

**CHARTIERS TOWNSHIP SUPERVISORS
BUDGET WORKSHOP
TUESDAY
November 05, 2019
1:00 P.M.**

ATTENDANCE:

Attending the workshop were Supervisors Gary Friend and John Marcischak. Also attending were Jodi L. Noble-Township Manager; Anita Marcischak-Treasurer and Bev Small-Recording Secretary.

The Board and Township Solicitor went into Executive Meeting at 1:00 PM to discuss litigation matters.

The Budget Workshop Meeting convened at 1:35 PM

Mrs. Noble distributed spreadsheets and highlighted the following Funds information:

1. Friends of the Park Fund – No major fundraising activities occurred outside of standing programming. Encouragement is warranted for ideas and for a general revigoration of this committee and specific goals.
2. Sewer Fund:
 - General
 - Development / building growth coupled with upgraded Tap Fees netted higher revenue in 2019 including \$100,000 in the fund as there was no rehabilitation project this year.
 - Route 18
 - This Fund is basically an In and Out based fund balancing between Bond Payments and Debt Service revenue. The five (5) year call allows for Bond Refinancing in 2021..
 - McClane
 - Tap Fees for Chartiers and WEWJA are in good standing with only one (1) estate property not tapped in to date. The Debt Service rate will increase in two (2) years and the Township is keep up on potential development down the road..
 - Midland
 - The Debt Service payments are at approximately a \$30,000.00 shortfall. PLGIT / Washington Financial funding could be an option to assist with the principle account at a necessary point.
3. Local Service Tax Fund – The \$52 annual tax for employed residents of the Township earns funding, ½ of which must be utilized toward Public Safety. The fund is good and there is potential for a boost in revenues when Perryman Corporation is in full swing

The meeting was recessed at 2:00 PM for the Township Manager, Public Works Director, Engineer and Supervisors to drive the Township roads to evaluate and prioritize conditions for the 2020 Road Program.

The Budget Meeting resumed at 4:08 PM

Mrs. Noble continued with spreadsheets highlighting Departmental requests for the Board's discussion and review as follow:

- Public Works – The Board is looking at the feasibility of purchasing a Ford 350 extended cab truck for the Department; Safety equipment can be obtained via use from the LST Fund
- Police Department – The addition of the annual replacement vehicle is in line for funding; the Dash cams are invaluable and pay for themselves in police services.
- 2020 Road Program –
 - Museum Road repair is pending the Railroad to give permission to use the Right of Way
 - Arthur Road will be handled among the Developer – Contractor and Township Forces
 - Approximately three (3) – four (4) Miles of Road will be prioritized pre conditions of the roads reviewed for the 2020 Paving
- CT Community Center – The Drainage is scheduled for spring; New picnic tables are to be for the Parks; place a hold on purchase of a warmer pending assessment of the need; the fryer is to remain at the Community Center,
- Planning - Comprehensive Plan money is saved for that and the GIS Plan for Stormwater can be completed within that saving the Township money.
- Administration – Replace carpet in the Municipal Building offices; Codification; Last furnace to be replaced; Accufund Financial Software Program has two (2) options: purchase or lease – it is user friendly and has module options – the purchase option would be a cost savings measure for the Township
- Arden Sewer Proposal – The Board is favoring Option 1 Gravity Line pending further investigation as to future developability of the land.
- Health Insurance - Highmark renewal came in at a 5% increase with several options; other Insurance Carrier options were presented – the quotes were considerably higher – UPMC plan was comparable but co-pay options are a concern. Mrs. Noble will check with Florian's plan for comparison.

Mrs. Noble presented her initial proactive efforts in developing a Five (5) Year Capital Improvement Plan for the Township in all Departments to enable planning for major expenses, upgrades and maintenance as a cost effective budget balancing to address capital needs the following areas:

- Road Program; Public Works; Administration; Planning Capital; Police; Parks and Recreation; Personnel; Building Maintenance

The meeting adjourned at 4:49 PM.

John M. Marcischak
Secretary

Bev Small, Recording Secretary