

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING MONDAY, NOVEMBER 9, 2015

The Budget Meeting of Monday, November 9, 2015 was brought to order at 6:00 PM by Vice-President Joseph D. Costa. A quorum was present as follows:

Ms. Criner
Mr. Boyd Mr. Costa Mr. Wells
Mrs. Martinelli was absent

Ms. Bradley stated that since the last budget meeting, there have been relatively few changes. The total 2016 General Fund budget balances revenues and expenditures at 5,217,200, or an increase over 2015 of just \$3,200. Millage will remain at the same level – 5.674 mills. At the regular meeting scheduled for later this evening, the Board will be presented with the Budget Ordinance for first reading. Final adoption is scheduled for December 14, 2015. The following accounts were adjusted in the 2016 budget following the last meeting:

Account	From	To	Comment
362.410 Building Permits	\$35,000	\$40,000	Anticipated development
380.107 Cert's of Occupancy	\$6,500	\$9,000	History of Actual collections
380.200 Beginning Balance	\$180,700	\$283,800	See next chart
438.210 Materials/Supplies	\$158,700	\$269,300	To balance

Building Permit revenue (362.410) has reached \$40,000 in 2015. It is anticipated that this line-item will be at least at this level in 2016 and therefore, \$5,000 was added. The revenue line-item Certificates of Occupancy was separated from line-items for Rental Registrations and Vacant Property Registrations in the 2015 budget. At this point, it appears that \$9,000 will be received for occupancy inspections and so an adjustment in the 2016 budget is warranted to increase this from \$6,500 to \$9,000. Changes in projected balance at the end of 2015, shown in the following chart, added \$103,100 to the 2016 budget. The beginning balance was increased by this amount (380.200). Finally, because of the increase in beginning fund balance and the increases in building permit and certificates of occupancy revenues, 438.210, the paving line-item was bumped up from \$158,700 to \$269,300, an increase of \$110,600.

It should be noted, however that even though there was an increase in the amount of funding for paving, of the budgeted \$269,300, the Public Works Department will utilize \$50,000 for routine maintenance including line-painting, crack sealing and pothole patching. This will leave just about \$220,000 for actual contracted paving. The engineer previously estimated that it would cost about \$290,000 to pave Kingston Drive. While the General Fund does not call for an increase in millage, the Board could certainly consider increasing millage by some amount – ½ mill or 1 mill – to provide an additional dedicated funding source for paving. One-half mill would generate about \$150,000 in additional revenue. Another option that the Board may want to consider is borrowing the money to pave. While this does not always make sense – typically loans are still being serviced and roads that were paved with the proceeds have once again begun to crumble – there are times when it may make sense. The Commonwealth of Pennsylvania, Department of Transportation administers the Pennsylvania Infrastructure Bank which provides low-interest loans for construction and repair of public roads, bridges, traffic signals, drainage improvements and capital purchases. There is no set minimum or maximum loan amount. The interest rate is a fixed rate at one half of prime. Right now, the Federal Reserve has set prime at 3.25%, meaning the Township could borrow money for up to ten years at 1.63% interest. Mrs. Bradley will continue to explore this as an option in the 2016 budget. The downside to borrowing is repayment in future years with money that is needed for paving.

The Township received notification of premium payments for workers compensation from the State Workers Insurance Fund (SWIF) today. The Volunteer Fire workers compensation plan is estimated to increase by \$9,245 from \$17,100 to \$26,845. The Township has historically been unsuccessful in insuring the volunteer firefighters with any other policy than that offered by SWIF since the State legislature enacted the Cancer Presumption Bill. The Municipal policy premium on the other hand is projected to decrease from \$207,112 to \$191,875. The Municipality has used SWIF for workers compensation for several years after being dropped by the previous carrier due to bad claims experience. Since that time, the Township instituted both a Safety Committee and a Modified Duty Policy and the number and length of claims has decreased significantly. This portion of the workers

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compensation is now marketable and Ms. Bradley is currently working with an agent from Babb and an agent from Nova to look at other rates.

The Township has still not received notification of its 2016 estimated annual requirement from ALCOSAN. By agreement, the Township is required to provide in its annual budget funds equal to at least 120% of the amount ALCOSAN estimates will become due within each year. It is anticipated that that letter will be in-hand before final adoption in December.

The following chart indicates the movement in projected 2015 revenues and expenditures which led to the \$103,700 increase in beginning balance for 2016 discussed earlier.

Account	2015 Projected From	2015 Projected To	Amount Increase / (Decrease)	Net Totals
310.100 Deed Transfers	\$50,000	\$40,000	(\$10,000)	
310.300 Mercantile Tax	\$307,000	\$308,500	+\$1,500	
310.500 LST	\$170,500	\$179,000	+\$8,500	
310.800 Business Privilege Tax	\$337,000	\$373,000	+\$36,000	
362.410 Building Permits	\$38,000	\$40,000	+\$2,000	
362.430 Traffic Signal Reimb. HD	\$1,500	\$1,900	+\$400	
364.300 Insurance reimburse.	\$4,300	\$6,400	+\$2,100	+\$40,500
400.460 Meetings / Conferences	\$5,500	\$4,500	(\$1,000)	
409.320 Communication Exp.	\$14,500	\$16,000	+\$1,500	
410.120 Chief Salary	\$91,900	\$93,000	+\$1,100	
410.133 Wages – Patrol	\$745,600	\$747,000	+\$1,400	
410.480 Training	\$7,500	\$8,000	+\$500	
411.210 Fire Prevention	\$1,000	\$500	(\$500)	
427.455 Recycling Support	\$5,000	\$100	(\$4,900)	
427.456 Recycling Collection	\$2,700	\$1,000	(\$1,700)	
430.144 General Wages	\$375,000	\$355,000	(\$20,000)	
430.162 Unemployment Comp.	\$1,500	\$1,700	+\$200	
430.231 Vehicle Fuel	\$35,000	\$30,000	(\$5,000)	
430.740 Capital Vehicles/Equip.	\$138,400	\$121,000	(\$17,400)	
438.210 Materials & Supplies	\$293,600	\$270,000	(\$23,600)	
452.144 General Wages	\$5,000	\$4,400	(\$600)	
452.373 Repairs to Bldgs/Grds	\$19,000	\$16,000	(\$3,000)	
481.420 TCVCOG Dues	\$4,600	\$9,000	+\$4,400	
491.002 Misc. Refunds	\$0	\$6,000	+\$6,000	-\$62,600
Total:				+\$103,100

Meeting adjourned at 6:25 PM.

Respectfully submitted,

Rebecca Bradley
Secretary