

November 4, 2010 - Antrim Township Board of Supervisors

MINUTES OF THE ANTRIM TOWNSHIP BOARD OF SUPERVISORS

WORKSESSION MEETING

November 4, 2010 7:00 p.m.

The Antrim Township Board of Supervisors held a budget worksession meeting on Tuesday, November 4, 2010 in the Antrim Township Municipal Building, 10655 Antrim Church Road, with the following present: Chairman Rick Baer, Vice Chairman Curtis Myers, Supervisors Fred Young III, Sam Miller, and James Byers; Brad Graham; Township Administrator and Mary Klein; Township Secretary.

Visitors: There were none.

Chairman Baer called the worksession meeting to order at 7:00 p.m.

There was a discussion at this time regarding pay raises for employees. The general consensus was that there would be a 3% increase across the board for all employees except for the part-time snow plow operators. There was also mention of a possible sewer rate increase; however none of the Supervisors were in favor of doing this. Electric rate increases were also discussed and Supervisor Miller stated that Allegheny Power has said there will be a 4% increase next year.

Brad Graham, Township Administrator handed out the General Fund and Sewer Fund budget worksheets at this time for the Supervisors to review.

Supervisor Young arrived at this time – 7:10 p.m.

There was a discussion at this time regarding the library contribution. Supervisor Miller commented on the extra \$2K that was listed on the budget worksheet from the normal \$5K that we normally contribute to the library. Miller wanted to know if everyone else was in favor of giving them a \$2K increase. Mr. Graham also mentioned that the library will be asking for a Capital Contribution for their building project. Mr. Graham noted that the library is privately owned by a foundation at the salaries are covered by the County but they have to raise money for operations. Miller stated that he is definitely opposed to more than a \$5K contribution to the library.

Brad Graham, Township Administrator discussed the amount budgeted in fund code #01-409-600 – Capital Outlay Municipal Building. Graham noted that there were funds budgeted for garage door replacement, a pole shed, the Township building renovations and connecting the Township building to sewer. Supervisor Young questioned what the rough estimates would be on remodeling versus renovation of the Township building. Graham responded that a construction company came in and said that \$350K would do a nice renovation but this would not include the heating system. Graham also mentioned about adding on a new meeting room that could be utilized as a public meeting room. The Supervisors were not in favor of doing this. Supervisor Byers stated that he wants to do the DJ office and the road crew office area for more office space for the current staff. Graham stated that from what he is hearing; the Supervisors are not in support of a total gut and rebuild of the Township building and that we could just do a remodel and address the heating system. Supervisor Byers also stated that he is not in favor of budgeting \$70K for a pole shed. The Supervisors discussed other options for equipment storage and they would like to exhaust other storage options before we budget any money for a pole shed.

Brad Graham, Township Administrator addressed the Supervisors regarding a discussion he had with the owner of the Greencastle Lube Center and they went through the scenarios of connecting the

Township building to sewer. Mr. Graham told him that they were going to move forward with the second option and the owner wondered if he could recover some of his installation costs from the installation of the sewer line. The Supervisors discussed the Lift Station #3 project at this time and asked if Mr. Graham could talk to the ATMA about their decision on this project.

Supervisor Miller made a suggestion at this time regarding the Wet Township issue and said that he had a discussion with Tex Myers about his property that borders the Borough of Greencastle and Miller thinks we should let the Borough annex in to the Township so they could build restaurants on this property. Miller would like Mr. Graham to ask Solicitor John Lisko about this.

Brad Graham, Township Administrator addressed the Supervisors regarding the Emergency Services budget items and asked if the numbers for contributions to the Rescue Hose Fire Co. of \$75,000.00 and \$10,000.00 for the Marion Fire Co. were acceptable. He also mentioned the contribution for Medic II in the amount of \$15,000.00. Graham also noted that we would be creating a new line item for the Hep C Screening for the fire company. The Supervisors had no comments on these items.

Mr. Graham discussed the Highway Maint/Gen Services category at this time and noted that under fund code #01-430-700 - \$15,000.00 was budgeted for a new dump bed for truck #36 and \$24,000.00 was budgeted for a new dump bed and hoist for truck #2. Also, under fund code #01-437-200 there is a budget amount for rebuilding a trailer. Mr. Graham asked if the Supervisors would want to spend \$5,000.00 to rebuild the trailer or buy a new one for \$12,000.00 as the sandblasting alone would cost approximately \$3,865.00. The Supervisors decided that we should budget to buy a new trailer as long as the cost does not exceed \$12,000.00. This amount would be budgeted under fund code #01-437-280 – Capital Purchases. Mr. Graham also mentioned the Construction Capital Outlay line item and noted that he is still waiting for paving numbers.

