

**LOWER PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS BUSINESS MEETING
MAY 7, 2015**

Executive Session: The Executive Session was called to order at 6:35 p.m. on a motion by Mr. Thomas seconded by Mrs. Zimmerman. Present were Supervisors Mr. Sorgini, Mr. Duffy, Mrs. Eckman, Mr. Thomas and Mrs. Zimmerman. Also present were Solicitor Mr. Rice, Township Manager Mr. Gestrich, and Assistant Township Manager Mrs. Golas. The session adjourned at 7:31 p.m. on a motion by Mrs. Zimmerman, seconded by Mr. Thomas.

Call to Order: Chairman Sorgini called the meeting to order at 7:35 p.m.

Pledge of Allegiance

Roll Call:

- a. The following members were in attendance: Chairman Sorgini, Supervisors Duffy, Eckman Thomas and Zimmerman.
 - b. Also in attendance were: Richard Gestrich, Township Manager, John Rice, Township Solicitor; Mike Mrozinski, Community Development Director; Timothy Woodrow, Township Engineer; John Primus, Director of Public Works; Geri Golas, Assistant Township Manager; Francis Carroll, Police Chief; Denise Walsh, Community Relations Coordinator and Hailey O'Donnell, Student Representative.
- 1) Chairman Sorgini noted that prior to the meeting an executive session was held to discuss personal, real estate and legal matters.
 - 2) Consent Agenda
 - A) **MOTION:** Supervisor Zimmerman made a motion to approve the consent agenda items 1(a) and 1(b) including moving the meeting minutes of April 16, 2015 into the record. Supervisor Duffy seconded the motion. The motion *passed* 5-0.
 - 3) Presentation and Commendations
 - A) Swearing in of Devon Auge as a Police Officer with the Lower Providence Township Police Department.
 - B) Presentation to Sgt. James Crawford recognizing 30 years of service with the Lower Providence Township Police Department.
 - C) Financial Report – First Quarter
 - i) Mr. Gestrich presented a Power Point review of the First Financial Report. (Copy attached.)
 - 4) **New Business**
 - A) Appointment of Jeffrey Mitchell as Student Representative to the Board of Supervisors May 2015 to May 2016
 - i) Mr. Mitchell introduced himself to the Board of Supervisors.
 - ii) **MOTION:** Supervisor Zimmerman made a motion to appoint Jeffrey Mitchell as Student Representative to the Board of Supervisors from May 2015 through May 2016. Supervisor Thomas seconded the motion. The motion *passed* 5-0
 - B) Adoption and resolution recognizing the week of May 10-16, 2015 as Police Week in Lower Providence Township
 - i) **MOTION:** Supervisor Eckman made a motion to recognize the week of May 10-16, 2015 as Police Week in Lower Providence Township. Supervisor Thomas seconded the motion. The motion *passed* 5-0

