

READING TOWNSHIP BOARD OF SUPERVISORS
SPECIAL MEETING
October 5, 2015

A special meeting of the Reading Township Board of Supervisors was held at the Township Building and called to order at 6:00 pm by Paul Bart, Chairman. Donald Kauffman was absent from the meeting. Bob Zangueneh, Vice-Chairman, was present and Chairman Bart presiding over the meeting.

Others in attendance included Gary Bullock, Emergency Management Coordinator; P.J. Trimmer, Chief, Hampton Fire Company; Kim Dissinger, Director of Public Works; Jason Grim, Road Foreman; Marcia Weaver, Administrator/Treasurer; and Kevin Holtzinger.

The purpose of the workshop meeting was to review department requests for preparations of the 2016 budget.

Public Comments

There were no public comments.

New Business

Approval was given for the fire police from Hampton and Lake Meade to serve during Trick or Treat night on Wednesday, October 28th from 6:00 pm to 8:00 pm on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

2015 Budget

The 2015 Budget, adopted on December 15, 2014, had several public works items removed including the purchase of a Flail Mower for the New Holland Tractor at an estimate of \$25,806; and tar & chip and line painting applications for various township roads at an estimated cost of \$60,800. Chairman Bart stated for public record that the flail mower was determined to be at the end of its life span and these items and estimates were later approved following a meeting held on March 18th with Mr. Dissinger.

2016 Budget

General Fund

The Board was provided with a proposed budget time table and two General Fund reports that included a "Statement of Operations Budget vs. Actual General Fund Report" and a "Profit & Loss Previous Year Comparison Report. Both reports were for the period from January through September, 2015 and show improvement in the township's financial condition over this same time last year. Remaining expenses were discussed including line painting, traffic pole for the signal light, and the pass through of the Foreign Fire Relief Funds. We anticipate a 7.15% increase in health care costs; a 30% increase per ton in road salt and an 11% increase in stone prices for the upcoming year.

Liquid Fuels (State) Fund

A review of the estimated 2015 remaining balance and 2016 state allocations was also provided for consideration. The Plum Run Road project is expected to cost approx. \$187,565 when completed.

Income

The Magistrate Lease Agreement was reviewed and the current rent of \$1,400 per month was agreed to remain the same for 2016. The Church Lease Agreement expires at the end of this year. Ms. Weaver will write to Pastor Fontanez to inquire if their intentions are to leave or remain for a specific time-frame.

Expenses

Police Department

No items were submitted for the 2016 Budget. Officer Ceravola recommended a new security system which is listed below for the township building.

Emergency Management

Mr. Bullock is requesting 4 barricades to be used in the event of flooding. When no flooding is occurring, the township can use them as needed:

~ (4) Barricades	\$472
~ (4) Road Closed Signs	\$156
~ (4) LED Flashers	\$136
~ (5) Additional Motorola Radios	\$16,586
Total	\$17,350

Public Works

Mr. Dissinger presented the following items for consideration:

1. Seal Coat/Tar & Chip Applications for the following roads: Rolland, Ruppert, Glatfelter, Harlacher, Fish & Game, Markle Run and Rife Roads for a total of 5.61 miles.	\$80,206
2. Rental Equipment for tree canopy removal:	\$5,640
3. Street sweeper for developments:	\$2,500
4. Earth moving equipment	\$5,500
5. Pipes	\$22,000
6. Line painting	\$7,500
7. Signs	\$5,500
8. Hampton Alleys Overlay	\$144,150
9. New Maintenance Truck with utility bin (to replace 2005 F250 Pickup)	\$59,310
10. Public Works Equipment Capital Reserve CD	\$40,000
11. New Salt Shed	\$50,000
(The current salt shed will not last another year. Ms. Weaver suggested that funds from the Building Certificate of Deposit combined with funds from the General Fund could be used for this purpose)	
12. Mr. Grim also requested a new computer for the department's use	\$700
Total	\$423,006

Administration

1. Office Chair	\$150
2. Computer	\$950
3. Microsoft Office	\$99/year
4. Kyocera Technician to program computer to printer	\$150
Total	\$1349

Building

Security System (Closed Circuit TV System)	\$6,633
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Capital Reserve CD Accounts

Current Balances

Office Equipment	\$ 5,926
Building Maintenance	\$29,572
Police Vehicle	\$10,163
Public Works Equip.	\$15,130
Emergency Management	<u>\$ 3,062</u>
	\$63,853

Contributions to the Capital Reserve CD Accounts are pending further consideration at this time.

2016 Contributions

No changes were made regarding the contributions as previously paid in 2015.

Non-Union Wages

The wages will be discussed in executive session after the next board meeting on October 19th.

Public Comments

Hampton Fire Company

Mr. Trimmer requested financial help for the Hampton Fire Company to purchase four more portable radios at a cost of \$5,363 each. He presented a quote to the Board for a dump tank carrier in the amount of \$6,232. In addition, he also requested that a gate be placed on Staub Road when flooding occurs to prevent people from driving on the road.

Mr. Holtzinger was given copies of the budget reports.

The meeting was adjourned at 8:30 pm on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

Respectfully Submitted,

Marcia V. Weaver
Administrator/Treasurer