



Upper Uwchlan Township  
Board of Supervisors, Draft 2019 Budget Workshop  
October 9, 2018  
4:00 p.m.  
Minutes  
Approved

In attendance:

Jamie Goncharoff, Chair  
Sandy D'Amico, Vice-Chair  
Guy Donatelli, Member  
Cary Vargo, Township Manager  
Shanna Lodge, Assistant Township Manager

Jill Bukata, Treasurer  
Al Gaspari, Codes Administrator  
Mike Heckman, Public Works Director  
John DeMarco, Police Chief  
Gwen Jonik, Township Secretary

Jamie Goncharoff called the Workshop to order at 4:02 p.m., led the Pledge of Allegiance, and offered a moment of silence. There were no citizens in attendance.

Chester County Process and Marketing Contract for Recyclables

Shanna Lodge advised that the County has contracted with J.P. Mascaro and Sons for the processing and marketing of recyclables collected in the County. The contract is for 1 year, with (3) 1-year extension options. The single-stream recyclables will be delivered to Mascaro's Total Recycle facility in Birdsboro at \$30/ton, considerably more than the last contract due to the overall decreased demand for recycled materials. The County received 2 bids for the Contract - the Commissioners chose Mascaro, the lower bidder. Each Municipality can choose whether or not to participate.

Sandy D'Amico moved, seconded by Guy Donatelli, to participate in the County's Process and Marketing Contract for the 1-year Contract expiring September 2019. The Motion carried unanimously.

Draft 2019 Budget

Cary Vargo introduced the draft 2019 Budget. The General Fund is basically complete, as are the Solid Waste Fund and Liquid Fuels Fund. There are no roadway improvement projects proposed therefore, the Act 209 Fund will remain unchanged. There won't be an increase in health care plan rates for 2019. Jill Bukata agreed that today's draft is a good start and the November draft will show a more complete picture.

Al Gaspari, Building and Codes Administrator, advised the Building Department is extremely busy with new construction permits and permits for renovations/improvements to existing homes. Another administrative assistant should be proposed, however there's no space in the office. The 2018 budget was lower than 2017 because the fire/safety inspector hasn't been needed as frequently as in 2017. For 2019, fire/safety re-inspections will be needed so costs for that position are added.

Sandy D'Amico asked how frequently the Township reviews/revises building and zoning related fees. Al Gaspari advised they are reviewed each year, and if revisions are needed, we strive to keep them minimal and reasonable.

Mike Heckman, Public Works Director, advised the Department budget is relatively at or below the previous year, except this year they're proposing salary increases in order to be comparable

with neighboring municipalities. The Department is behind with their projects schedule due to the wet weather. Mr. Heckman reviews each budget line and tries to keep it stable. The total proposal for 2019 is down @ \$30,000. Overtime expenses are for snow plowing activity, staffing the annual block party, and staffing for Marsh Creek State Park closures.

Chief DeMarco presented a PowerPoint presentation, highlighting new policies and procedures implemented over the last several years, such as the e-citation system, body cameras, a new 4:00 PM – 4:00 AM shift, etc. The 2019 Budget includes proposals for the Department's relocation during the Township Building renovation and expansion, in-service training and educational programs, a "Pretzels with the Police" program for public relations, and having the accreditation assessment completed before the relocation occurs.

**Solid Waste Fund.** The Solid Waste Fund is used to manage revenues and expenses directly related to the Township's solid waste and recycling collection program. Cary Vargo advised the Fund totals \$1,400,000, based on tipping fees for what we believe will be the total number of households in 2019. We'll be advertising the bid late 2018/ early 2019 for a new trash and recycling contract for a 3-year term of August 1, 2019 through July 31, 2022.

**Liquid Fuels Fund.** The Liquid Fuels Fund is used to manage revenues and expenses specific to the repair, maintenance, and construction of public roadways. Cary Vargo advised the Fund totals \$417,552, a minimal increase over 2018.

**Act 209 Transportation Impact Fund.** The Act 209 Fund is used to manage and account for the funds received from traffic impact fees imposed on new development or re-development that generates increased traffic volumes in the Township. At this time there are no projects planned in 2019.

Upcoming Board of Supervisors and Draft 2019 Budget workshops are scheduled for 4:00 p.m. November 13, 2018 and December 11, 2018.

#### Adjournment

There being no further business to be brought before the Board, Jamie Goncharoff adjourned the Workshop at 5:10 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary