

**WASHINGTON TOWNSHIP BOARD OF SUPERVISORS
BUDGET MEETING MINUTES
OCTOBER 18, 2021**

CALL TO ORDER

Chairperson David Moyer called the budget meeting of the Washington Township Board of Supervisors to order at 6:00 p.m., at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Supervisors, David Moyer, Thomas Powanda, James Roma, Township Manager, Richard Sichler, Treasurer, Missy Swanson and Township Secretary, Susan Brown. There were twelve (12) residents in attendance.

Absent: None

TAPING OF MEETING

The meeting was recorded as an aid in the preparation of the minutes. It was noted no one other than the Township Secretary was taping the meeting this evening.

SUPERVISORS NEW BUSINESS

2022 PRELIMINARY BUDGET

The 2022 budget meeting started off with the review of the general fund. Copies of the preliminary budget were made available to the public.

Mr. Sichler started by reviewing graphs depicting real estate tax value, tax and starting balance trends, real estate tax current, real estate taxes delinquent, real estate transfer tax, earned income tax, local services tax, admission tax, cable tv franchise tax, cell tower lease, total real estate and Act 511 tax revenue, sewer fund revenue, sewer use charge, delinquent, and sewer fund annual starting balances.

Rich reported the new back hoe is at the dealer but he does not have a delivery date. The medical insurance refund total for this year is \$53,892, however next year the township will most likely not receive as much.

Line item 404.130, Solicitor Fee should be bumped up from \$50,000 to \$75,000 and 404.190 should be at \$3,000. 409.230 Fuel Oil will be adjusted to \$6,000 from \$4,000. Rich went back to SteelSmith Inc. with some modifications for the public works building and they returned a quote of \$181,750 for the building, \$12,000 for doors, and \$20,000 for electrical and concrete work. A buffer of 20% was added for a total estimate of \$256,500.

Rich has been working with a local contractor for the redesign of the first floor of the administration building but has not received a final budget number.

Eastern Berks Fire Department donation will be increased by 15% to \$43,125, Multi-Service donation will be increased to \$1,500 and the Berks Crime Alert and Salvation Army contributions will remain the same as last year at \$100 and \$1,500 respectively.

Planning Commission, Transportation & Environmental Secretaries compensation will be adjusted back to \$1,800 and the Planning Commission members should be \$4,200. Advertising should remain at \$1,500.

Public Works “additional Road Crew Employee if approved” should be removed. Line item 430.231 gasoline should be increased to \$4,500 from \$3,500 and diesel fuel should also be increased from \$10,500 to \$12,500. 436.250 Repair and Maintenance Supplies will increase from \$2,000 to \$10,000 for pipe replacements.

The contribution for Boyertown Library was increased from \$3,200 to \$3,500 at the request of residents.

The Road Crew submitted a “Wish List” for consideration for the 2022 budget which includes the following:

1. Pole Building – this item is in the budget
2. 2nd Grass Mower – this mower would be housed at the Treatment Plant and would be used most of the time at the Plant and park areas surrounding the Plant.
3. Landscape Trailer – needed to transport both mowers.
4. Vulcan Flashlights – heavy duty flashlights. These would replace the old lights we currently are using.
5. Cleaning Oil/Water Separator – at a cost of about \$7,000
6. New Skidster – This is a track loader to be used for clearing of sewer easements. Will put in sewer fund budget.
7. F550 Dump Truck – direct replacement for 2008 F550. Will put in budget.
8. Staggered back gate – estimate of \$4,500
9. Basketball Court Sportsmaster Painting – Standard colors quote of \$8,000
10. New Tot Lot – Barto Park is very outdated and raises some safety issues. There is money in the Recreation Fund. Rich will investigate further.
11. Shop heating area – Natural gas and new heater.
12. Shop flooring – already discussed

Leveler approved in 2021 budget, quoted at \$6,750. The current price quote is \$7,525, an increase of \$775.

The Recreation Fund starting balance is \$55,299. There have not been any purchases this year from this fund. The Township currently owns two handicapped porta potties which are continually being vandalized. Rich will check into rental fees for two heavy duty handicapped porta potties. Engineering Expense, 454.400 budgeting \$32,000. This expense is for a Planning Study which costs \$65,000. The Township cannot get grant

money for parks/rec without a Planning Study. Rich will get an updated cost of the Planning Study. Gehring open space budget of \$25,000 for tree removal.

Traffic Impact Fund has been zeroed out.

Sewer Fund revenue increased from \$1,300,000 to \$1,400,000. Delinquent sewer use charges dropped from \$40,000 to \$35,000 based on the past year data. Tapping fees well exceeded the budgeted amount however there is a nominal number of edu's to sell in 2022.

The projected Sewer Fund Expenditures for 2022 are not much different from the current year. SDE did recommend adopting a grease trap ordinance for any business serving food.

The current chlorine building is not suited for chlorine. Gary has been bleeding one tank of the old chlorine into the system, once completed only one tank will be used. SDE suggested shoring up the outside of the yard barn and use a flowable fill to get a good stable floor and prevent any further collapse.

The splitter box to the two chambers should have screens to catch the paper products/rags. Previously some type of grating was installed and it is not catching the rags. When the tanks are pumped down the township is spending \$5,000 to \$6,000 to clean the rags out of the tanks that should have been caught on the screening. SDE is looking into this and the capital improvements budget will cover this. Line item 166.000A will be decreased from \$125,000 to \$60,000. The Solicitor 448.348 will decrease from \$12,500 to \$6,250. Trustee Fees were eliminated when the bonds were refinanced.

The sewer debt service account has been broken out into 4 quarterly transfers of \$190,000 for each quarter. The Plant Capital Expenditures Account has a starting balance of at least \$200,000 each year. The Plant Expansion Account is an accumulation of tapping fees since 2012 and have ended the year with \$1,526,825 with a projected \$58,980 for 2022. The difference we will see at the start of next year is \$625,000 that is not earmarked but a portion of this is "rainy day money". Rich will take a look at a five-year projection and will also touch base with Paul Janssen.

Street light districts were redone last year and adjusted the rates. Fire hydrant fund works basically the same as the street light fund.

Liquid Fuels Fund is money from the state, the allocation for this year is \$169,313. Next year it will drop slightly to \$167,649 and this number does fluctuate from year to year.

ANNOUNCEMENTS

There will be a WTMA (water) meeting held on Thursday, October 28, 2021 at 6:30 pm.

The next regular Board of Supervisors meeting will be held on Thursday, October 28, 2021 at 7:00 pm.

EXECUTIVE SESSION

A brief Executive Session was held from 8:58 p.m. to 9:01 p.m. to discuss a personnel matter.

ADJOURNMENT

A motion was made by James Roma and seconded by Thomas Powanda to adjourn the meeting at approximately 9:10 p.m. **No public comments received.**

All ayes

Respectfully submitted,

Susan J. Brown
Township Secretary