

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS (BOS)
BUDGET MEETING MINUTES
August 16, 2023, 6:00 PM**

Call to Order

**Roll Call: (x) Wenrich (x) Buckwash (x) Decker (x) Anthony (x) Cummings
(x) Williams**

Chairman Mark Wenrich called the meeting to order at 6:06 PM

OTHER BUSINESS

Supervisor David Buckwash discussed the meeting with Senator Regan and his Chief of Staff today concerning the renovations/addition to the Franklin Township building. He shared with the Board of Supervisors (BOS) that he gave a brief history of the building to Senator Regan as well as the issues the township is facing concerning the building such as space limitations, electrical issues, lack of a fireproof vault, restrooms, etc. Supv. Buckwash thought it was a positive meeting. The Senator is going to support it and his Chief of Staff is really experienced with RAC-P grants. They are going to work with Dawood and stated to proceed as if we already have the funds since RAC-P is a reimbursement. Research will be done on low-interest loans and the Senator said to request a little more than what you'll need due to cost increases, possibly not getting the total funds requested and to also plan for the future. Representatives from Dawood were present and also stated the meeting went well. Supervisor Naomi Decker and administrative employees attended as well.

Supv. Buckwash is going to contact Mike at Lobar. It was stated at the meeting that three bids are needed. Discussion ensued on how to get the bids. Supv. Buckwash shared that Dawood representatives met with Supv. Buckwash and Treasurer Pam Williams after the initial meeting to discuss the next steps in the process for attaining the RAC-P Grant. They recommended putting in for the total 2.1 million towards the township building renovations/addition. The discussion ensued concerning the renovations/additions and a decision was made to advertise for bids.

A motion was made by Chairman Mark Wenrich to advertise as soon as possible in the Dillsburg Banner, The Sentinel and The Patriot News to obtain bids for the job.

Second-Supervisor Kevin Cummings

Discussion-Discussion ensued on using the plans drawn up by a local company. Option #3 was the drawing that was chosen. Supv. Kevin Cummings stated that SEO Gary Morrow has to be involved, that all of the bathrooms need to be ADA compliant, and the BOS will also need to be cognizant of all engineering costs. Supv. Buckwash stated under RAC-P, prevailing wage need to be paid, that there are very strict criteria for the grant and that the land/property can be used as part of the appraisal with the building.

Supv. Cummings discussed the possibility of building a structure like a “pole building”. His opinion was that it could possibly be built for \$800,000 to one million vs. two million (without the RAC-P Grant). Discussion ensued on how it gets advertised, scope of work, etc.

The motion passed.

Treasurer Pam Williams reviewed what was decided at the BOS Meeting last week concerning the additional real estate tax monies that will be directed to the NYCFR beginning in 2024. There was no additional discussion on this matter.

PARKS & RECREATION (P&R) BUDGET

Parks & Recreation Chairperson Terry Hoffman was not able to attend this meeting but will be attending the meeting scheduled for 8/30/2023.

Pam reviewed how the budget spreadsheet was laid out and began reviewing the Income section.

Income

367.14-Pavilion Rental-is back to more of a normal amount since COVID. This was raised from \$3,000 in 2023 to \$3,500 for 2024.

367.20-Recreation Fee- was increased from \$1,200 in 2023 to \$1,500 for 2024. This was changed in the 2023 Fee Schedule.

367.21-Dillsburg Soccer Club-was increased from \$400 in 2023 to \$500 for 2024.

367.25-Trees & Benches/Ponderosa-this was reduced to \$0 for 2024 as there have been no sales in the last two years.

Expenses

454.15-Stone-was decreased from \$1,000 in 2023 to \$750 for 2024.

454.23-Waste Disposal-was increased from \$3,000 in 2023 to \$3,500 for 2024. There was a price increase.

454.24-Water Testing-was increased from \$1,000 in 2023 to \$1,100 for 2024.

454.25-Gen. Maint./Repair-discussion was held on increasing this line item from \$1,000 in 2023 to a higher amount for 2024. Pam will research in QB on the amount for this 2023 YTD and provide this information at the next meeting.

454.26, Electricity-was increased from \$1,700 for 2023 from \$1,900 for 2024

454.28 Capital Improvements-included the ADA Renovations to the park bathrooms. For 2023, this line item was used to balance the budget. The ADA renovations will be completed once the bathrooms are closed for the season; Oct/Nov. This decreased from \$3,996 in 2023 to \$2,000 for 2024.

454.37-Memorial Trees Expense-this was decreased from \$100 in 2023 to \$0 for 2024.

452.66-Professional Fees-was decreased from \$250 in 2023 to \$0 for 2024.

After this first meeting, Parks & Recreation has \$2,536 Net Income balance.

STATE HIGHWAY BUDGET

Income

Pam reviewed how the budget spreadsheet was laid out and began reviewing the Income section.

341.01-Interest Income/Checking-Pam explained the amount in 2023 Projected being due to moving funds around to different types of accounts/different institutions. This line item was increased from \$25.00 in 2023 to \$2,000 for 2024.

355.02-Liquid Fuels Funding-Pam stated the 2024 LF funding amount has not yet been released but will come out in early September. The PA.Dot representative said to at least plan on what was received in 2023.

Expense

432.24-Anti-Skid Material & 432.26-Salt-discussion ensued and it was decided to leave these "as is" due to milder winters the last couple of years. We are also under contract for Salt.

436-Storm Sewers and Drains-was decreased from \$8,000 in 2023 to \$5,000 for 2024.

437.25-Repairs & Supplies-was increased from \$8,500 in 2023 to \$11,500 for 2024.

438.20-Oil/Chip-Roadmaster Gibb requested that more funds than just the LF funds be spent on roads for paving and oil/chip. The projected 2023 amount is what the bid was for Oil/Chip. This was increased from \$16,183 in 2023 to \$25,000 for 2024.

438.22-Stone-increased from \$5,000 in 2023 to \$5,500 for 2024.

438.61-Road Maint./Non-Project-increased from \$7,500 to \$15,000 for 2024.

438.62-Project-this amount has been the same for a few years and was designated for Water St. Discussion ensued. Supv. Cummings stated the BOS has to seriously look at Water St. again due to the monies that are being spent. He stated these monies should be spent on our roads and his opinion is to put it on the "back burner." Supervisor Decker asked why it appears the work on the ByPass Rd. bridge is stalled. Discussion ensued. It was decided to leave this amount "as is" until our LF amount for 2024 is released.

438.74-Capital Projects-Equipment-Andy stated he doesn't foresee any specific equipment needs for 2024 other than the BOS previously stating we should start saving for a new Backhoe. After this first meeting, State Highway has a \$7,934.97 deficit.

For the next meeting, we will be presented with the Parks & Recreation budget requests and finalize the State Highway budget after the Estimated Liquid Fuels Payment amount is released. We'll also begin the General Fund budget at the next meeting.

An Executive Session was held from 7:44-7:48 PM. There was no decision.

A motion was made by Vice-Chairman Dave Buckwash to adjourn the meeting at 7:53 PM.

Second by Supervisor Kevin Cummings

Discussion: There was no discussion.

The motion passed.

Pamela Williams

Pamela Williams-Treasurer/Asst. Secretary