

Patterson Township Board of Commissioners

Budget Meeting

December 14, 2010

The Patterson Township Board of Commissioners held a budget meeting on Tuesday, December 14, 2010 at 2:00 p.m. at the Municipal Complex, 1600 19th Avenue. Following the call to order, roll call showed Commissioners Leiper, Bradow, Policaro and Hoover present. Mrs. Bonomo was absent.

The suggestion was made to go through the General Fund Budget (line item by line item) and the Sewer Fund Budget (same manner) to cover any questions and address any changes made since the first and second reading.

The Secretary recommended starting with the Sewer Fund Budget which indicates no rate increase. The balance in the account is presently \$135,000.00. Her only recommendation for consideration was to increase line item 471.300 Capital Improvements from \$25,000.00 to \$50,000.00. These funds are transferred into the Sewer Maintenance Fund for future use. In the past, these funds are invested in a CD with PLGIT to gain a higher interest rate. After some discussion, it was decided to keep the Capital Improvement line item at \$25,000.00, allowing for contingency monies in the Sewer Fund in the event that it is needed. The final budget amounts for the sewer fund is as follows: Expenditures: \$589,600.00 Revenues: \$627,500.00 (includes an estimated cash balance 12/31/2010).

Motion was made by Mr. Bradow; seconded by Mr. Hoover approving the Sewer Fund Budget as presented. Passed unanimous on a roll call vote.

The General Fund was presented starting with the revenues. It was noted that the real estate line item 301.100 was not changed for 2011. The Secretary noted talking with Mr. Anderson (tax collector) concerning the recent letters that went out to collect additional Township real estate taxes prior to the end of the year. The amount needed to reach the budget amount is \$8,470.63.

Distribution of a Budget Comparison report that indicates the tax collection from 2006 to current noted a decline in the earned income tax collection and per capita. Because the general fund budget largely depends on taxes as the primary revenue source, a discussion was held on submitting a memo to Mr. Anderson to encourage him to go after the taxes to be collected. It was noted by several of the Commissioners that each of them have talked to Mr. Anderson concerning this situation of outstanding taxes. A strongly worded letter was approved to be sent to Mr. Anderson, placing emphasis on collecting the taxes because it is affecting the Township budget. Motion approving this was made by Mr. Bradow; seconded by Mr. Policaro. Passed unanimous on a roll call vote.

The Secretary distributed the chapter of the code that designates the fees charged by the Township. A review was made, indicating that some of the fees have not been increased in many years. Although the budget line items do not have to be changed at this time, the Secretary was recommending considering an increase in 2011 (once reviewed by the Board), which will generate additional income. Increases can be reflected in the 2012 budget revenues. The Board each have a copy and was asked to review and come back with recommendations.

The following items were addressed in the expenditures (General Fund):

- Community Day – the Secretary reduced to -0- since Community Day hasn't been held for a couple of years. Will reinstate when appropriate.
- Mr. Leiper presented information on the purchase of a new police car. Presently, by purchasing a interchangeable light bar now, a savings of \$800.00 would be realized. The cost is \$2,000.00; however, would be \$1,100.00. Chief Cindrich has confirmed that this light bar will fit whatever car is purchased. Motion was made by Mr. Bradow; seconded by Mr. Policaro approving the purchase of the light bar. Passed unanimous on a roll call vote.
- Mr. Leiper presented the costs of the new police cars according to their make and model: Day Chevrolet – Chevy Impala \$23,365.00; Dodge Charger \$26,635.00; Ford Crown Vic \$23,000.00; Warnock Fleet – Chevrolet Impala N/A Dodge Charger \$23,847.51; Ford Crown Vic \$23,041.22.

A discussion was held on a 4-wheel drive vehicle, especially since we are going to provide service to Fallston Borough and there are hills involved. It was noted that the 4-wheel drive vehicles are not pursuit warranted, which means the officers should not pursue vehicles. It was noted that Day Chevrolet has a 2010 Ford Explorer XLT 4x4 for \$22,545.00. Mr. Leiper expressed that the maintenance would be more expensive and felt the hills would not be a problem.

After much discussion on whether to purchase the Ford Crown Vic from Day or the Ford Explorer, motion was made by Mr. Bradow; seconded by Mr. Policaro to authorize the purchase of the Ford Crown Vic at a cost of \$23,000.00. Leasing of the vehicle will be looked into. The motion passed unanimous on a roll call vote.

- Mr. Policaro questioned the use of the Beaver County Humane Society (line item 410.450 - \$1,000) for picking up stray cats/dogs. The Secretary noted that, although the service is not used frequently, there is not an alternative for the officers in picking up stray animals as to what to do with them.
- The line items regarding Police overtime/sick time/holiday etc. was addressed.

The Secretary reminded the Board of recent collective bargaining issues whereby the full-time officers now have the option of working overtime instead of part-time officers filling the opening. This is creating additional costs to the Township and an overage of \$5,258.77 in line item 410.183 in 2010. Mr. Policaro suggested shared services with White Township, once the Township's collective bargaining agreement has expired. It would be a trade in coverage by both municipalities.

- A discussion was held on the Code Officer's position, whereby an increase in his wage was proposed because of the extra duties put on him. He was hired in June, 2009 at a rate of \$13.00 + mileage. The Secretary was proposing at least another \$1.00/hour. Since Mr. Morrow is not asking for an increase, motion was made by Mr. Hoover to give Mr. Morrow what the rest of the employees are getting – 3%. Mr. Policaro seconded the motion. Although Mr. Bradow wanted to make an additional motion, he withdrew. Roll call vote indicates 3 ayes, 1 naye (Bradow). Motion carried.
- The Secretary pointed out the overtime line item (430.183) in the Public Works Department is also overspent (\$ -2,980.01). She recommended sending the full-time crew home when they are called out in the winter for snow removal and exceed their 8 hours. If the snow stops and if they've been out since 4 a.m., why not have them go home after 8 hrs. instead of staying. Mrs. Bonomo will be advised of this suggestion.
- A discussion was held on the letter received from Bowers, Ross, and Fawcett regarding the increase that is being imposed by their firm for 2011. The retainer is increasing from \$250.00/month to \$375.00/month and legal fees hourly rate is going from \$85.00/hr. to \$95.00/hr. (non court) and \$100.00/hr. to \$110.00/hr. (court). Mr. Bradow and Mr. Policaro questioned the excessive increase, which is 50% (retainer). Both recommended contacting Mr. Ross for reconsideration. The Secretary noted that there has been no increase since they became Township Solicitor and also expressed that she would rather not have to be the one to call. Mr. Leiper, as President agreed to talk to Mr. Ross.

There being no other questions, the final budget amounts were provided as follows: Expenditures - \$1,116,917.84; Revenues - \$1,116,917.84* *Includes minimum cash balance of \$50,721.84 (minimum needed) to balance the 2011 budget. Motion was made by Mr. Bradow; seconded by Mr. Policaro to advertise the General Fund Budget Ordinance for adoption at the year-end meeting on December 28, 2010 at 2:00 p.m. Passed unanimous on a roll call vote.

Final action was taken to keep the monthly meetings in 2011 at the second Thursday of each month at 7:00 p.m. Motion to approve was by Mr. Policaro; seconded by Mr. Bradow. Passed unanimous.

There being no further business to be brought before the Board, the meeting adjourned at 4:20 p.m.

Respectfully submitted:

Paula J. Wagoner, CMC
Township Secretary