

FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS (BOS)
BUDGET MEETING MINUTES
October 4, 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 6:02 PM

OTHER BUSINESS

Discussion ensued over who would hold the title to the truck, the township, or the fire company once the truck is paid off. Supervisor Duane Anthony suggested the options of either drafting an agreement of joint custody or turning it over to the fire company. He stated he didn't know what the benefit would be for either party for either one of those options. Chairman Mark Wenrich said a decision should be made before the year end.

Supervisor Naomi Decker stated if it was titled to both the township and the fire company then when it comes time for replacement, whatever the township amount is should then go towards our donation to NYCFR. Chairman Wenrich restated that our donation for 2024 is based on .59 of the assessed real estate value and the amount for the appraisal value of the truck should be over and above; the asset should be rolled over to use for the next piece of equipment. Chief Morales said it's possible they could sell it to a fire company as a used fire truck.

Supervisor Kevin Cummings said he would like to see all the municipalities at the same rate. Supervisor Anthony asked if and when another piece of equipment is purchased, are we going to go through the same process again of helping NYCFR purchase the equipment for the fire company. Vice-Chairman David Buckwash stated if the truck is sold, those monies should be placed in an equipment fund. Treasurer Pam Williams asked NYCFR if they had a separate equipment fund or if it's included in their total budget. Mark Snyder said they do not have a separate equipment fund.

Treasurer Williams asked the fire company representatives if they were aware of what the 2nd Class Township Code says about providing an annual itemized listing of how all of their funds are spent. They stated they were, and discussion ensued on a report that was provided at another fire company meeting. It was noted that it is not categorized by budget line item; it is more like a check register. The BOS said they'd like to see the YTD actual totals on the corresponding budget lines.

Mark Snyder, NYCFR discussed the 2024 budget request. He stated they tried to keep it the same as last year based on what they knew was being received. There were no questions from the BOS.

PARKS AND RECREATION BUDGET

Parks & Recreation representative Terry Hoffman was in attendance. She presented information on the replacement of plaques at the parks as many of them are in bad condition. Discussion ensued on material, size, placement, etc. She discussed a piece of equipment they'd like to purchase for Ponderosa Park, the Happy Hollow playhouse which is for six months to five years of age. Other pieces of equipment they're interested in purchasing are a Mom/Baby swing to replace an existing swing and a Cozy Pod Spinner which is an inclusive piece of equipment for autistic children. They would also like to purchase mats for under the swings at both parks. Discussion ensued on the pieces to purchase, the prices and total cost. Costs were listed as \$1,000 for plaques, \$1,074 times two for mats for both parks, \$5,600 for the Happy Hollow playhouse and \$4,600 for the Cozy Pod Spinner. The total is \$13,448 minus the \$2,546 budget excess which is \$10,802. Treasurer Williams stated the transfer from the General Fund to the Parks & Recreation Fund will just be increased by \$10,802 from a total of \$12,086 in 2023 to \$22,888 for 2024.

A motion was made by Supervisor Cummings to purchase plaques for the trees, the Happy Hollow playhouse, mats for both parks and the Spinmax?? Pod.

Second was made by Supervisor Anthony

Discussion: Discussion ensued on when to purchase, how to purchase and when they would need to be paid for as well as how long the current pricing would be in effect.

This motion was withdrawn and amended by Supervisor Cummings.

A motion was made by Supervisor Cummings to purchase all items discussed in December 2023 spending a maximum of \$10,802.

Second was made by Vice-Chairman Buckwash

Discussion: There was no discussion.

The motion passed.

STATE HIGHWAY BUDGET

Line 355.02-Liquid Fuels Funding-our PADot representative said that when doing our budget, we should plan on getting at least what we received in 2022 which was \$231,278.23. Our letter for our 2024 Estimated Liquid Fuels State Aid dated September of 2023 is \$227,454.19 which is \$3,828.04 less than what we received in 2022.

Line 438.74-Capital Purchases-Equipment-this line was previously used to balance the budget. Pam checked with Andy to see if he was requesting to purchase any equipment for 2024 and he said he was not. He stated he remembered the BOS said they wanted to start saving for a new backhoe.

439.61-Construction Projects-this line should only have an amount in if you have an approved Highway or Bridge Construction Project.

