

FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS (BOS)
BUDGET MEETING MINUTES
September 8 , 2022, 6:00 PM

Call to Order

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

Chairman Mark Wenrich opened the 2023 Budget Meeting at 6:05 PM

A motion was made by Chairman Wenrich to add a few additional items to the agenda:

- Accepting the resignation of Supervisor David Christensen from the BOS
- Finding a viable candidate to appoint to the BOS vacancy
- Hiring of former road crew member Ron May as a part-time worker till road crew member Bob King returns from sick leave

Second by Vice-Chairman David Buckwash

Discussion-Vice-Chairman Buckwash stated he thought these items were on the agenda for the Board of Supervisors (BOS) meeting on September 14, 2022. Discussion was held on the 30-day period.

Withdrawal of the motion was made by Chairman Wenrich to hold this discussion in a public meeting available by in-person and Zoom. This meeting was advertised as a public meeting on the website and the newspaper but was not available by Zoom.

Treasurer Pam Williams referred to a copy of the NYCRP budget that was provided to the BOS which they acknowledged and noted it was already placed in the General Budget Fund worksheet for this meeting.

Health Insurance Comparison and Decision

A comparison tool for Capital Blue Cross plans was provided to the BOS showing the current health insurance cost and benefits we have, a proposed cost if we renew the current plan with a 12.7 % increase, and a third plan which would decrease the cost 6.2% with a \$250 deductible for prescriptions.

Other health insurance plan alternatives were offered such as Geisinger, Highmark/BlueShield and UHC. Discussion was held on the pros vs. cons of the costs, co-pays, deductibles, etc. Discussion was also held on reimbursing employees the \$250 RX deductible with the Capital Blue Cross plan that would be an overall increase of 6.2%. Treasurer Williams reviewed the current township contribution vs. the employee contribution for health care.

Treasurer Williams will contact our Solicitor to ask if this can be legally done and how we administer it.

A motion was made by Supervisor Duane Anthony to accept the Capital Blue Cross plan with a 6.2% cost increase and a \$250 RX deductible with a total plan cost of \$39,343. Solicitor Shaffer will be consulted with on how a up to \$250 reimbursement for employees can be implemented and administered.

Second Chairman Wenrich
Discussion-no discussion.
The motion passed.

PSATS Pension Plan

Treasurer Williams reviewed the response from Stephanie Dobson from PSATS regarding the waiting period for receiving State Aid and the responses from the Actuaries.

Discussion was held on some clarifications to what the BOS had previously decided. It was suggested by Stephanie and the Actuaries that a conference call/Zoom meeting be set up.

- There is three-year waiting period which we've already met since we joined the plan in 2007 if it's a qualifying plan.
- 457 for employees and a 401 for the township match which ensures we keep the State Aid
- End of year change helps preserve the State Aid for the DB plan for 2022 and ensure the State Aid to be paid in the DC plan in 2023
- Anyone hired after the date of the Resolution for the change would be hired into a DC plan
- Offering a "lump sum" from the current DB plan and rolling over into a DC plan
- Three retirees receiving benefits; would we continue the plan for them to be paid out or propose a "buyout" for an annuity
- Should the current plan be continued to pay out the employees currently receiving benefits (freeze it so no further employees can be added) and for the current employees to become vested

The Fee Schedule meeting for October 6, 2022, was discussed regarding who should be attending, what will be discussed and the goal of the meeting.

GENERAL FUND BUDGET

Treasurer Williams opened the meeting reviewing the layout of the General Fund Budget and how the numbers were calculated.

Income

Any changes to account line items are listed below:

- 301.20-Real Est. Tax, PY-from \$4,000 in 2022 to \$5,000 in 2023
- 310.01-Per Capita, Current Yr.-from \$15,000 in 2022 to \$13,500 in 2023
- 310.10-Realty Transfer Tax-from \$70,000 in 2022 to \$120,000 in 2023
- 310.21-EIT Tax, Current Yr.-from \$418,617 in 2022 to \$475,000 in 2023
- 310.51-LST Tax, Current Yr.-from \$30,000 in 2022 to \$37,500 in 2023
- 321.80-Cable Franchise-from \$41,000 in 2022 to \$42,000 in 2023
- 341.01-Interest Inc., Ckg.-from \$50 in 2022 to \$250 in 2023
- 341.03-Interst Inc., Sav.-from \$50 in 2022 to \$250 in 2023
- 341.04-Interest Inc., CD's-from \$2,700 in 2022 to \$4,500 in 2023

Supv. Anthony noted that Members 1st CD's five-year CDs are earning less than the best interest rate they offer such as the 18 months. When renewing, it was agreed we should renew at whatever term is earning the best interest rate.