There was a discussion at this time regarding the budgets for the Township parks. Mr. Graham noted that the following items were budgeted under fund code #01-452-210 – ATCP Expense:

Barn masonry

Pavilion roof leak repair

Grand opening event - \$3K

Shared Use Trail extension - \$52K – this is based on the price we received last year from D.H. Martin plus a little extra added to take the trail from Carol to Preston.

Disc golf baskets

The following items were budgeted under the fund code for the Martin's Mill Bridge Expense:

Pavilion roof replacement

Pest control

Culvert replacement

Mr. Graham mentioned that small expenses were budgeted for the Enoch Brown Park. Mr. Graham also noted that under the Park Field Maintenance fund code, \$30,000.00 was budgeted for ball field maintenance including funds for rakes and drags to maintain the ball fields. Mr. Graham also mentioned the budget amount for Capital Outlay for the parks will include funds for the basketball and tennis courts and the concession stand.

Mr. Graham mentioned that he and Mary Klein, Township Secretary will be meeting with the insurance company on Wednesday to get rates for next year.

Mr. Graham mentioned the budget for the Highway Construction includes funds for equipment rental

for a sifter and mini excavator. Graham also mentioned the budget amount for fund code #01-436-200 had included \$30,000.00 for the Shady Grove stormwater project with Penn-Dot but he talked with Penn-Dot and this project is no longer on their radar so we could take this out of the budget.

The Sewer fund budget was discussed at this time. Mr. Graham noted the following items in the Sewer fund budget:

Fund code #08-429-231 – Vehicle expense includes \$3,500.00 to paint the cab on truck #3 because when the sludge comes out of the presses it is corrosive and eats away the paint.

Line Maint & Repair – includes funds for I & I and relining of sewer lines on Greenmount and Woodlawn Roads. It also includes funds for lift station #15 because a manhole is shifting and needs to be rehabilitated. It also includes funds for line cleaning/video work plus right-of-way clearing.

Lift Station Maint & Repair – Mr. Graham needs to speak with Doug McCulloh about this line item.

Project engineering – includes funds for Chapter 94 consulting and updating the Sewer System map. It also includes funds for I & I projects and other items.

Mr. Graham noted that he left some money in the budget for Act 537 engineering.

Electric – Mr. Graham noted that we have submitted paperwork to the Chamber of Commerce to join a coop for electric service.

Fund code #08-429-710 – Capital Outlay includes funds to replace a generator at the Sewer Plant, roof replacement because repairs are not feasible and UV system controller replacement. The UV system controller replacement is only for an emergency replacement because the manufacturer does not make this model anymore.

Debt principal & interest includes funds to cover the Sewer bond payments. Mr. Graham also noted that funds were included for the arbitrage rebate calculation for the 2006 sewer bond but if we time the refinancing we won't have to do this.

There was a discussion at this time regarding the ATMA Leaseback Agreement with the Township. Vice Chairman Myers stated the he would like to know what Solicitor John Lisko thinks about this.

There was a discussion at this time regarding the revenue side of the General fund budget and the budget amount for Realty Transfer taxes. It was noted that we should talk with Guilford Township about how these were handled when they got CSX.

There was a lengthy discussion at this time regarding road projects. Chairman and Interim Roadmaster Rick Baer noted that Coseytown Road is going to take a lot of work. Baer mentioned that they would definitely like to do Maryland Line Road next year and finish Ridge Road but that they might have to put off doing Hollowell Church Road. Supervisor Miller mentioned the last budget meeting regarding Hykes Road and wanted to know if we could ask WCN if they would contribute money towards this project. Miller noted that from Route 11 to where the bridge takes off would be a two week project where we could put the base coat in and traffic could be diverted to Greenmount Road out to Route 11 and truck traffic could go off on Williamsport Pike. There was mention of combining the 2011 and 2012 road budgets and using the Liquid Fuels money from those two years on the projects. Secretary Mary Klein noted that this could not be done since you can only spend the money when you receive it, you cannot borrow into the next year. Supervisor Young noted that we need to do Coseytown and Maryland Line Roads next year. Miller thinks we need to authorize Dewberry to engineer repairs to Hykes Road. Mr. Graham noted that the RPO application form must show the engineering and we have to show where the funding is going to come from. Baer stated that we can engineer Hykes Road for next year but we cannot pave it.

Brad Graham, Township Administrator addressed the Supervisors regarding the use of part-time employees for mowing and snow plowing and the fact that we used these employees for road edge mowing and for assisting with other road projects this year. Graham wanted to make sure the Supervisors were okay with using the part-time employees more for help with road projects and they all stated as long as they do not exceed 1,040 hours a year that they are fine with using them.

A Myers/Miller motion passed with unanimous vote to adjourn the budget worksession meeting at 9:39 p.m.

Respectfully submitted,

Mary A. Klein

Secretary