

Patterson Township Board of Commissioners

Budget Meeting

Monday, November 23, 2015

The Patterson Township Board of Commissioners held a Budget Meeting on Monday, November 23, 2015 at 6:00 p.m. at the Municipal Complex, 1600 19th Avenue.

Attendants: Commissioners Policaro, Bradow, Hoover, Inman and Mahosky
Township Secretary Paula Wagoner
Assistant Chief David Stanislawski
Patterson Township Municipal Authority – Gary Gache, Bert Robinson

Mr. Gache and Mr. Robinson attended the meeting to discuss the recent opening of the bids for the Sewer Project at Darlington Road between 11th and 12th Street. The low bid, in the amount of \$108,260.00 was a company named Jet Jack, Inc. The Authority estimates up to an additional \$30,000.00 to complete this project (Engineering/Legal). It was also noted that the Authority's costs so far are approximately \$20,000.00 for a total estimated project cost of under \$160,000.00. Their request is to split the project costs with the Township to avoid borrowing any additional funds from the bank. Mr. Robinson advised that LSSE is waiting on this meeting to proceed. The Authority awarded the bid; pending the outcome of this meeting. Mr. Inman recommended approving this request, noting the Sewer Maintenance Fund is set up to fund these types of projects. Mr. Hoover agreed that it should be paid for in lieu of borrowing additional funds. A motion was made by Mr. Inman; seconded by Mr. Mahosky approving splitting the project costs 50/50 with the Municipal Authority. To be taken from the Sewer Maintenance Fund. Motion passed unanimous.

Mr. Policaro proceeded with the meeting noting that he had two items to discuss.

- Whether to continue the tradition of having a Christmas Party for the employees at Yolanda's as in the past. It was noted that the Township Fire Department has plans to have a party on December 19, 2015. Mr. Mahosky left the room to contact Mark Utnehmer for clarification concerning this event. Upon his return, it was confirmed that a Christmas Party has been planned and all are invited. Discussion was held by the Board on providing a donation towards the party, since a dinner at Yolanda's isn't necessary. Motion was made by Mr. Inman; seconded by Mr. Hoover approving \$300.00 as a donation to the Fire Department for the party. Passed unanimous.
- The second item was to revisit the purchasing of a new police vehicle that was tabled at the last meeting. Mr. Policaro suggested taking the Crown Vic and Charger out of service and sell them; using the proceeds towards a new vehicle. AC Stanislawski advised that he already has a potential buyer for the Crown Vic (another municipality). Mr. Hoover asked whether there are any issues with either of the vehicles currently. AC Stanislawski advised that there presently no issues. The point of buying would be not to

have to purchase another vehicle for the next 3-4 years, in addition to less maintenance costs. Mr. Mahosky expressed concern for have too many vehicles that are close in age (present SUV's – 2013 and 2015). New vehicle would be 2016. It was noted that the Crown Vic is more marketable right now. Mr. Hoover pointed out that the Township always had two (2) vehicles until White Township sold us their two. He noted having 3 reliable vehicles right now and was not in favor of going into another lease payment in 2016. He mentioned the Township's tax base and re-visited the approval of purchasing a dump truck, of which he voted against. Mr. Bradow commented on reducing the fleet by 2 vehicles (whether trading in or selling); and will support if new is needed. If not needed, don't do. Mr. Mahosky recommended selling the 2008 Charger and keep the Crown Vic through next year. Mr. Inman advised that the Board should come up with a system for replacement (rotation) of Township vehicles.

Mr. Policaro's recommendation is to sell both and buy a new police vehicle. Mr. Mahosky suggested the option to sell just the Charger and made the motion confirming this action in addition to depositing the proceeds in the Capital Fund towards a future purchase of a police vehicle. This would keep 3 police units on the road. The motion was seconded by Mr. Bradow. Mr. Mahosky noted that timeframe is not part of his motion. No action was taken on whether to purchase a new vehicle in 2016. Motion passed unanimous on a roll call vote.

Proceeding with the Budget, discussion was held on the 2016 proposed Sewer Budget. In reference to the approval at the November meeting to increase the sewer rates making it a one-tier rate, the additional sewer revenues (line item 364.100) could be increased by \$30,000.00 for a total of \$650,000.00. Line item 429.700 Equipment needs to be increased by \$10,000.00 to accommodate the backhoe/skid steer payment, along with a portion of the new truck. The amount will now become \$40,000.00. Finally, line item 471.300 Capital Improvements could be increase to \$50,000.00 to allow for additional fund to be deposited into the Sewer Maintenance Fund for future projects. The totals will be adjusted to Total Income: \$654,100.00; Total Expenses: \$714,900.00. The difference (or deficit) of \$60,800.00 will come from the cash balance (carryover) at the end of 2015.

