

**WEST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
OCTOBER 26, 2016**

Township Supervisors:

Mr. Raymond H. Halvorsen, Chairman
Mr. Edward G. Meakim, Jr., Vice-Chairman
Mr. Philip J. Corvo, Jr., Member
Mr. Christopher Pielli, Esq., Member
Mr. Hugh J. Purnell, Jr., Member

Township Officials:

Mr. Casey LaLonde, Township Manager
Mr. Richard J. Craig, Township Engineer (arrived late)

A special budget workshop meeting of the Board of Supervisors of West Goshen Township was called to order by Chairman Raymond H. Halvorsen at 6:00 p.m. on Wednesday, October 26, 2016 at the West Goshen Township Administration Building. Mr. Halvorsen opened the meeting with the Pledge of Allegiance to the Flag.

Mr. Halvorsen asked if anyone in the meeting room was recording the meeting. There was no response from the audience.

Mr. Pielli stated that asking the public if they were recording the meeting is a violation of the U.S. Constitution.

Mr. Halvorsen turned the meeting over to Mr. LaLonde.

Mr. LaLonde presented the 2017 Budget requests and stated that the initial portion of the presentation would mirror last week's budget workshop presentation and again asked if any members of the public or Board of Supervisors have questions at any time during the presentation, please ask your questions.

Mr. LaLonde presented an approximately forty-five (45) minute overview of the 2017 General Fund, Waste & Recycling Fund, Sewer Fund, Capital Reserve Fund and Highway Aid Fund.

Mr. LaLonde announced that the October 19th, eight-page budget presentation as well as the 2017 "Budget Requests" line by line budgets are posted on the Township's website for reference by the public and the public may refer to the video recording of this meeting to view the entire presentation.

Highlights of the presentation include the following:

- There is no tax increase nor sewer / trash fee increase for 2017. This is the 7th consecutive year with no tax increase.
- The General fund is currently proposing a \$967 surplus for 2017.
- The Township is experiencing a 5% decrease in health insurance premium rates for 2017 due to excellent experience and usage by Township employees and dependents.
- One new employee is budgeted to be hired in 2017 as a full-time Police Department Dispatcher / Clerical Employee.
- Parks Major Capital expenditures are proposed in the Capital Reserve Fund Budget for 2017.
- Major Capital purchases are proposed to increase \$277,098 from the previous year.
- An update to the Township's Comprehensive Plan (\$45,000) is proposed for 2017 - a County Grant (\$25,000) is proposed to offset this expenditure.
- Proactive approach to infrastructure reconstruction. *Grubbs Mill Road pipe culvert replacement (\$450,000); Hamlet Hill storm pipe replacement (\$125,000); balance of*

construction of a pedestrian crossing at Shop Rite/Rte 3 (\$10,000); Spring Lane Intersection Safety Improvements (\$15,000); Growing Greener Watershed Basin Retrofit (\$120,000) - a Growing Greener Watershed Grant (\$62,000) is proposed to offset this expenditure; and Route 3 adaptive signal controls (\$110,000) - a Green Light Go Grant (\$55,000) is proposed to offset this expenditure.

- \$100,000 transfer from General Fund to Capital Reserve Fund is proposed for 2017.
- Continued focus on collecting the Township's delinquent Sewer/Trash receivables.
- 2017 Sewer Fund Budget – Authority Administrative Expenses have been reallocated to various operating expenses throughout the Sewer Fund Budget.
- New 3-year Waste & Recycling Contract for 2017. New services to include: automated recycling taters and an additional contract for trash pick-up at 21 Bus Shelters.

Mr. LaLonde again presented the 2017 Budget “All Funds Summary”:

Fund	Beginning Fund Balance	+	Revenue	-	Expenditures	=	Ending Fund Balance	Surplus / (Deficit)
General	\$8,881,223		\$15,487,084		\$15,486,117		\$8,882,190	\$967
Sewer	\$4,467,035		\$4,970,800		\$4,964,822		\$4,473,013	\$5,978
Waste & Recycling	\$2,212,673		\$2,220,325		\$2,239,945		\$2,193,053	(\$19,620)
Capital Reserve	\$4,878,845		\$1,078,935		\$1,752,435		\$4,205,345	(\$673,500)
Highway Aid	\$70,074		\$681,179		\$725,000		\$26,253	(\$43,821)

Mr. LaLonde presented the 2017 Major Capital Items list, per Township Department. He announced that the Township Department Heads were in attendance to discuss their Departments’ requests and again, if the public or Supervisors had any questions, please interrupt the presentation.

