

Union Township Board of Supervisors
Budget Workshop
October 04, 2016

The Board of Supervisors Meeting was called to order by Chairperson Larry Spahr at 6:10 p.m. The meeting was held at the Union Township Municipal Building, 3904 Finleyville-Elrama Road, Finleyville, PA. The pledge of allegiance was recited.

Board Members in attendance were Larry Spahr, Charles Trax, Paul Chasko, Heather Daerr, and Deborah Sargent. Also in attendance, Judy Taylor–Treasurer, Debra Nigon–Secretary,

Public Comment

There were no attendees other than the Board.

The Board first reviewed a new spreadsheet created by the Treasurer showing the engineering expenses. The Treasurer explained that all projects being considered by the Board are included. The new spreadsheet was prepared including September invoices and all the estimates of the engineer. To date, actual 2016 engineering expenditures total \$46,026.01.

Ms. Taylor explained that, for the first workshop, an engineering spreadsheet had been prepared that included all current and potential additional expenditures for 2016 and 2017. Some of these expenditures have since been moved out to 2018. The Ridge Avenue culvert project was moved out to 2018. The estimate for this project was obtained from the Local Share Account application Resolution which the Township approved at the last meeting. A draft copy of the application itself was requested, but has not yet been supplied.

Also, for the first workshop, Ms. Taylor explained that all the engineering estimates and numbers had been tallied together under one item number, item 408 for engineering, until there was more information and she received feedback from the Board. For this workshop, she moved the engineering related items to where they belong in the budget, whether that be under capital expenditures or other areas.

Ms. Taylor noted the Patterson Road repair estimate may be lower depending on new information as it is received.

Ms. Taylor also prepared a list of questions relative to the 2017 engineering costs which will need to be answered as follows: (1) an answer to whether the engineering costs for the Garvin Road project are covered under the grant or whether they are the responsibility of Union Township, (2) whether the Township received DEP approval on the Act 537 Planning Costs for the Finleyville-Elrama Road sewage project, (3) whether the Board desired to pursue Act 537 planning for Mingo Circle in 2016 due to the current conditions there and whether the Township received DEP approval of the TAR and Act 537 costs for this project, and (4) an answer on how much the Township can charge over the grading permit fee of \$5,760 for stormwater infractions, inspections of grading and other code enforcement/engineering expenses relative to the current grading taking place at Tomko.

Under General Fund revenue, a new item was added in the sum of \$27,500, for the LSA Grant Funds which may be awarded if the Township application is funded. While reviewing revenue, fee income was discussed. The current fee schedule was created according to what was determined to be the average fees used by other townships.

The Tomko project was also discussed in terms of fee income versus the expense to the Township. The Board suggested adding a fee schedule review in terms of grading to the next meeting of the Board. It was suggested that escrows be looked at in the future as costs may exceed the current fee structure.

It was noted by the secretary that the bond supplied by Tomko for the grading permit is referenced as a "subdivision bond" on the paperwork. This is assumed to be a typographical error. However, this may be something that the Board should clarify.

The Tuscany Estates expenses were discussed. The development agreement may need to be reviewed to ascertain whether certain costs might be able to be deducted from the escrow.

Ms. Taylor explained that the beginning fund balance, the first line in the budget for the General Fund, is the discretionary part of the General Fund balance which she anticipates the Board will have going forward into 2017.

Ms. Sargent commented that the unassigned fund balance was high at 100%, which is well over the 25% suggested in the Township code. Ms. Sargent expressed concern and anger that so much money is being saved and has not been spent for full time police coverage, sewage issues, or advancement of the Township. Ms. Sargent also suggested possibly assigning some of the unassigned fund balance to other areas

Ms. Sargent suggested that an item be added to the next budget for a Township Manager using a figure of \$100,000. It was discussed that a manager could bring down expenses or assume tasks performed by Municipal Consulting Services. It was also suggested that an item be added to the next meeting agenda to renegotiate the zoning/code enforcement officer contract.

It was noted that, with the engineering expenses moved to the various other areas of the budget where they belong and other projects moved out to 2018, that the total under the item 408 for engineering had come down, but the Treasurer noted more data from 2016 expenditures would give a better figure in this line item.

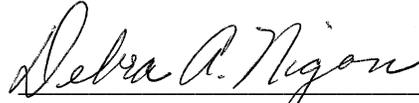
The Treasurer explained that the number in the police item, for this version of the budget, was modified to reflect the Monongahela Police Department number as far as we know at this time.

As is typical at this point in budget process, expenditures exceed revenue. The Board will need to cut the draft budget by \$400,000 to balance the 2017 budget. Mr. Spahr noted that the addition of the Township Manager would increase expenditures by \$100,000. Also, the re-design of the intersection of Trax Road and Sugarcamp Road will need to be added.

Board Approved: October 24, 2016

The five-year plan for capital reserve expenditures was reviewed which includes planning for future equipment, slide repair, demolition, and sewerage and flooding projects.

The Treasurer was requested to provide her suggestions for trimming the budget. She noted that the Cypher & Cypher auditor has not indicated to her that anything in the budget has been out of line.


Debra A. Nigon, Secretary