

UPPER MERION TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP MEETING
NOVEMBER 6, 2014

The Board of Supervisors of Upper Merion Township met for a Budget Workshop Meeting on Thursday, November 6, 2014 in the Township Building. The meeting was called to order at 5:16 p.m., followed by a pledge to the flag.

CHAIRPERSON'S COMMENTS:

Chairperson Waks reported there was no executive session prior to this meeting.

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, and Carole Kenney. Also present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Nick Hiriak, Director of Finance, John Waters, Director, Safety and Codes. Supervisor Bill Jenaway and Supervisor Erika Spott were absent.

PROPOSED 2015 FIRE AND RESCUE SERVICES OPERATING BUDGET

Mr. John Waters, Director, Safety and Codes Enforcement, provided an overview of the proposed 2015 Fire and Rescue Services Operating Budget. Mr. Waters reported the expenditures in Codes Enforcement to date are \$1,023,000 and revenues to date are \$2.4 million. Highlights as follows:

- Overall increase of .5%
- \$40,000 for Length of Service Awards Program (LOSA) – no increase
- Fire Company Allocation of 5% which is a total of \$20,152
- Firemen's Relief Fund decreased 4.7%
- Firehouse software (statistical reporting) no increase from 2014
- No increase from 2014 in expenses for accreditation
- Shared expenses increased 3.9%
- No increase in hydrant leases

PROPOSED 2015 FIRE AND RESCUE SERVICES CAPITAL BUDGET

Highlights as follows:

- Replace 20-year old Ladder Truck for Swedeland Fire Company for \$970,000
- Replace ambulance 317-1 for \$118,720

A discussion followed regarding the RFP for the ladder truck and the timing involved in getting it out to bid as well as the option to defer that purchase until the study is completed.

- \$5,000 for Alpha-numeric pagers
- \$196,757 to finish purchase of new 800 mhz radios for Fire and Rescue Services – joint effort with Bridgeport -- \$800,000 grant received for new radios, but did not cover all the needs.
- Contingency computer replacement for \$3,000
- 5" supply line for \$8,000
- Capital equipment maintenance for \$10,000
- Third party consultants for fire study for \$75,000

Mr. Kraynik asked if the \$75,000 is still a reasonable number since it was first discussed two years ago. Mr. Waters responded in the affirmative.

PROPOSED 2015 OPERATING BUDGET FOR SAFETY AND CODES

Mr. Waters discussed the proposed 2015 Operating Budget for Safety and Codes. Highlights as follows:

- Overall increase of 4.3% -- all costs are covered by permit fees
- Overtime decreased
- Tuition Reimbursement increased
- Codes Purchase decreased
- Fuel/Oil decreased because of one electric vehicle
- Office Supplies decreased
- Other Professional Services increased \$1,000
- Telephone expense decreased
- Property maintenance clean-up – new account -- \$10,000

PROPOSED 2015 CAPITAL BUDGET FOR SAFETY AND CODES

Mr. Waters discussed the Capital Budget for equipment replacement for 800 mhz radio system for the Emergency Operations Center. He said this will be part of a much larger order because the Police Department has to replace their radios, but probably not until 2016. The remaining capital is always replacement vehicles.

Mr. Kraynik asked who would utilize the vehicle to replace #359. Mr. Waters responded that would be for his vehicle.

Mrs. Kenney asked if it could be another electric vehicle. Mr. Waters responded there are too many "electronic parasites." He said it works for the inspectors, but not when there are radios in the car.

With regard to commercial permits and fees, Mr. Waks asked if various municipalities use difference guidelines. Mr. Waters responded staff would take a look at one of the buildings that just went up and indicate what Upper Merion would charge for permit fees and then apply it for each of the other townships to see what number comes out for each. Mr. Waters said staff will work up the hypothetical billing next week for each of the communities and email the results to the Board.

PROPOSED 2015 OPERATING BUDGET FOR THE POLICE DEPARTMENT

Police Chief Tom Nolan discussed the proposed 2015 operating budget for the Police Department. Highlights as follows:

- Personnel Services increased 3.9%
- Operating Supplies decreased .9%
- Professional Services increased 4%
- Miscellaneous increased 48.5%
- Overall 4.5% increase in 2015 budget
- Tuition Reimbursement decreased 27.1%
- Uniforms increased 5.8%
- Traffic Calming Equipment increased 21%
- Fuel/Oil decreasing 4.4% - while not doing alternative fuel vehicles, the Expedition fleet has been reduced. This practice will continue next year utilizing smaller sedans that are still able to handle most of the equipment. The sedans provide much better gas mileage. The Expeditions will not be completely phased out, but there will be less than there were in the past.
- Other Professional increased 36% because of police officer hiring/testing process
- Telephone expenses increased 64% most of which is a shifting from one account to another.
- Vehicle maintenance decreased .9%

With regard to telephone expenses, Mrs. Kenney asked if there is an overall increase, decrease or flat. Chief Nolan responded it would be flat. Mr. Hiriak noted there is a decrease in the land line and cell phones are flat. Mrs. Kenney commented there would overall be a slight decrease. Chief Nolan responded in the affirmative.