- C) Adoption of resolution recognizing the week of May 17-23, 2015 as Public Works Week in Lower Providence Township
- i) **MOTION:** Supervisor Duffy made a motion to recognize the week of May 17-23, 2015 as Public Works Week in Lower Providence Township. Supervisor Zimmerman seconded the motion. The motion *passed* 5-0.
- D) Discussion and consideration for award of 2015 road reconstruction bid.
- i) Mr. Woodrow reviewed the bid opening process and results. He stated that due to an increase of costs, the scope of the project was reviewed and it was determined that Collegeville Road and Sunnyside Avenue could be removed from the full-depth cold mill recycling process and be dealt with in a less costly manner.
 - ii) Chairman Sorgini asked that, with the change in the scope of the work, were they confident that the longevity of the process is what they need. Mr. Woodrow said that he was. He stated the condition of the paving base is sufficiently stable and they are able to pinpoint more exactly where the repairs need to be made.
 - iii) Mr. Gestrich said that, in the matter of full disclosure, the project came in \$7, 847 over budget and that money is available in the Capital Fund if needed.
 - iv) Supervisor Duffy said that he resides on one of the roads included in the bid and, because of this, will be abstaining from the vote
 - v) Supervisor Eckman asked, once bids are awarded, when will paving begin. Mr. Woodrow said it would begin as soon as possible and that the bid states the project should be completed prior to the start of school.
 - vi) **MOTION:** Supervisor Eckman made a motion to award the 2015 road reconstruction bid. Supervisor Thomas seconded the motion. The motion *passed* 4-0-1 with Supervisor Duffy abstaining.
- E) Authorization to advertise a proposed ordinance amending section 143-198 of the Public Facilities Overlay District to permit indoor or outdoor recreational facilities owned or operated by the Township, a non-profit, or other governmental agency
- i) Solicitor Rice reviewed the proposed ordinance, noting that the ordinance has been revised since originally proposed and suggested the ordinance be further revised and sent back to the County Planning Commission and Township Planning Commission for further review. He noted this Ordinance has been generated as a result of requests by two businesses/landowners: The YMCA, who is seeking property off of Park Avenue, and JP Mascaro and Sons, who is seeking to build ball fields on a 38-acre site on Woodland Avenue which it currently owns. Solicitor Rice also stated that they had received a letter that afternoon from JP Mascaro and Sons proposing that they would lease a 10-acre piece of that property to the Township for a municipal recreational facility.
 - ii) Solicitor Rice feels that the Ordinance does need further revision. He suggested that the revisions include applying the Ordinance to only the R2 Zoning District and requiring the minimum lot size be increased to 20 acres. Solicitor Rice said that there had been some confusion regarding the parking standards and said that both Planning Commissions wrestled with the standards. He noted that there is an existing parking standard for indoor and outdoor use that is more appropriate and he recommends revising the ordinance to include that existing standard. Solicitor Rice also suggested that the Ordinance adopt the Township's existing stand-alone lighting ordinance. He noted the final issue that needs clarification is that the proposed use would not be for-profit uses and would strictly be for an indoor/outdoor facility to be used by the Township, other governmental agencies or non-profits. It is his

recommendation to authorize staff to make the revisions and send it back to the County Planning Commission so they can see a final draft of what is being proposed.

iii) Board Comments:

- (1) Supervisor Duffy clarified that the YMCA is seeking to purchase the Valley Crest property and this Ordinance would give a signal to the YMCA that the Township is willing to work with them. He also stated that the JP Mascaro and Sons proposal is to lease a 10-acre parcel of land to the Township for \$1 per year and that they would construct a full park at no cost to the Township. He stated that if the Township were to accept the offer that it would not qualify under the Ordinance but would be considered a permitted residential use. Solicitor Rice agreed that this would be a municipal use permitted by right.
- (2) Supervisor Eckman said that the letter from JP Mascaro and Sons was only received that afternoon and that this was a new proposal with only sketchy details. She stated that they would review the proposal and work through it with the assistance of the Township's solicitor.

iv) **MOTION:** Supervisor Thomas made a motion to authorize the staff to draft a revised ordinance with the recommendations of Solicitor Rice and send it back to both the County and Township Planning Commissions for their review. Supervisor Eckman seconded the motion.

(1) Public Comments:

- (a) Preston Lutweiler, Mockingbird Lane, stated his approval that the proposed ordinance was back for reworking. He thanked the Board for their transparency in what the two proposals are for.
- (b) Kathie Eskie, Highgate Road, questioned whether there is a need for additional fields in the Township, noting that there are currently 17 ball fields in the Township for different ages and types of baseball. She asked if a needs assessment was done to see if this is needed.
 - (i) Chairman Sorgini said that this was an opportunity that had been presented that was a good opportunity for the Township.
 - (ii) Supervisor Duffy said that in 2005 the Township produced the Open Space Master Plan and acquiring the Downs Tract parcel, which Mr. Mascaro later bought/purchased, was the number one priority of the Master Plan. He noted that according to the plan the Township divided itself into five zones and under the plan each zone should have a certain number of recreational acreages associated with the number of residents. The zone that this property is located in does not have a single recreational facility available for playing fields.

