

Mr. Sacco asked about why the volunteer fire officers' stipends had not been reduced, as discussed in 2010. Chief Brady responded that the Board in 2012 directed the stipends to remain at the current level.

In a discussion of capital items, Chief Brady informed the Board that station 2 maintenance has cost \$71,128 since July of 2011. Two significant maintenance concerns have been identified going forward. First, the roof over the bays must be addressed. In 2010, the Board was presented with a need for significant repair of the station 2 flat roof. The recommendation from a building perspective was to replace the roof. The chosen option was to save money by patching the roof, with the understanding that the Township would pursue a replacement fire facility, which was incorporated into the strategic plan. The roof has experienced several leaks over the past 2 years and was damaged by a fallen tree in October 2015. The ability to patch or repair the roof is becoming more difficult. A quote for roof replacement is \$23,297. Second, the overhead doors of station 2 have required \$2,421 in maintenance over the last 3 years, including rusted components due to moisture intrusion. Overhead doors are a significant safety concern. A quote for replacing the 3 overhead doors is \$8,680.

With regard to a replacement fire facility, Chief Brady presented information from a consultant's evaluation of the Township's needs and existing conditions. He requested \$150,000 to be set aside in the fire operations account for initial engineering work and preparation of a draft RFP for an architect. In the discussion following, both Chief Brady and Ms. Johnston stated that the request was for the Township to begin analysis of site feasibility, even if the amount actually encumbered is different from the amount proposed. The Board directed that \$100,000 should be set aside, an amount more in line with costs estimated by the consultant.

Chief Brady informed the Board that the only brush unit was 34 years old. He reminded the Board that 2 other units were for sale. He recommended that, when one is sold, the apparatus committee should be convened to develop specifications for a UTV. Chief Brady recommended encumbering approximately \$29,000 for a brush vehicle in the capital savings account, from which apparatus is purchased. The Board was generally receptive to this strategy, with the understanding that it would be discussed further in the future.

2) General Fund - Administration

The Board reviewed the administration budget. Several line items were changed and or deleted.

- The line item labeled "treasurer's salary" was changed to "tax collector's salary" to accurately reflect the change to an appointed Treasurer.
- The line item for code enforcement officer's salary will be deleted because that position has been incorporated in to the job description for building inspector.
- The legal services/labor line item was increased to \$7,000.
- The mediation line item was increased to \$3,000.
- The SEO services line item was changed to \$8,000.
- The engineering services/planning line item was increased to \$70,000.
- The restricted line item was set at \$5,000.
- The Organtini pension payment was moved to the police department budget, as it originated with a police pension issue.
- The Mifflin Community Library donation was set at the same amount as 2015.

3) General Fund – Revenue

The Board reviewed the general fund revenue budget. Ms. Johnston noted several items:

- A reduction in real estate tax current collections was projected due to a decrease in assessed value.
- Earned income taxes are projected to exceed budget in 2015 and the 2016 budget was increased accordingly.
- She asked the Board if business license revenue should remain solely with the general fund and they determined that the practice of depositing it in the general fund should continue.
- The line item for rent of buildings was increased due to increases in the DJ and sewer department rents, and the inclusion of police department rent consistent with discussion on 11/9/15.
- A new line item for rent of the recreation building was created to ease tracking of the building's utilization.

4) General Fund – Police

Ms. Johnston recommended that the police budget be reexamined. The line item for the Police Chief's salary was increased in consideration of severance to be paid to the former Chief in January 2016 and wages to be paid to a new Chief for part of 2016. A new line item was created for the interim Chief in the amount of \$35,000, to account for the possibility of contracting with a replacement for Interim Chief Smeal after he leaves in December and before a new permanent Chief is hired. The line item for hiring expenses was increased to \$18,000.

The meeting concluded with the Board directing management staff to identify budget cuts, especially in the general fund, for a meeting on 11/18/15 at 6:00 p.m.

CORRESPONDENCE

A) Meeting Advertised in the Reading Eagle 10/25/2015

ADJOURNMENT

**ON MOTION OF MRS. SWAN, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE
TO ADJOURN THE MEETING AT 9:19 P.M.**

Respectfully submitted,



Latoya Procopio
Secretary