

**EAST HANOVER TOWNSHIP  
BUDGET WORKSHOP MEETING MINUTES  
October 7, 2020**

**CALL TO ORDER**

Chairman Rish called the October 7, 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 7-8:10  
Chad Leese, Vice-Chairman 7:15-9  
Greg Ciraula  
Mike Yingling

**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**

	10/06/20 Invoices for Consideration 10/07/20
General Fund	\$ 220,470.96
Street Light Fund	\$ 493.81
Liquid Fuels Fund	\$ 1,441.60
<b>Total</b>	<b>\$ 222,406.37</b>

Mr. Smith made a **motion to pay the bills as presented on October 7, 2020**. Mr. Yingling seconded. **Motion carried 4-0**. Mr. Yingling made a **motion to authorize transfer of \$250,000 from Reserve Checking to General Fund Checking Account**. Mr. Smith seconded. **Motion carried 4-0**.

**Fire Apparatus Study**

Discussion regarding the two proposals. Mr. Ciraula is looking for a more defined scope in the proposals, and a deliverable that specifies options and solutions. Chief Schmoltz expressed his opinion that there is an advantage to hiring local consultant familiar with this area. He also felt that the scope was vague. Mr. Stein summarized that scope is everything and each Supervisor should decide the specific outcomes wanted from the work product. Mr. Rish asked that Supervisors provide Mr. Cornell with their adjustments to scope by Friday end of day and Paul can aggregate into a more specific scope of work on Monday.

### **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 picking back up at line 42 the VFW Picnic Grounds. Jhane proposed spending \$5,000 on a study of the potential for sewer and \$2,000 for a new sign. The short-term proposal for this property is a nature trail where no stones would be used. Discussion about pursuing a DCNR matching grant in 2022 for future updates since it is too late for 2021.

Summer Camp for 2021 was discussed and included in budget. Mr. Leese asked about increasing rates so expenses would be a wash. Jhane will review prior to publicizing any rates.

Discussion regarding raising LST and Property Taxes with a consensus not to do so unless it is the last resort. Supervisors want to aggressively cut spending instead of raising taxes.

### **MS4 Coordinator Options**

Mrs. Wilbern shared a summary of costs for hiring MS4 coordinator or Jackie accepting responsibilities as the MS4 coordinator in conjunction with services provided by HRG. Consensus for this year to have Mrs. Wilbern work with HRG to implement MS4 program and determine next year if a new in-house position is warranted. This arrangement would be a savings of \$66,000.

### **Continued General Fund Review**

The new PW dump truck was revisited, and a decision was made to push purchase back a year and do a \$5,000-\$6,000 repair to the 1994 Freightliner. This adds a year to other items on the replacement list. Mr. Ziegler determined that sweeper will not need to be replaced due to high maintenance costs and to rent when needed in the future. Mr. Smith left meeting after line #7 discussion.

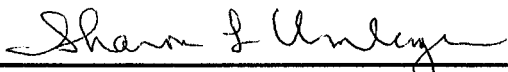
New well discussed and consensus to keep in budget as a placeholder and revisit in the Spring.

Building fire security/panic buttons discussion. Consensus to look at doing the panic buttons in 2021 budget, set aside \$5,000 for this installation.

Fire Company Apparatus Study was removed from 2021 since it is to be completed within 2020 budget. Discussions about insurance premiums for fire company, total cost of insurance and what was paid and by whom over last several years. The Fire Fund Budget needs reviewed in addition to other Restricted Funds. It was decided to set a date for another workshop and Paul to advertise the meeting.

**The next scheduled Budget Workshop Meeting is October 14, 2020 at 6pm.**

**Meeting Adjourned at 9:00 pm.**



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**Sharon Umberger, Recording Secretary**