go Grant for the 313 corridor- we submitted a grant to PENNDOT and will partner with other municipalities, such as Plumstead, Buckingham and New Britain Townships and Doylestown Borough. The program is an 80/20 match – is spread out the 5 municipalities If received we'll have three years to spend the money once the project is accepted.

Swamp Rd. Easton Rd- signal upgrade – mandated project- 100% funded project- traffic signal project. Swamp and old Easton traffic signal. Whatever we spend we get reimbursed for the amount spent.

Flashing Rapid Beacon at Turk and Easton –Kutz Elementary and on Almshouse between Turk 1 & 2 – ARLE grant – 100% reimbursement. Mr. Tomko wants to get this project out to bid and start construction this year as it is a mandated project. Proposed Turk Road Crosswalk at Pebble Ridge Road the crosswalk design and easement information has been sent to the property owner who wanted his attorney to review. Goal is to put out to bid next year.

MS4 program – Mrs. Mason stated that the Township is showing progress with DEP. Mrs. Lyons- recommend to budget \$460,000 for the MS4.

Bike Hike Trail Maintenance – new item to keep up with 30 miles of trails installed over the past twenty seven years.

Public Works Building – designs and surveys- for pre-fab storage for Public Works supplies is underway.

Maintenance of Parks

Central Park Resurfacing- carried over and a proposed project in 2019. Mrs. Manion suggested that Central Park resurfacing should wait until after a decision is made on the park building.

Bridge Point Park- Need to replace cedar shingles on structure.

Turk Park 1 – Need for new playground equipment

Mrs. Lyons asked why we need to fund raise for Kids' Castle but we pay out of pocket for other parks. Ms. Mason stated the facilities at Turk 1 and Turk 2 were put in by the Township in 1970s and 1980s and they've have always been maintained by the Township.

Finance Department

Mr. Wallace summarized the IT survey on the current Township PCs operating systems. Our current system will be obsolete because Microsoft is discontinuing the support of the system and MS Office Suite that the majority of the employees use will no longer be supported. A calculation of the Township computers averaged that 40 of the 68 will need to be replaced.

Mr. Colello stated that it is a good idea to get all the new computers at the same time.

Mr. Wallace also mentioned that the Finance Department has been thinking of replacing their current financial software because it is seven years old. He is looking to upgrade to software that has the ability forecast, calculate time and attendance, along with general accounting functions. Mr. Wallace mentioned that the Township and DTMA have agreed to split the cost of the software and in December, the Department will entertain two vendors to see that they have to offer. This line item will be in the 2021 budget as a placeholder.

New Building

Completion of the building projects and no more money should be spent.

Pension

Mrs. Lyons spoke about the Pension Advisory Committee's recommendation to continue to decrease the interest rate of return assumption and add \$300,000 to the plans. She noted that three members of the Committee were in attendance.

Motion to approve addition of Pension Advisory Committee's request was made by Ms. Herring and seconded by Mr. Snyder.

Mr. Colello expressed that he doesn't think the Township has the resources and is not in favor of a \$300,000 change.

Mr. Snyder clarified that the \$300,000 should be considered as a place holder only at this time and is modeled in the forecast.

Ms. Herring concurred that was the motion. Motion carried unanimously that \$300,000 would be put in as a placeholder for now.

Mrs. Lyons reminded Ms. Mason that in the next meeting the Board will address staffing needs for 2020 first.

Being no further business the meeting adjourned at 3:58 pm.

Respectfully submitted,

Stephanie J. Mason
Township Manager