

**EAST HANOVER TOWNSHIP  
BUDGET WORKSHOP MEETING MINUTES  
September 24, 2020**

**CALL TO ORDER**

Chairman Rish called the September 24, 2020 Budget Workshop Meeting of the Board of Supervisors to order at 7:00 pm via Zoom Video Conferencing.

Chairman Rish stated the Public Guidelines of Decorum require all individuals wishing to make public comment need to do so by e-mailing [assttwpmgr@ehtdcpa.org](mailto:assttwpmgr@ehtdcpa.org) or you may raise hand in the Zoom program option. Public Comments will be taken at the end of the meeting. Under regulations you will need to provide your full name and address for the record.

**IN ATTENDANCE:**

**SUPERVISORS:**

George Rish, Chairman  
Rick Smith, 7:30-8:45  
Chad Leese, Vice-Chairman  
Greg Ciraula

**ALSO PRESENT:**

Paul Cornell, Township Manager  
Jackie Wilbern, Assist Township Manager  
Sharon Umberger, Recording Secretary  
Jhane Kunkel, Park & Rec Director  
Bryan Ziegler, Public Works Director  
Andy Stein, Stein Consulting Group

**Treasurer's Report**

	09/23/20 Invoices for Consideration 09/24/20
General Fund	\$ 86,364.43
Fire Fund	\$
Street Light Fund	\$
Liquid Fuels Fund	\$ 4,325.81
Reserve Fund	\$
Escrow Fund	\$
<b>Total</b>	<b>\$ 90,690.24</b>

Mr. Ciraula made a **motion to pay the bills as presented on September 24, 2020**. Mr. Leese seconded the motion. **Motion carried 3-0**. Mr. Leese asked for clarification of the check issued to the Grantville Fireman's Relief Association. Mr. Cornell explained Township received automatic deposit earlier in the week from State to be issued to Fireman's Relief Fund.

**General Fund 2021 Budget Review**

Andy Stein presented the General Fund Budget Assumptions for income and expense line items for the Board of Supervisors to give their guidance. Items listed in blue are discussion only and items listed in yellow require a yes or no decision. The column labeled row corresponds with the location on the Draft 2021 General Fund Budget.

Mr. Cornell shared that Keystone Collections Group reported at the last TCC meeting anticipates that the effect of COVID will not be seen until early part of 2021 and EIT income to Township may be reduced 4-7%. This budget draft was prepared with a 3.5% reduction.

There was a discussion about changes to the Real Estate Tax/LST tax increases. Consensus of the board was that all Board of Supervisors should be present to considering decision on raising taxes.

Discussions continued with line item 7 regarding purchase of new PW Dump Truck. Mr. Cornell told the Supervisors that any item can be re-visited for more discussions if it helps to move down the list of decision-making items. Mr. Smith joined conversations at line item 8-11 on paving projects for 2021. The MS4 coordinator position cannot be eliminated in the budget since the township is in the 1<sup>st</sup> permit year. This is a difficult position to fill and there are other townships advertising to hire. The decision is whether the position will start in Jan 2021 or mid-year. Stormwater Engineer rates would be much higher to do the MS4 work. Ms. Wilbern asked for authorization to advertise position.

#### **MS4 Coordinator Position**

Mr. Leese made a **motion to authorize for Jackie and Paul to advertise for the potential new MS4 Coordinator**. Mr. Smith seconded. **Motion carried 4-0.**

#### **Continued General Fund Review**

Discussions continued with item 16, **consensus of board to approve that employee contribution for health care in January 2021 to increase to 5%.** There are reimbursement programs offered thru Capital Blue Cross that are available to employees. Employee wages to increase 2% in January. Board decided line items 21-25 would be removed from budget. Line items 27-28 contributions will remain at same level as prior year. The new Well and the Security system for the building will continue at the next meeting. Park and Rec Committee strongly encourages Supervisors to go ahead with the new Well so that people have access to water in the park. Line item 32/33 were left in, fire company line items 34 & 35 will continue next meeting. Part-time clerical position eliminated; part-time mowing position was left in budget. The Supervisors would like Jhane to look at other lower cost options for a new pavilion.

Discussions/decisions will pick up again at line item 42. **The next scheduled Budget Workshop Meeting is October 7, 2020.**

**Meeting Adjourned at 8:45pm**

  
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Sharon Umberger, Recording Secretary