She commended Mr. Mascaro for wanting to build a facility for the children of the Township. However, since this is a by-right issue, she did not understand why the entire Township would need rezoning. She felt this was a ruse to make it easy for the YMCA to bypass the proper steps to build within the Township and wondered why they are trying to make it easy for them. She stated that putting a YMCA on Park Avenue and Trooper Road, two of the busiest streets in the Township, was ridiculous and that traffic is a grave concern. She feels both developers should come in and make their presentations and fight their own battles.

The motion *passed* 5-0.

5) Announcements:

- A) The Parks and Recreation Board will meet on May 12 at 7 p.m.
- B) The Sewer Authority will meet on May 13 at 7:30 p.m.
- C) The Library Board of Trustees will meet on May 18 at 7 p.m.
- D) The Planning Commission will meet on May 27 at 7 p.m.
 - i) Mike Mrozinski stated that agenda items include a sketch plan proposal for the Nicola property on Crawford Road. Solicitor Rice said he would have the proposed Recreation Overlay Ordinance revisions ready for the May meeting.
- E) The Zoning Hearing board will meet on May 28 at 7 p.m.
 - i) Mike Mrozinski stated that, due to no applications being received, there would not be a meeting May.

6) Comments and other Business

- A) Hailey O'Donnell announced that the Methacton High School Mini-Thon make-up date is May 29 and the community is welcome; community visiting hours have been set. For more information she suggested visiting www.methacton.org.
- B) Chairman Sorgini noted that it had been a difficult few weeks in the Township due to a chlorine leak and accident on Park Avenue. He thanked the Police and Fire Departments as well as the Public Works Department and Administrative Staff for their hard work
- C) Supervisor Eckman reported that the April 29 Business Roundtable, attended by herself, Denise Walsh, Bill Roth, Rich Gestrich and Mike Mrozinski, was a success. They are considering hosting the event quarterly or twice per year in order to keep the dialogue with businesses open and work on filling the empty spaces in the Township.
- D) Supervisor Duffy reported that he and Supervisor Zimmerman attended the Planning Commission meeting in April. At that meeting the Recreation Overlay was discussed, which the Planning Commission was not in favor of, and Audubon Land Development gave an update on ongoing work. He stated he also had privilege of attending the April 27 plaque ceremony for former Police Chief John Culp, who died in the line of duty on Christmas day in 1963.
- E) Chief Carroll stated that he was very touched that Chief Culp's daughter and her husband traveled from Cape Cod for the Hero Cop plaque ceremony honoring his service. He expressed appreciation to the Police Department, the Board of Supervisors and Mr. Gestrich for their assistance in support of the ceremony.

7) Courtesy of the Floor

- A) Preston Lutweiler, Mockingbird Land, expressed his support regarding the difficulties the Township faced during the past week. He asked what was learned from the incidents, noting that he wasn't aware that the company responsible for the chlorine leak existed and that they were handling chlorine canisters. He stated that the accident at Crawford Road was at the worst intersection in the Township and hopes that this provides some impetus for the rebuilding of the intersection. Chairman Sorgini stated that they are very anxious to make those road improvements and are working toward that goal. Chairman Sorgini also stated that they were looking into the company associated with the chlorine leak.

8) Adjournment

MOTION: Supervisor Thomas made a motion to adjourn the meeting. Supervisor Zimmerman seconded the motion. The motion *passed* 5-0. The meeting adjourned at 9:30 p.m.

Next Business Meeting: May 21, 2015
June 4, 2015

2015 1st Qtr. Financial Report



Executive Summary 1st Qtr. 2015

Financial Highlights:

- * Q1 Revenues ahead of expenditures by \$17,503.
Considering timing and seasonality factors =early.
- * Q1 Revenues and Expenditures combining to quietly eliminate the budgeted (-\$ 407,887) deficit.
- * Now projecting to (-\$402,263).