Prior to leaving the discussion on the Sewer Budget, Mr. Hoover presented a brochure that he had from Walsh Equipment illustrating an asphalt hot box costing \$21,700.00. He questioned the use of hot patch versus cold patch and noted the ability of the Public Works employees to do our own patching. Mr. Inman advised of his plans to do tar and chip next year. He plans to take a small section of Highland Avenue for a tack coat and leveling course as a test area. Mr. Hoover noted that when there are sewer issues and the road is opened for repairs, this is a piece of equipment that could be used. His point was to considering purchasing this piece of equipment and share in the cost with the sewer budget.

Assistant Chief Stanislawski reported a follow-up to a previous meeting regarding a question on the Child Protective Services Law in regards to our police officers. AC Stanislawski advised of speaking with the District Attorney's office and Patterson

Township police are fine. He also reported on a recent appreciation luncheon held at the Patterson Primary for the police, fire, and crossing guard. He reported that 5 of the 7 officers attended and the children sang songs, recited poems, and presented a banner thanking the police for their service. It was a nice afternoon.

AC Stanislawski along with Officer Keith Girting gave a presentation on the activities of the Police Department regarding drug related arrests. Related to the presentation, Officer Girting showed a home video of a car he pulled over and illustrated the need for tasers, as the suspect came back to the Police car instead of staying in the car. He eventually fled and with the assistance of Chippewa Township Police (who have tasers), was apprehended. AC Stanislawski requested permission to purchase 2 tasers for an estimated cost of \$2,400.00. He advised that training can be provided by Lt. Petrich of the South Beaver Police Department. Motion was made by Mr. Inman; seconded by Mr. Bradow authorizing the purchase of 2 tasers not to exceed \$2,500.00, which will allow for accessories (refills). Motion passed unanimous.

Mr. Policaro left the meeting at 8:00 p.m.

Proceeding with budget items, the Secretary presented the audit proposal from Denise Hebb, CPA for the next 3 years at \$17,000.00 each year. The increase is due to the additional work involved with the requirements of GASB 67 and 68, which warrants the increase. Motion was made by Mr. Mahosky; seconded by Mr. Bradow approving Hebb & Company, CPA to do the audit for 2015, 2016, 2017 for a price of \$17,000.00 each year. Passed unanimous. The Secretary noted that this amount was budgeted; shared with the General and Sewer Fund(s).

A discussion was held on line item 406.160 Employee Pension – currently budgeted \$55,912.00, which is the amount needed to comply with the MMO (Minimum Municipal Obligation). All agreed that a lump sum amount is needed to pay on the under funded pensions (particularly the non-uniform). It was decided to come back to this once the rest of the budget is reviewed.

Line item – 407.220 Computer Supplies was increased in 2015 to \$5,500.00 to purchase laptops for the Board. Since there is no interest, this line item will be reduced to \$4,000.00 (keeping funds to possibly replace the copier in 2016).

Line item – 410.184 Holiday Wages – increase from \$11,000.00 to \$11,500.00

Line item – 410.242 Guns/Ammunition – increase from \$2,200 to \$3,500.00 to budget for the tasers that were just approved for purchasing. The invoice will not be received and paid until 2016.

410.740 - Police Car-Lease/Equipment – Reduction from \$21,000.00 to \$11,000.00 since no purchase of Police car is anticipated in 2016.

421.500 - Recycling – Reduction from \$30,000.00 to \$25,000.00 since it is year two of the contract with John Young Refuse for recycling curb-side pickup.

452.300 – Township Park – Mr. Inman suggested leaving the same - \$13,000.00 if budget allows for to provide extra monies.

406.160 – Employee Pension – Increase from \$55,912.00 to \$65,000.00 to allow for a lump sum be deposited into the pension plan(s). The Secretary advised that the balance in the Police Pension Fund at Huntington is ample to transfer funds into Chief Cindrich’s annuity to bring it up to be fully funded. This can be a future transaction.

These changes will be made for the December 10, 2015 second/final reading along with minor adjustments to have a balanced General Fund budget for 2016.

The PLGIT Accounts were reviewed one by one and the Secretary explained their purposes, usage of funds, and balances.

Prior to adjournment, it was noted that action was needed to ratify the decision made to move forward with the mitigation of the water damage at the Fire Department. The Township got word from the Insurance Adjuster that, since the leak was more than 14 days, the Insurance Company will not honor the claim. Mr. Mahosky took a poll of the Board to proceed with Servepro to mitigate the damage and remove the mold at a cost of \$2,600.00. Mr. Hoover questioned Mr. Mahosky on getting additional (more local) proposals. Mr. Mahosky advised that he did contact Mazzant, who decided not to provide a proposal since it is not an insurance claim. Mr. Mahosky advised that the mitigation does not include the restoration. That would be additional costs. Motion was made by Mr. Mahosky; seconded by Mr. Bradow approving Servepro to remove the damaged wood along with removal of the mold with chemicals. Passed on a roll call vote 3 ayes; 1 naye (Hoover).

There being no further business to be brought before the Board, motion was made by Mr. Hoover to adjourn. Seconded by Mr. Mahosky the meeting adjourned at 9:50 p.m.

Respectfully submitted:

Paula J. Wagoner, Township Secretary

Copy: Board of Commissioners

