

**LOWER PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS 2018 BUDGET WORKSHOP
SEPTEMBER 24, 2018**

Attendance:

- a. The following were in attendance: Supervisors Patrick Duffy, Jason Sorgini, Colleen Eckman, Peter MacFarland and Gary Neights. Also in attendance were: Donald Delamater, Township Manager; Geri Golas Assistant Township Manager; Mike Mrozinski, Community Development Director, John Primus, Public Works Director; Susan Law, Accounting Manager; Stanley Turtle, Chief of Police; Lt. Michael Jackson; Karl Lukens, Parks & Recreation Director; Bill Roth, Special Projects and Technology Director, and Denise Walsh, Community Relations Coordinator.
- b. The meeting convened at 4:30 p.m. with the Pledge of Allegiance.

1. Budget Discussion

A) Parks and Recreation

- i) Department Director Karl Lukens presented an overview of the department's recreation and park maintenance staff, followed by a presentation of proposed 2019 Capital Projects and a review of the 2019 Operating Budget.
- ii) Highlights of proposed projects include installation of new playground safety surfacing at all parks; new play structures and poured-in-place surfacing at Eagleville Park; and Gaugler Field repairs (to be completed in 2018).
- iii) Mr. Lukens noted challenges with the Operating Budget are increasing salaries/wages, lack of indoor space to accommodate year-round programming, and decline in sponsorship contributions.
 - (1) Supervisors Eckman suggested that it would be worth exploring the establishment of a non-profit Park Foundation to encourage tax-deductible contributions and make it possible for corporations to match donations.
- iv) In response to a question by Supervisor Eckman, Mr. Lukens said the proposed \$20 increase in summer camp fees equates to a .80/hour increase and that the camp is consistently rated as a good value.
- v) Supervisor Duffy suggested that the sale of naming rights for certain parks be considered as a revenue generator.

B) Public Works

- i) Department Director John Primus outlined his proposed 2019 Capital Projects, 5-Year Road Reconstruction Plan, and 2019 Operating Budget.
- ii) Capital requests include a bucket truck with snow plow, gunite work and brine tank. Mr. Primus said the current bucket truck is a 2000 model with a 1982 boom. While renting a bucket truck when needed is an option, there would be no guarantee one would be available.
 - (1) There was discussion about the size and use of the PW fleet and the lifespan of dump trucks. Supervisor Neights requested a list of vehicles, their use and approximate maintenance costs.
 - (2) There was discussion about the increasing need for removal of trees that have been lost to disease, especially ash trees.
- iii) Mr. Primus noted that the list of roads in the proposed reconstruction improvement plan could be reduced based on available funding.

- iv) Supervisor Duffy asked about the diagnostic scanners in the Operating Budget. The supervisors requested that the budget include subheadings breaking out specific requests.

C) Special Projects and Technology

- i) Department Director Bill Roth presented his 2019 Operational Budget requests and Capital Budget requests.
- ii) Mr. Roth said migration to Cloud was completed in 2018, as were many capital improvements to computer equipment and client machines. He said there is less replacement scheduled for 2019; only four computers are scheduled to be replaced. If successful, a trial of mobile laptops could eliminate the need for iPads. Because the marquee was repaired in 2018 at a cost of \$4,000, it is not listed for replacement.
 - (1) Supervisor MacFarland asked about the maintenance and support items. Mr. Roth noted that they are detailed in the budget book. Chief Turtle added that the Police Department's move to a county-hosted reporting system could eliminate some of these costs. That move has not yet occurred as there were issues with migration of data to the new system.

D) Human Resources

- i) Assistant Township Manager Geri Golas presented an overview of the 2019 Insurance, Compensation, and Pension Funding. She said that insurance renewal rates are not yet known, but the Township went with DVIT because with the trust, risk is pooled to manage volatility. Wage data for 2019 is not yet known as the Township is completing contract negotiations with the Police Department and AFSCME.
- ii) Supervisor MacFarland pointed out that employee benefits account for 22% of the total budget. He requested the percentage from five years ago.

E) Community Development

- i) Department Director Mike Mrozinski presented his 2019 revenues and expenditures. He said that he expects to finish 2018 better than projected due to building permit revenue being greater than anticipated.
- ii) Mr. Mrozinski noted a few items for consideration in 2019 and beyond: A new GIS/mapping system, rental inspections and electrical inspections.
- iii) In response to a question from Supervisor Eckman, Mr. Mrozinski explained that a large part of the engineering services is the increasing assistance needed with regard to stormwater issues.

F) Police

- i) Chief Turtle presented the Police Department 2019 Capital Request and Personnel Requests. He outlined the 2019 Police Operating Budget.
- ii) Capital requests include replacement of three police vehicles; radio upgrade installment payment; body cameras (dependent on grant funding); and building security upgrades.
 - (1) Chief Turtle noted that the county digital microwave radio system was not yet in operation, however, the radios are in day-to-day use.
 - (2) Chief Turtle said laws are in place for body camera use and that the cameras would be compatible with recent in-car video upgrades. A transitional step will be the use of belt microphones.
 - (3) He said building security upgrades should not wait until building renovation/replacement.
- iii) Chief Turtle said he is requesting one officer and one civilian support staff in 2019. His future staffing goal for the department is 34 sworn personnel.
 - (1) Chief Turtle noted that there are four officers in DROP and two are eligible. He said the Township is lower than the average for officers per 1,000 residents. Chief Turtle

provided graphics showing rising call volume versus staffing. He said 7 long-term illnesses in 2018 made scheduling difficult. He is requesting an incremental approach to reaching staffing goals.

- (2) There was discussion about the fleet replacement schedule and how the fleet would accommodate any added officers.

G) Administration and Finance

- i) Mr. Delamater referenced the detailed overview he had prepared for the Board, noting current shortfalls in the General Fund and Capitals Projects Fund.
- ii) After some brief discussions, this was tabled to discuss at a future date.

2) **Adjournment** – 8:15 p.m.

Respectfully submitted:

Donald Delamater, Secretary