Financial Summary Test 1 (Actuals)

March 31, 2015

Final	3/31/2015		
Actuals	Actual	Budget/Year	Favorable (Unfavorable)
2015 YTD Revenues (less fund Balance)	\$ 2,033,702.13	\$ 2,383,824.25	\$ (350,122.12)
2015 YTD Expenditures	\$ 2,016,198.96	\$ 2,485,796.00	\$ 469,597.04
(Deficit) Spending/Surplus	\$ 17,503.17	\$ (101,971.75)	\$ 119,474.92

- * Note: Budget based on straight-line calculation (e.g. 3/12 of annual budget and fund balances excluded). YTD revenue and expenditures are in line with expectations = early still.

Minimum General Fund Balance Calculation (test 2)

- * Policy is to maintain 5% - 7% of annual expenditures in reserve in the General Fund
- * Calculation @ March 31, 2015 is as follows:

Minimum Balance Calculation (5%-7% Required)	3/31/2015
Beginning Fund Balance 1/1/2015	\$ 2,545,841.02
YTD Deficit Spending/Surplus	\$ 17,503.17
Ending Balance	\$ 2,563,344.19
Percentage of annual expenditures	27%

Q1 2015 Revenue Highlights

Revenues:

Target %

25%

Line Items of Interest:

	Actual	Budget	%Rcvd.
• Earned income tax	\$1,451,353	\$4,877,183	30%
• Real Estate transfer tax	\$76,492	\$ 360,00	21%
• Inspection fees	\$105,613	\$ 625,000	17%

Conclusion: Real Estate transfers and building permits lagging slightly. EIT running ahead of budget.

Q1 2014 Expenditure Highlights

Expenditures

Target 25%

Line Items of Interest:

- Snow removal costs
- Truck/vehicle repairs

Actual	Budget	% Expend
\$ 173,958	\$115,500	150%
\$ 43,545	\$ 91,500	48%

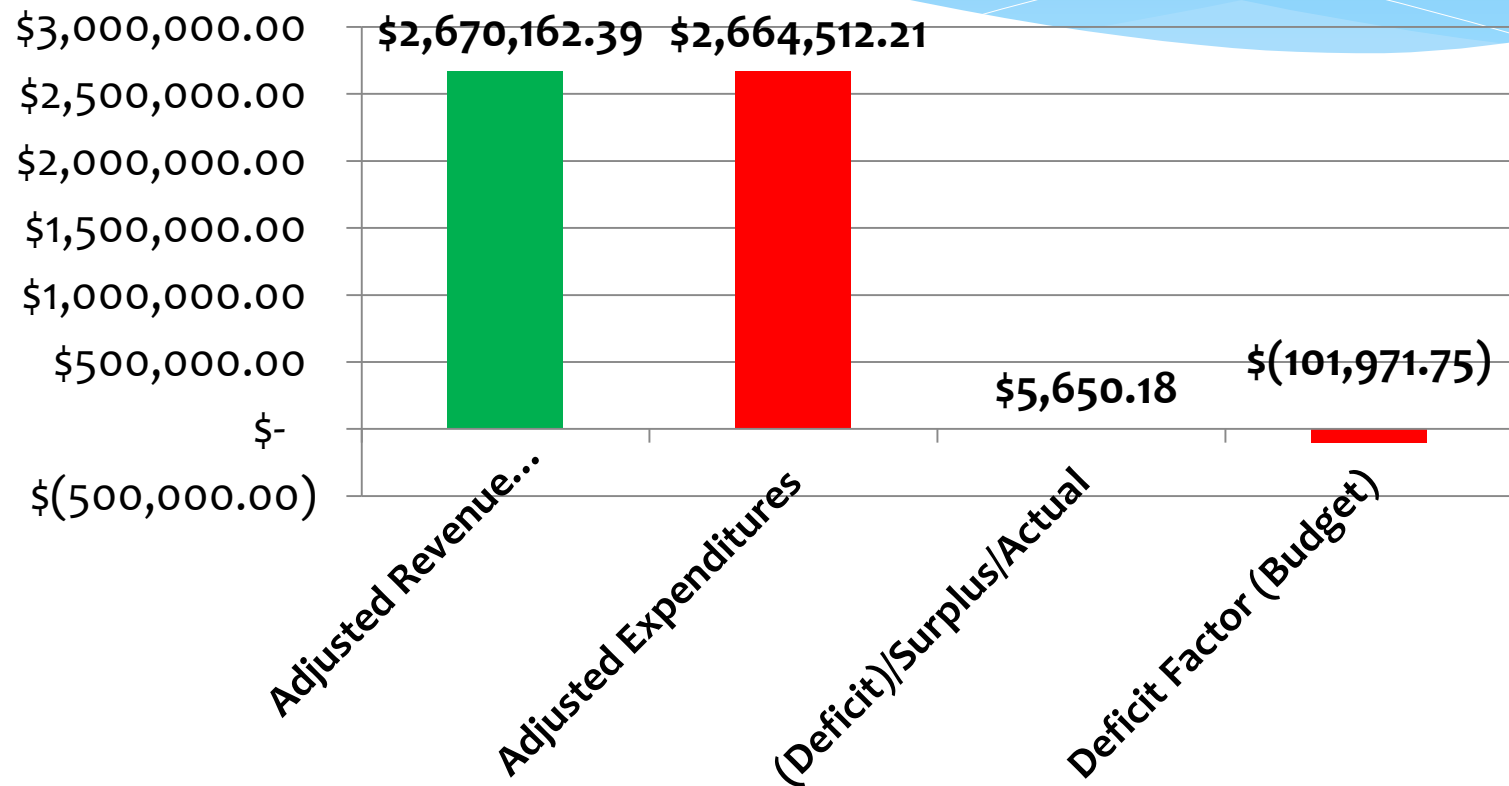
Conclusion: Comparison of storm call outs in 2013/14 and 2014/15 almost even 20 & 19.