- Dues and subscriptions have gone up about \$400
- No increase in Training Account
- Equipment Depreciation increased 57%

Mrs. Kenney asked how many police officers are on the police force.

Chief Nolan responded there are 64. Mrs. Kenney asked what would constitute a full complement. Chief Nolan responded, "64." He noted two officers are in the Academy and are counted among the 64.

Mr. Kraynik asked how many officers are in DROP that we know will go next year. Chief Nolan responded there is only one officer in DROP for next year and one officer will be in DROP in early 2016.

Mr. Philips asked for clarification on the training budget. Chief Nolan responded there is no increase since it was not necessary for as much supervisory training which was mostly done last year.

PROPOSED 2015 CAPITAL BUDGET FOR THE POLICE DEPARTMENT

Chief Nolan discussed the 2015 Capital Budget for the Police Department.

Highlights as follows:

- New patrol rifles for \$7,000 which will continue the patrol rifle program. Currently half the fleet has patrol rifles.

Mr. Philips asked if they are being obtained from military surplus. Chief Nolan responded in the negative.

- Information Technology \$6,000 for Digital evidence storage new equipment – The DA's office has required all video evidence for discovery and there is a lot of related expenses.
- Patrol car equipment – new program - \$7,000 for four vehicles to be equipped with E-Citation equipment, hand held devices that will allow for driver license scanning and registration scanning. It enables citations to be issued faster and more accurately and provides a big savings.
- Replace Communication Equipment for \$135,000– this is an item that continues to be listed in the capital budget in case it is necessary to replace the "guts" of the dispatch center. The current dispatch center has been in operation for ten years.
- Replace duty weapons and holsters for \$30,000.
- Miscellaneous capital projects for \$70,000 – Police Department renovations to expand the women's locker room when the Park and Recreation space is vacated.
- Renovation of Township scale for \$10,000 for truck weighing and inspection – has not been used for about 5 years.

Mr. Waks asked what type of revenue it would bring into the township. Chief Nolan responded it would provide substantial revenue which would be split 50% with the state.

- Replace vehicles – the Police Department tries to do five or six vehicles per year, one of which will be unmarked.
- Most of the light bars coming this coming year will complete the transition of the old light bars to newer LED lights.

Mr. Philips asked for clarification regarding replacing the Pistol Range. Chief Nolan responded this item has been listed for a number of years and is more of a contingency fund.

Mrs. Kenney asked who makes the decision to replace pistols. Chief Nolan responded input is received from the officers and there are certain weapons that have been removed from consideration by the Police Department.

After Chief Nolan concluded his presentation, Mr. Kraynik handed out a list of capital projects that have been placed in the budget for 2015. He pointed out these are not equipment replacement projects, but are capital projects. The listing compiled by the Finance Director provided the name of the project, funding source (whether it is bond issue money, grant or sewer fund). The main projects are the Community Center and the Multi-Use Trail and there are a number of plans in the Park Master Plan, Comprehensive Plan, stormwater management study, and fire study. There was one capital project which was actually a Transportation Authority project [Church Road Bridge] and it was moved to the Authority to free up \$60,000 for the playground surfaces. [This extra \$60,000 combined with the \$90,000 that was already in the budget for 2015 will enable the updating of all identified playground surfaces].

Other items Mr. Kraynik discussed included the Rooster [at Norview Farm] for \$12,000 and some capital in case the pool is taken over.

A discussion followed concerned the timing of workshop meetings and the possibility of scheduling them earlier at 6 p.m. and also having three budget workshops instead of four. Everyone was in agreement.

A final discussion ensued concerning remaining items on the capital project listing.

At this point in the meeting Mr. Waks called for a recess at 6:04.

Mr. Waks reconvened the meeting at 6:45 p.m. to receive a presentation from Anna Derby regarding the lack of potable water in third world countries and what she proposes Upper Merion Township can do to improve the situation. She proposes a donation of .25 cents out of every \$1.75 spent at Norview farm for spring water for an organization that builds wells around the world. Ms. Derby discussed the harmful effects of plastic bottles on the environment.

Mr. Waks stated this is an intriguing idea, but it is something he would have to discuss with the Township Solicitor and Finance Director.

Mrs. Kenney commented the Board of Supervisors are looking for ways to promote sustainability.

In view of Ms. Derby's environmental sensitivity, Mr. Waks suggested she google the "Great Pacific Garbage Patch" which might be helpful for other presentations she intends to make in the community.

Mrs. Kenney suggested Ms. Derby contact the Environmental Advisory Council (EAC) and ask if there is a way to work with them. She also noted there is a vacancy on the EAC for a high school junior or senior.

A discussion followed about the possibility of scheduling Ms. Derby's presentation during the "Additional Business" segment of the Board of Supervisors Business Meeting.

Board Action.

There being no further business to come before the Board, it was moved by Mr. Philips, seconded by Mrs. Kenney, all voting "Aye" to adjourn the meeting at 7:00 p.m. None opposed. Motion approved 3-0.

DAVID G. KRAYNIK
SECRETARY-TREASURER/
TOWNSHIP MANAGER

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Minutes Approved:

Minutes Entered: