

WILKINS TOWNSHIP BOARD OF COMMISSIONERS

BUDGET MEETING MONDAY, OCTOBER 26, 2015

The Budget Meeting of Monday, October 26, 2015 was brought to order at 6:00 PM by President Sylvia J. Martinelli. A quorum was present as follows:

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

General Fund. The only significant change to the 2016 General Fund Budget since the last budget meeting is an increase in the revenue line item for the receipt of Liquid Fuels based upon PennDOT's notice of allocation. The line-item was increased by \$20,000 from \$160,000 to \$180,000. Likewise, line-item 438.210 Materials and Supplies for Roads was increased by \$20,200. The General Fund remains balanced with revenues and expenditures estimated at \$5,106,600.

Industrial Development Fund. Planned uses of these funds are either as a match to a \$300,000 grant application that was filed with DCED for Phase I of the Master Site Plan for Lions Park, which would require an \$80,000 local match; or as funding for the completion of a Comprehensive Plan. The fund is balanced with revenues and expenditures planned at \$76,100.

Combined Sewer Fund. Expenses in the sewer fund for 2016 will be in concert with the requirements of the 2015 Interim Consent Orders, which are now required to be signed by December 15<sup>th</sup>. Specific actions anticipated in 2016 include flow monitoring of various points in the sewer system to determine where exceptionally high flows exist and preparation of a study to determine how those flows can best be reduced. Flow monitoring will need to be performed in both the combined sewer and separate sewer areas of Wilkins and the study must likewise address both areas. The Township will be required to perform one demonstration project prior to the expiration of the consent orders based upon what has been identified in the studies. It is possible, however, that the Township will be able to get credit for past work such as the Linhart Sanitary and Storm Sewer Separation project completed this year. Funds will also be expended to line the sanitary sewer on Delaney, from the intersection with Dunbar and Hart Drive, to the end. This project is an attempt to reduce the amount of root infiltration. Other planned expenses for 2016 include the preparation of the design and cost estimate to separate the remaining combination storm and sanitary sewers in the Township; a transfer to the PennVest fund for repayment of debt service (\$32,000) and updated/upgrades related to GIS. The Township has not received the annual requirement letter from ALCOSAN yet and so expenses related to ALCOSAN fees at this time mirror the 2015 budget (\$1.197M). Also, we are currently working with Forest Hills Borough to determine the costs of replacing the truck that is used for sewer camera work. The Combined Sewer Fund proposes revenues and expenditures of \$1,745,200.

Emergency Contingency Fund. The fund is balanced for 2016 with remaining ProCare funds of \$309,000. Anticipated expenditures once again supplement the General Fund balance (\$289,100) An additional \$20,000 has been allocated for emergency repairs and other contingencies. Total revenues and expenditures for 2016 are estimated at \$309,100.

Capital Reserve Fund. The Capital Reserve Fund proposes revenues and expenditures for 2016 in the amount of \$30,000. Funding is via transfer from the General Fund. Expenses are refunds of prior year real estate tax appeals and computer hardware purchases.

Liquid Fuels Fund. As mentioned earlier, the Township received notification from PennDOT of the 2016 liquid fuels allocation in the amount of \$180,905.40. These funds will be utilized to pay for employees wages when those employees are performing qualified highway maintenance activities such as paving, plowing, sealing, line-painting and leaf pickup (\$106,000). Funds will also be utilized to pay for street lighting invoices (\$75,000). Revenues and Expenditures are balanced at \$181,000 for 2016.

Police Pension Fund. The 2015 actuarial valuation for the police pension plan showed a net gain from the 2013 actuarial valuation of \$413,536. According to the Township's actuary, Mockenhaupt, the gain was due to more favorable returns than the actuarial estimated 7.5% over the 2 year period, coupled with wage increases which were below the actuarial assumed 5% annual increase. The actuarial gain paved the way to a reduced Minimum Municipal Obligation for 2016 of \$330,358, or \$51,526 less than the 2015 obligation. For 2016, the Police Pension Plan Fund is balanced with revenues and expenditures estimated at \$381,500.

Wilkins Township Disaster Relief Fund. Revenues and Expenditures are proposed at \$2,000 for 2016.

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Retired Members Death Benefit Fund. Revenues and Expenditures for 2016 are estimated at \$137,000. At this time, there are 7 eligible non-uniform retirees and 7 eligible police retirees. The RMDB now contains enough funds to pay all required death benefits and retain a balance of about \$15,000 for future retirees.

PennVest Fund. The Township borrowed \$373,494.97 from PennVest for the Linhart Separation Project that was completed in 2015. These funds must be repaid to PennVest by 2028. The interest rate on the borrowing for the first five years is 1.654%. For 2016, \$32,000 will be repaid. Additional funds in the account will be transferred to the Combined Sewer Fund. The Fund is balanced for 2016 at \$131,100 in revenues and expenditures.

Bi-Centennial Fund. The Bi-Centennial fund will begin 2016 with a balance of \$15,000. Contributions for 2016 are budgeted as a transfer from the General Fund of \$7,500. The Township's Bi-Centennial will be celebrated in 2021.

The first reading of the 2016 Budget ordinance will be held on November 9, 2015 with final adoption slated for December 14, 2015. One final budget meeting will be held on November 9<sup>th</sup> beginning at 6:00 PM.

Meeting adjourned at 6:30 PM.

Respectfully submitted,

Rebecca Bradley  
Secretary