Adjusted Calculation Basis: The Formula behind (test 3).

Adjusted Calculation	3/31/2015	Budget	Percentage	Target
2015 YTD Revenues	\$ 4,579,543.15			
Less Beginning Fund Balance	\$ (2,545,841.02)			
Plus Smoothed Fund Balance	\$ 636,460.26			
Less Real Estate Taxes Received	\$ -			
Plus Smoothed Real Estate Taxes	\$ -			
Adjusted Revenue Calculation	\$ 2,670,162.39	\$ 11,749,912.00	23%	25%
2015 YTD Expenditures	\$ 2,016,198.96			
Plus Smoothed Ending Fund Balance (\$1,806,728)	\$ 451,682.00			
Plus Smoothed Police & NonUniformed				
Pensions (Total =\$1,100,234-State Contib. \$313,709)	\$ 196,631.25			
Adjusted Expenditures	\$ 2,664,512.21	\$ 11,749,912.00	23%	25%
Deficit/Surplus Calculation	Current	End of Year Est.		
(Deficit) Spending/Surplus	\$ 5,650.18	\$ (407,887.00)		

Comparison of Adjusted Revenues and Expenditures

March 31, 2015



Q1 2015 Capital Expenditure Highlights

2015 Resurfacing Budget

\$ 571,600

• Eagle Stream Road	\$129,500
• Collegeville Road	\$143,360
• Sunnyside Ave.	\$115,440
• Woodland Ave.	\$ 183,300

Comments:

- Financed \$1,012,000 (10 yrs. At 2.11% Fixed)= (2014 & 2015 Resurfacing)
- Created Five Year Capital Expenditure Road Resurfacing plan

2015 – What's on the Horizon

- **2015 Budgetary Supplemental Appropriations**
- **Technology Leasing (3 yr.) of 20 new Desk tops and 4 new Laptops and direct purchase of audio visual equipment deferring technology financing. \$30,130**
- **Vehicle Replacements:**
 - **Manager's 2005 Ford Explorer 139,500 miles \$30,000**
 - **Lieutenant's 2007 Dodge Charger 93,000 miles \$30,000**

Questions

