



Upper Uwchlan Township
Board of Supervisors,
Draft 2021 Budget Workshop
October 13, 2020
6:00 p.m.
Minutes
Approved

LOCATION: This was a virtual meeting, held via Zoom video/audio conferencing, in order to minimize public exposure to COVID-19 and maintain social distancing. The meeting's Public Notice instructed those interested in participating in the meeting to email or call the Township Manager for the link and password to join in the meeting.

Attendees:

Sandy D'Amico, Chair	Tony Scheivert, Township Manager
Jamie Goncharoff, Vice-Chair	Shanna Lodge, Assistant Township Manager
Jenn Baxter, Member	Gwen Jonik, Township Secretary
Jill Bukata, Township Treasurer	John DeMarco, Police Chief
Mike Heckman, Director of Public Works	Rhys Lloyd, Township Building Inspector
Byron Nickerson, Emergency Management Coordinator	Steve Poley, Road Foreman

Sandy D'Amico called the Workshop to order at 6:00 p.m., led the Pledge of Allegiance and offered a moment of silence. No one planned to record the meeting. Two citizens attended.

Sandy D'Amico announced that Executive Sessions were held September 21, 2020 regarding personnel and legal matters and October 5, 2020 regarding legal matters.

Tax collector compensation ordinance amendment - authorize advertisement

The Township proposes to reduce the elected tax collector's compensation from \$1.65/bill to \$1.00/year, beginning January 1, 2022. The Township had researched the cost of using an outside agency versus the elected tax collector to collect the township real estate taxes and has entered into an Agreement with the County Treasurer's Office to do so beginning January 1, 2022. It is necessary to adopt this ordinance by January 2021 in order for tax collector candidates to know how they'll be compensated should they be elected. Jenn Baxter moved, seconded by Sandy D'Amico, to authorize the advertisement of the Tax Collector Compensation Ordinance amendment. The Motion carried unanimously.

Promulgation, Resolution for Updated Township Emergency Operations Plan

Byron Nickerson, Township Emergency Management Coordinator (EMC) and Emergency Management Planning Commission Chair (EMPC) highlighted recent updates to the Township Emergency Operations Plan (EOP), mostly administrative-type changes: updated Board of Supervisors and Township Staff names; updated resource contact information; current population figures and road/trail map; and updated Emergency Operations Center (EOC) email addresses, changes to the duty roster.

Jamie Goncharoff, Deputy Emergency Management Coordinator, thanked Byron for his leadership. He explained that the Emergency Operations Plan template was previously provided by the County or the State and each township addresses the applicable issues, not making substantive revisions or re-writing the Plan.

Jamie Goncharoff moved, seconded by Jenn Baxter, to sign the Promulgation and adopt Resolution #10-13-20-12, approving the updated Emergency Operations Plan. The Motion carried unanimously.

Draft 2021 Budget

Jill Bukata explained that staff have worked on the proposed 2021 budget for their departments over the past few months and today's focus is on specific departments with the rest being covered at the November Workshop. The proposed budget includes salary increases and medical insurance costs are estimated with a 3% increase.

Police Department. Chief DeMarco noted this is an operating budget; there are no proposals for additional personnel, though we are still looking to hire 1 officer as approved in the 2020 Budget; there will be a capital expenditure to replace a vehicle; the department moved from the temporary quarters back into the renovated building; continued community outreach, distributing doggie bags and jogger/walker light bands.

Building and Codes Department. Rhys Lloyd advised the department should need less money to operate in 2021 following Al Gaspari's retirement; they're very busy with new construction inspections but shouldn't need any additional consultants or personnel; Tony Scheivert advised that the department's pick-up truck should be replaced in 2022.

Public Works Department. Mike Heckman advised the public works budget will add more roads for resurfacing as they don't hold up as long with the Superpave material. There are 59 miles of township roads (118 road miles). He's previously planned to resurface 3.0-3.5 miles each year but may have to increase that to 4.0+. More personnel would be required if we needed to pave much more than 4 miles per year. They propose moving Kristin Roth, Administrative Assistant, from part-time to full-time. Tony Scheivert noted that a portion of Ms. Roth's salary would come from the Solid Waste Fund due to the number of tasks and activities she completes for trash, recycling, yard waste collection and toter repair/replacement.

There was a question in the Zoom "Chat" box regarding whether Sunoco repairs roads that they damage as they move heavy equipment for pipeline construction. Yes, the Township has an Agreement in place for the roads that Sunoco travels constantly for their construction projects.

Solid Waste Fund. Jill Bukata noted that 25% of Kristin Roth's benefits will come from this Fund.

Liquid Fuels Fund. Mrs. Bukata advised that liquid fuels funds from the State are estimated to be \$362,000, which is approximately \$31,000 less than last year, however, road maintenance will proceed as planned.

Open Session

No comments were offered.

Adjournment

There being no further business to be brought before the Board, Sandy D'Amico adjourned the Workshop at 6:51 p.m. and announced the Board would reconvene (virtually) at 7:30 p.m. for a public meeting to discuss an easement with Sunoco pipeline regarding Meadow Creek Lane.

Respectfully submitted,

Gwen A. Jonik
Township Secretary