General Fund	Department	Item	2017 Cost
	Admin	Security Upgrades	\$ 60,000
		Admin Total	\$ 60,000
	Capital Reserve	Transfer to Cap Reserve	\$ 100,000
		Capital Reserve Total	\$ 100,000
	Engineering		\$ -
		Engineering Total	\$ -
	Parks		\$ -
		Parks Total	See Parks Reserve Fund
	Police	Dispatch workstation	\$ 13,935

	Police	Lexipol Software	\$	14,472
	Police	License Plate Reader	\$	19,800
	Police	2006 Vehicle	\$	32,000
	Police	2011 Vehicle	\$	32,000
	Police	2012 Vehicle	\$	32,000
		Police Total	\$	144,207
	Streets	20 ton trailer	\$	30,000
	Streets	Truck #100	\$	30,000
	Streets	Truck #105	\$	170,000
	Streets	Truck #114	\$	175,000
		Streets Total	\$	405,000
		Grand Total	\$	709,207
Sewer Operating Fund	Sewer	Re-key locks	\$	19,500
	Sewer	Fall Arrest Posts	\$	9,000
	Sewer	Flushing Water Filter	\$	10,000
	Sewer	Superintendent Vehicle	\$	35,000
	Sewer	Camera Truck	\$	225,000
		Grand Total	\$	298,500
Parks Reserve Fund	Parks	Community Park Playground	\$	155,000
	Parks	72-inch riding mower	\$	11,000
	Parks	72-inch riding mower	\$	11,000
	Parks	Six-wheel Gator	\$	12,000
	Parks	Six-wheel Gator	\$	12,000
	Parks	5-ton trailer	\$	9,000
	Parks	Truck 204 pickup	\$	50,000
		Grand Total	\$	260,000
		Grand Total Across Funds	\$	1,267,707

Mr. LaLonde concluded the 2017 Budgets overview and Major Capital Items discussion and asked if there were any questions from the Board of Supervisors or public.

Mr. Halvorsen stated that in discussions with Mr. Corvo, they recommend removing the \$100,000 transfer from General Fund to Capital Reserve Fund. Mr. Corvo stated that he agreed with the change. Mr. Purnell stated that the \$100,000 transfer is not significant.

Mr. Ted Murphy asked about the sale of vehicles.

Dr. Doug White asked if there were any fees for the proposed Police Department license plate reader. Chief Gleason responded that other than for purchasing the equipment, there is an annual service contract and any additional software upgrades over time would have to be purchased. Chief Gleason stated that the fee to access the license plate database was being covered by the Southeast Regional Task Force.

There were several questions regarding the number of Police Department vehicles in the 2017 Budget. Mr. Pielli asked if the remaining Dodge Charger was to be replaced. Chief Gleason stated that there was one Dodge Charger remaining in the fleet and it is scheduled to be replaced in the 2017 Budget. Mr. Pielli asked if the Department was moving to the Ford Interceptor. Chief Gleason stated, yes, the Department was moving to the Ford Interceptor as the car of choice.

Mr. Halvorsen stated that with removing the \$100,000 General Fund Transfer to Capital Reserve, the Township could purchase two additional replacement Police vehicles for a total of five, due to the incredibly high mileage on several of the remaining Police vehicles not in the 2017 Budget for replacement.

Mr. Purnell asked how many vehicles are currently in the Police fleet. Chief Gleason responded that the Department has twenty-five (25) vehicles in the fleet, including pool vehicles. Chief Gleason stated that for a normal patrol vehicle they get between five (5) and seven (7) years of service from each vehicle.

Mr. Murphy asked how many other existing Police vehicles have very high mileage. Chief Gleason stated that two or three of his non-replacement vehicles have high mileage. Mr. Murphy stated that it is probably a better idea to replace these vehicles before the vehicles die. Chief Gleason agreed with Mr. Murphy's characterization. Mr. Murphy stated that he agreed with replacing five vehicles instead of the budgeted three.

Mr. Pielli asked what was the highest number of vehicles replaced on an annual basis. Chief Gleason responded that the highest number of vehicles replaced in a single year was five, and one of those was a flooded patrol vehicle.

Dr. White asked if financing was a good option for any of these vehicle purchases. Mr. Halvorsen and Mr. LaLonde responded that the Township had financed vehicles in the past, but that accounting rules require the Township to book the entire expense in the first year of the lease, so it doesn't make sense to finance vehicles.

Mr. Bob Sheller thanked the Board of Supervisors and staff for all of their hard work in getting the budget ready.

There being no further business, on motion by Mr. Purnell, seconded by Mr. Meakim, the meeting was adjourned at 6:57 p.m.

Respectfully submitted,

Casey LaLonde
Township Secretary