



Upper Uwchlan Township
Board of Supervisors,
Draft 2022 Budget
Workshop
October 12, 2021
4:00 p.m.
Minutes
Approved

Attendees:

Sandy D'Amico, Chair
Jamie Goncharoff, Vice-Chair
Jenn Baxter, Member

Tony Scheivert, Township Manager
Shanna Lodge, Assistant Township Manager
Gwen Jonik, Township Secretary
Jill Bukata, Township Treasurer
John DeMarco, Police Chief
Anthony Campbell, Zoning Office
Steve Poley, Road Foreman

Rhys Lloyd, Building Code Official
Mike Heckman, Public Works Director

The Workshop was held in person at the Township Building, 140 Pottstown Pike, Chester Springs PA 19425.

Sandy D'Amico called the Workshop to order at 4:00 p.m., led the Pledge of Allegiance and offered a moment of silence. No one planned to record the meeting. There were 3 citizens and 4 Police Officers in attendance.

Environmental Advisory Council (EAC) Term Expirations

Tony Scheivert noted that the 3-year terms for the newly established EAC members were to be staggered so that approximately 1/3 of the membership will expire each year. The 5 members were appointed at the Board's September 20, 2021 meeting and it was stated at that time that Township Staff would determine the term expirations. Shanna Lodge, EAC liaison, noted the EAC had yet to meet and the Board could appoint the Chair, as is stated in the Ordinance, at their January 2022 meeting. Jenn Baxter moved, seconded by Jamie Goncharoff, to approve the following term expiration dates. The motion carried unanimously.

Amit Dalvi, Madhu Gurthy	December 31, 2024
Neil Phillips, Patti Spackman	December 31, 2025
Meredith Squitiere	December 31, 2026

Draft 2022 Budget

Tony Scheivert advised that all departments have begun drafting their budgets for 2022. Jill Bukata noted that the document prepared for today is a draft and that the departments or funds that are not discussed today will be discussed in November. The draft budget will then be completed and advertised for public review.

General Fund: Mrs. Bukata estimated a 3% increase for personnel salary increases and health care benefits that hadn't yet been estimated. The Rate Stabilization Fund (RSF) contribution is estimated at \$200,000 which is in place to stabilize any increases in health care, property or liability insurances. The 3 insurance policies are through Delaware Valley Insurance Trust (DVIT) and we receive a discount because of that. There's the possibility the insurance may increase 6%.

Public Works Department: begins on page 53 of the draft budget. Mike Heckman noted there aren't many changes from this year for general expenditures. He's having trouble acquiring some construction materials (piping) due to supply shortages so several projects have been moved to next year. Additional increases for fuel, personnel benefits and insurances are included. Sandy D'Amico asked if there were ways to better maintain the roads to maximize their life rather than paving. Mr. Heckman mentioned "ralumac seal" which is rough at first and causes complaints from residents, crack sealing doesn't work with PennDOT's specified Superpave, Nova-chip is a less costly alternative but residents don't like the chips. Other products can't be purchased using liquid fuels funds. The current department size is sufficient to prepare for the 3.5 miles of road on the annual paving schedule, which results in an 18-year cycle for repaving. It costs more to outsource than it does to hire more township personnel.

Police Department: begins on page 40. Chief DeMarco noted they're expanding the Administrative Assistant's hours by 5 hours/week, proposing a 2nd in command and the addition of 1-2 officers, continuing 24/7 operations. Staffing levels were recently analyzed by an outside consultant and they will consider promotion to Sergeant or perhaps a Lieutenant. Increasing the Administrative Assistant, Jami Martin, hours might allow her to do some of the tasks that the Officers are currently doing, allowing them to do more skill-driven tasks. Officer training was discussed. All officers have all the training in de-escalation and mental health, and 2 officers are going to CIT training, specific schooling for mental health, which is 5 9-hour days. More officers will be trained in the future. The County has a mental health specialist for the Police Department to contact when responding to those particular situations. The state has increased certain mandatory training.

Building/Codes Department: This department is Rhys Lloyd, Building Codes Official, Anthony Campbell, Zoning Officer, and Kathi McGrath, Administrative Assistant. Tony Scheivert noted the addition of a parttime assistant, to cover the front desk while Kathi McGrath addresses building department tasks. The assistant could be shared with the finance department as needed. The 2022 budget includes a new vehicle for Rhys Lloyd; the pension plan expenses are lower due to pension plan investment successes; the annual income for this department is @ \$600,000. The fire/safety inspections of commercial properties will be reinvigorated. Anthony Campbell could provide this service as he has the proper certifications.

Parks and Recreation: Shanna Lodge and Mike Heckman highlighted projects completed over the past year – the improvements to the Upland Farms barn and replacing the Fellowship Fields turf field. Most of the proposed projects will be included in the Capital Fund. Updated facility statistics will come out next month. In the General Fund, they've increased field maintenance and repair due to the turf field maintenance contract for field cleaning and the like; upgrading the utilities at Upland Farm is also included.

Solid Waste Fund: Shanna Lodge noted there aren't many changes in this category, however the current trash and recycling collection contracts end July 31, 2022, and we're analyzing extending the current contract vs. bidding new contracts. We expect costs to increase in this category. The County Consortium's recycling contract was successful this year because materials are selling so instead of paying for disposal, we receive revenue. A new line item is added for electronics waste disposal, included as an estimate to cover residents' fees for disposal of monitors and TVs at e-waste drop off events.

Liquid Fuels Fund: Mike Heckman noted the only difference for next year is an increase to contracted services for additional roadway paving and snow plowing.

Open Session

Tony Scheivert introduced 2 change orders regarding the ramp entering the Upland Farms barn, to change the material from blacktop to stronger and more durable concrete (\$21,000, by Uhrig), and to increase the grade and pave the walkway area at the end of the ramp to accommodate handicap accessibility (\$59,000, by Fidelity). The project was \$23,000 under budget until these 2 change items. Being under budget, plus credits for materials not used and built-in contingency funds, the 2 change orders will total @ \$45,684.67 over the bid price. The Board is requested to approve the change orders. Anthony Campbell noted that these issues are outside the scope of the bid, are necessary for ADA accessibility and with the contractors still on the job they won't need to remobilize. The intention had been for Public Works to blacktop the ramp but it wouldn't hold up as long as concrete done by the contractor. Jamie Goncharoff moved to approve both change orders as discussed. Jenn Baxter seconded, and the motion carried unanimously.

Joanne McNaughton, Moore Road, made comments about light glare and landscaping issues along their property line with Hankin's Eagleview properties, and requested township consultants visit their property. The Board favored evaluation of the situation from the residential property. Anthony Campbell will evaluate the light glare and the timing of the light cutoff from the McNaughton property. An evaluation of the landscaping from the McNaughton's property should be coordinate.

Alexandra Rose, Shea Lane, asked when Toll's 100 Greenridge Road project will next be discussed by the Board. Tony Scheivert replied the Hearing is scheduled for November 15, 2021, 6:30 p.m. at Pickering Valley Elementary School.

Susan Quake, Lauren Lane, asked if the Planning Commission would discuss the project at their October 14 meeting. Tony Scheivert noted the project will be on their November 11 meeting agenda.

Adjournment

There being no further business to be brought before the Board, Sandy D'Amico adjourned the Workshop at 5:23 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary