

## **Patterson Township Board of Commissioners**

1600 19<sup>th</sup> Avenue, Beaver Falls PA 15010

### **Budget Meeting**

Tuesday, December 13, 2011

The Patterson Township Board of Commissioners held a budget meeting on Tuesday, December 13, 2011 at 2:00 p.m. at the Municipal Complex, 1600 19<sup>th</sup> Avenue. Commissioners Leiper, Bonomo, Bradow, and Policaro were present. Mr. Hoover was absent.

Prior to addressing the final budget figures for the Sewer Fund and General Fund, a discussion was held on the damaged salt spreader, in regards to how it might affect the 2012 budget. The Secretary advised that it has been turned in as an insurance claim and an appraiser is scheduled to review the damage. Walsh Equipment has submitted an estimate for repairs (\$3,962.00) and replacement (\$8,790.00). The next step is to wait to hear from the Insurance Company. It was also noted that Greg DeLuca is off work due to an injury from falling in his home. It would be appropriate to have a part-time worker come out and work with Joe Cipolla. There was no objection from the Board on this.

The Secretary recommended starting with the Sewer Fund Budget. The final figures for 2012 would be: Revenues - \$529,500.00; Expenditures - \$595,000.00. The difference, \$65,500.00 is the required cash balance in the sewer account on December 31, 2011 in order to have a balanced budget. The only discussion entailed the Auditor's recommendation from several months ago regarding a portion of the utilities be taken for administration of the sewer system in the Township building. The Secretary noted that there is a line item for electricity (429.361) and that approximately \$8,000.00 has been used to date of the \$10,000.00 budgeted. The word "gas" could be added to the description and a small portion could be taken for utilities. Motion was made by Mrs. Bonomo; seconded by Mr. Bradow authorizing these changes be made. Passed unanimous.

Motion was also made by Mr. Bradow; seconded by Mrs. Bonomo to adopt the 2012 Sewer Fund Budget as presented above indicating no rate increase. The motion passed unanimous on a roll call vote.

Prior to reviewing the General Fund Budget, the Secretary advised the Board of the need to adopt a resolution naming Centax as the Collector of Earned Income Tax starting January 2012. The wording of the ordinance does not have to be changed since the monies coming from Centax to the Township will go to Mr. Anderson (Treasurer/Tax Collector) for handling and deposit. Motion was made by Mrs. Bonomo; seconded by Mr. Policaro approving this resolution. Passed unanimous.

A review was made of the General Fund Budget figures. Discussion was held on line item 409.370 in regards to maintenance of the heating/cooling systems in the Township owned buildings. Reno Brothers charged over \$3,500.00/year to check each of the systems quarterly. When/if there were any malfunctions, break-downs, etc. there was always extra cost. The

Secretary will secure proposals after the new year from heating/cooling companies to have the system(s) checked semi-annually and Public Works will change the filters.

A discussion was held on Mr. Hoover's memo requesting additional funds for the recreation project that he is working on. His request was to take the unused 2011 budget funds (\$4,802.00) and set them aside (Secretary recommended depositing in Capital Fund). Also, he proposed an increase from \$5,000.00 to \$6,300.00 in the 2012 Parks/Recreation Budget. The Secretary noted that the second reading included the increase that he requested. Mr. Bradow questioned who would be liable if something would happen using this equipment/facilities. As Mr. Hoover was not present, this will be addressed another time. The only line item that the Secretary addressed was the Blackhawk Recreation (452.311), which is set aside for the girls softball assessment. She left it at \$300.00 since it is not project related.

In discussing the remainder of this year's revenues and expenses, motion was made by Mr. Policaro to transfer \$4,800.00 into the Capital Fund, only if the funds are available (not needed to balance 2012 budget) and if not used for recreation, will be put back in the General Fund. Mr. Bradow questioned the motion, requesting the School District agree to accepting the liability conditions. As this was a part of the motion, Mr. Bradow seconded. Motion passed on a roll call vote.

The Secretary reminded the Board of a memo that she distributed concerning retaining Denise Hebb, CPA as the auditor. The proposal Mrs. Hebb submitted provided a three-year agreement with the costs being: 2011 - \$14,100.00; 2012 - \$14,500.00; 2013 - \$14,950.00. The initial increase from 2010 is \$450.00. Motion was made by Mr. Policaro to authorize Denise Hebb, CPA to perform the 2011 audit (one-year \$14,100.00), giving a chance for the new board coming on to provide input next budget season. Seconded by Mr. Bradow, the motion passed unanimous on a roll call vote.

Prior to final adoption of the General Fund budget, the Secretary noted that the year-end meeting was originally scheduled for Tuesday, December 27, 2011. Since payroll and final bills need to be processed on that day, closing out the accounts would be impossible. She recommended either the 28<sup>th</sup> or 29<sup>th</sup>. Motion was made by Mr. Policaro; seconded by Mr. Bradow to change the year-end meeting to Thursday, December 29, 2011 at 2:00 p.m. here at the Municipal Complex.

Motion was made by Mr. Bradow; seconded by Mrs. Bonomo adopting the 2012 General Fund Budget with the following: Revenues - \$1,075,106.00; Expenditures - \$1,149,809.37. The difference, \$74,703.37 will need to be the cash balance on December 31, 2011 in order to have a balanced budget. No tax increase. This will be done by Ordinance, for adoption at the year-end meeting. Motion passed unanimous on a roll call vote.

There being no further business, the meeting adjourned at 3:00 p.m.

Respectfully submitted:

Paula J. Wagoner, Secretary

