

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING, MONDAY, NOVEMBER 11, 2013

The Budget Meeting of Monday, November 11, 2013 was brought to order at 6:00PM by President Sylvia J. Martinelli. A quorum was present as follows:

Mrs. Martinelli                      Ms. Criner  
 Mr. Costa                              Mr. Boyd

Commissioner Bill Wilson was absent.

**General Fund:**

The bids for refuse and recycling have been opened and tabulated. This evening during the regular meeting, the Board will consider award. Based upon the apparent low-bidder, refuse and recycling expenses will decrease by about \$13,000 in 2014. Other changes to the 2014 budget were outlined in a memorandum to the Board and reviewed during the meeting, as follows:

The following changes have been made to the 2014 General Fund Budget as of this date.

Account	From	To	Comment
354.070 Grants	\$4,000	\$3,000	Notification of award (Bulletproof vests)
380.200 Beg. Balance	\$69,500	\$95,300	See next chart
392.180 Transfer from Emergency Contingency	\$460,000	\$447,200	Additional 2013 carry forward
410.156 Police Hospitalization	\$310,000	\$324,000	Change in marital status - police
410.430 US DOJ Expenses	\$1,200	\$7,200	See next chart 380.100
427.451 Refuse Collection	\$478,000	\$465,000	New contract
427.455 Recycling Support	\$0	\$5,000	Public Education-DEP Grant

Detailed breakdown of change in 380.200 (Beginning Balance)

Account	2013 Projected From	2013 Projected To	Amount Increase / (Decrease)	Net Totals
301.200 Prior Year Real Estate	\$67,600	\$69,200	\$1,600	
301.500 Delinquent Real Estate	\$26,300	\$27,000	\$700	
310.100 Deed Transfer Tax	\$42,000	\$44,000	\$2,000	
310.300 Mercantile Tax	\$320,500	\$321,000	\$500	
310.800 Business Privilege Tax	\$235,000	\$250,000	\$15,000	
380.100 Miscellaneous Revenue	\$3,200	\$9,200	\$6,000	
380.105 No-Lien Letter Fees	\$1,700	\$1,900	\$200	
395.010 Current Yr Exp. Refunds	\$113,800	\$118,000	\$4,200	\$30,200
401.480 Manager's Training	\$500	\$600	\$100	
427.455 Recycling Support	\$10,000	\$5,000	(\$5,000)	
437.374 Repairs to Vehicles	\$21,000	\$28,000	\$7,000	
452.220 Newsletter	\$8,000	\$8,300	\$300	
452.490 Contributions	\$1,000	\$3,000	\$2,000	(\$4,400)
<b>Total:</b>				<b>\$25,800</b>

Mrs. Martinelli questioned whether or not funds were allocated for the replacement of the front doors to the municipal building. Mrs. Bradley responded that while that was on the "wish list" of capital projects, there was no funding to do so. The garage doors in the Public Works Department will be replaced in 2014. Mr. Boyd suggested that the manager continue to look for energy efficiency grant funding for the replacement of the doors. Ms. Criner questioned whether the Township would be performing the work to replace the garage doors or whether this work would be bid and contracted out. Mr. Bruener stated that it was his intent to bid and contract the work out.

**BUDGET MEETING, MONDAY, NOVEMBER 11, 2013-page two**

Ms. Criner questioned why Truck #61 is being replaced. Mr. Bruener responded that the frame is rotting out and the truck needs to be replaced soon.

Ms. Criner also questioned whether or not the proposed Code Enforcement Officer would be compensated at the same level as Mr. Hill. Mrs. Bradley responded that the proposed position is a fulltime position and the salary range is comparable to a full time public works employee wages.

**Combined Sewer Fund:**

ALCOSAN provided the Township with their 2014 Rate Resolution. ALCOSAN's rates will increase by 17% in 2014, 11% in 2015, 11% in 2016 and 11% in 2017. Because the Township chose the alternate billing method, it is required to pay ALCOSAN for the sewage charges for properties located in Wilkins Township. As a part of the agreement between the Township and ALCOSAN, the Township is required to annually budget funds equal to 120% of the amount that ALCOSAN estimates will become due in the year. That amount for 2014 is \$1,119,898.33. Therefore, the Combined Sewer Fund Budget has been changed to show that amount (\$1,120,000) as an expense under line item 080-427315. Other changes include an increase in sewer revenue from \$1,120,000 to \$1,300,000 and a decrease in 080-427327 from \$156,000 to \$86,000.

**Emergency Contingency Fund:**

With the increase in the anticipated beginning balance in the General Fund, the transfer from the Emergency Contingency Fund can be decreased. The changes to this fund indicate a decrease in that transfer of \$12,900. The \$12,900 is now allocated to "Contingencies" within this fund.

The meeting was adjourned at 6:30 PM.

Respectfully submitted,

Rebecca Bradley  
Secretary