- 355.07-Fireman's Relief Fund-from \$30,000 in 2022 to \$31,500 in 2023

- 361.34-Hearing Fees-from \$2,500 in 2022 to \$3,000 in 2023
- 361.35-SEO Fee Reimbursement-from \$2,000 in 2022 to \$0 in 2023
- 361.56-State Bldg. Fund Fees-from \$100 in 2022 to \$150 in 2023
- 362.40-Hang-Up Calls-from \$0 in 2022 to \$100 in 2023
- 362.45-Occupancy Permits-from \$600 in 2022 to \$900 in 2023

Discussion was held on selling assets, i.e., extra windows, at the end of the year to be done by bidding.

Expenses

- 400.13-Dues & Subscription-from \$200 in 2022 to \$1,500 in 2023
- 402.11-Auditor Fees-from \$6,750 in 2022 to \$7,200 in 2023
The three-year contract with SEK is ending in 2022. The township would need to put it out for bid or get an extension.
- 405.12-Secretary Salary(FT)-from \$46,641 in 2022 to \$44,641 in 2023
Discussion ensued on whether this line should include both the FT Secretary and the PT Assistant or should it be separated. The BOS decided they would prefer it to show separately., \$41,600 for the full-time Secretary and \$24,700 for the part-time Assistant totaling \$66,300. Treasurer Williams will separate it on the budget spreadsheet. A 3% increase across the board was tentatively discussed for 2023 increases. It was noted that Social Security COLA is projected to be approximately 8%.
- 405.12-Secretary Salary(PT)-from \$0 in 2022 to \$24,359 in 2023 (began in Mar.,2022)
Treasurer Williams asked the BOS if they wanted the extra ten hours that was previously approved for “extra work” included in the Secretary Salary. Her concern was that since it was not mandatory, should it be included. The BOS decided not to include it.
- 405.15-Treasurer Salary(PT)-from \$35,000 in 2022 to \$36,500 in 2023
- 405.20-Office Supplies-from \$2,000 in 2022 to \$3,000 in 2023
Chairman Wenrich noted when we get our building improvements done, we will need additional office supplies which will come out of the General Fund. Discussion ensued on the building improvements, a land development plan and how it is/will be charged.
- 405.35-Treasurer’s Bond-from \$3,000 in 2022 to \$3,500 in 2023
- 405.75-Office Equipment-from \$3,000 in 2022 to \$3,500 in 2023
- 408.16-Gen. Engineering-from \$33,000 in 2022 to \$35,000 in 2023
- 408.20-Zoning Engineering-from \$1,000 in 2022 to \$500 in 2023
- 408.33-Professional Fees, Other-from \$1,000 in 2022 to \$2,500 in 2023
- 409.21-Water Cooler-from \$600 in 2022 to \$700 in 2023
- 409.25-Repair & Maintenance-from \$2,000 to 2022 to \$3,000 in 2023
- 409.32-Telephone-from \$3,500 in 2022 to \$3,800 in 2023
- 409.33-Electric-from \$4,000 in 2022 to \$4,500 in 2023
- 409.47-Heating Oil-from \$1,500 in 2022 to \$2,000 in 2023
Vice-Chairman Buckwash stated he would research the RAC-P Grant if Treasurer Williams could supply the website address and basic information.
- 410.10-Police Contract Service-from \$377,353 to \$372,531 in 2023
In 410.00, \$10,000 is listed in this line. This was the donation for the Automated License Plate Reader (ALPR), but Treasurer Williams stated that should not be listed there as it was from the ARPA fund.
- 411.35-Workman’s Comp. Ins., Fire Co.-from \$17,528 in 2022 to \$20,000 in 2023

- 411.54-Fire Co. Contracted Services-from \$45,000 in 2022 to \$100,000 in 2023 (tentative)
\$30,240 was included in the 2022 Projected number. This was a donation from the ARPA fund and was mistakenly added into this number.
Treasurer Williams informed the BOS that she notified Mark Snyder with NYCFR that there was a grant that the fire company could apply for, and Mark Snyder said they were completing it.
Discussion ensued on the NYCFR budget and the data, the paid position, etc.
- 413.32-BCO Salary Outsource-from \$10,000 in 2022 to \$1,000 in 2023
- 414.10-Planning & Zoning, Other-from \$0 in 2022 to \$300 in 2023
- 414.13-Zoning Officer Salary-from \$5,000 in 2022 to \$15,000 in 2023
- 415.14-EMC Salary-from \$500 in 2022 to \$750 in 2023
- 415.15-Asst. EMC Salary-from \$300 in 2022 to \$500 in 2023

Discussion ensued on if a fourth budget meeting date had been set. Chairman Wenrich asked Treasurer Williams to have the Secretary put this agenda item on the October BOS agenda.

A motion was made by Chairman Mark Wenrich to adjourn the meeting at 8:56 PM

Second by Vice-Chairman Dave Buckwash

Discussion: There was no discussion.

The motion passed.

Pamela Williams

Pamela Williams-Treasurer/Asst. Secretary