X00-20% Allocation to Equip Savings, less Estimated Equipment Expenses in Current Year-20% of the Liquid Fuels State Aid can be placed in this budget line. If that is done, that amount has to be accounted for in another budget line item. Any amount can be placed in this budget line and examples were reviewed. This line can also be zero and equipment paid for by the General Fund. It has been mentioned numerous times that we already don't have enough LF monies to take care of our roads. The annual MS-965 lists the total amount that can be spent on equipment.

438.14-Highway Wages-this line can be used to balance the budget. It's not a definite number because it's weather dependent.

Supervisor Anthony stated there is also \$43,000 plus in our Capital Reserve Fund. Supervisor Decker and Chairman Wenrich said they understood this fund was to be used for equipment purchases. Supervisor Cummings asked if we put an amount in X00-20% Allocation, can money actually be moved from Liquid Fuels to that Capital Reserve account. Discussion ensued. The difference of \$3,828.24 was made up in 438.14, Highway Wages. \$15,671.96 is the revised amount for this line.

The Total Income is \$229,500.19 which accounts for lower Liquid Fuels State Aid. Total Expenses are also \$229,500.19.

Health Insurance for 2024 was discussed as well as police costs. Pam provided the Salary Survey Results for the BOS to review prior to discussing GF expenses for 2024.

GENERAL FUND

The General Fund Income section was reviewed line by line.

301.10-Real Est. Current Year-This is the .60% tax. This was increased to \$165,000 for 2024 from \$162,000 for 2023. Discussion was previously held on creating a separate line for the .59% increase that will go to NYCFR. This amount is \$162,250 (.59 x \$165,000).

310.02, Per Capita, PY,- increased to \$2,500 for 2024 from \$2,000 in 2023.

Realty Trans Tax-decreased to \$100,000 to 2024 from \$2,000 in 2023.

310.21-EIT-Current Year and 310.22-EIT- Prior Year were discussed. Line 310.21, EIT-Current Year was increased to \$490,000 for 2024 from \$475,000 in 2023.

Administrative Tax Refund-decreased to \$500 for 2024 from \$2,000 in 2023.

331.11-Fines Vehicle-decreased in 2024 to \$20,000 from \$30,000 in 2023.

Interest/Income Savings-\$2,000 for 2024

356.02-Game Commission/Gaming-increased to \$3,000 for 2024 from \$1,167 in 2023.

Discussion was held on the Zoning Hearing Fee and Stenographer Fees paid by Doug Roth at 124 W. Greenhouse Rd.

362.44-Septic Applications/Testing-Mark asked how Small Flow Treatment Facilities (SFTF) factor into this number. Pam said the resident produces a bond/surety or they put up a cash amount which is not part of this number. For this line, Gary gives the property owner an amount to pay. According to his invoice provided to the township, Pam then subtracts the charges for each resident as a declining balance to the amount they deposited. Supervisor Cummings noted we're paying out a lot of money to have staff handle this paperwork. The only administrative fee received by the township for Septic Applications/Testing is \$25.00, which doesn't cover the cost for these tasks. It was agreed the administrative fees should be reviewed during the 2024 Fee Schedule Meeting and the administrative fee for SFTF should be higher.

For SFTF, the 2% annual bond increase will need to be enforced in 2024. There will not be retroactive charges but beginning in 2024 and going forward, the 2% will apply.

389.10-Dividend-Liability-This line was increased to \$5000 for 2024 from \$3,500 in 2023.

389.20-Dividend-Workers Comp.-this line was increased to \$8,000 for 2024 from \$7,000 in 2023.

Treasurer Williams stated that the BOS was provided the Salary Survey Results for their review prior to determining the 2024 expenses. She also provided the BOS with a draft copy of the

Budget Meeting minutes from 8/16/2024. She will place these on the agenda of the next budget meeting.

Additional 2024 budget meetings were scheduled for November 1, 2023, at 6:00 PM and November 15, 2023, at 6:00 PM At the November 15, 2023, a date will need to be set for late December to adopt the 2024 budget.

A motion was made by Chairman Mark Wenrich to adjourn the meeting at 8:55 PM.

Second by Vice-Chairman Dave Buckwash

Discussion: There was no discussion.

The motion passed.

Pamela Williams

Pamela Williams-Treasurer/Asst. Secretary