

I. OPENING

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Announcement of Executive Session (if applicable)

II. PUBLIC COMMENT PROCEDURE

III. PRESENTATIONS/HEARINGS

- A. Presentation of 2013 Proposed Budget, Jack Cahalan, Township Manager
- B. Overview of Proposed Budget – Jack Cahalan & Department Heads
- C. Questions and Answers

IV. MISCELLANEOUS BUSINESS ITEMS

V. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

VI. COUNCIL & STAFF REPORTS

- A. Township Manager
- B. Council/Jr. Council Member
- C. Solicitor
- D. Engineer
- E. Planner

VII. ADJOURNMENT

Next Park & Rec Meeting: November 5, 2012
Next Council Meeting: November 7, 2012
Next EAC Meeting: November 13, 2012
Next Saucon Valley Partnership: November 14, 2012 @ LST
Next Zoning Hearing Board Meeting: November 19, 2012
Next Planning Commission Meeting: November 22, 2012

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I. OPENING

- A. **CALL TO ORDER:** The Budget Hearing meeting of Lower Saucon Township Council was called to order on Wednesday, October 24, 2012 at 6:00 P.M., at 3700 Old Philadelphia Pike, Bethlehem, PA, with Mr. Glenn Kern, President, presiding.
- B. **ROLL CALL:** Present: Glenn Kern, President; Tom Maxfield, Vice President; Ron Horiszny and Priscilla deLeon, Council members; Jack Cahalan, Township Manager; Leslie Huhn, Assistant Township Manager; Cathy Gorman, Director of Finance; Roger Rasich, Director of Public Works and Chief Guy Lesser. Absent: Dave Willard, Council Member.
- C. **PLEDGE OF ALLEGIANCE**
- D. **ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)**

Mr. Kern said Council did not meet in Executive Session between last meeting and this meeting.

II. PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mr. Kern said we'll forego public comment procedure as everyone here knows it.

III. TOWNSHIP ITEMS

- A. **PRESENTATION OF THE 2013 PROPOSED BUDGET, JACK CAHALAN, TOWNSHIP MANAGER**

Mr. Cahalan said he's here with Cathy Gorman, Director of Finance; Chief Guy Lesser; Roger Rasich, Director of Public Works; Leslie Huhn is operating the computer. This is the 10th budget that he delivered to you. This is probably the leanest budget that he's presented so far. He will go right into the budget presentation and spare you a statement. He put up some history of the millage rates in the Township. It shows the past 40 years back to 1972. It was up at four (4) mills, and then it went back down again after there was a re-evaluation done in the 90's; then stayed at 3.14 mills; went up to 3.26; and then stayed from 1995 to 2007 at 3.14 mills. We did ask for a one (1) mill tax increase in 2008, so we're currently at 4.14 mills.

Mrs. deLeon said don't you give us a handout with all this information? Mr. Cahalan said it's actually in the front part of the budget. About 65% of the General Fund budget is allocated to fixed expenses, which we've listed the primary ones. We have two employee contracts, one with the Police and one with the Non-Uniformed people. There's the administrative compensation, employee benefits, insurance, library contribution you are familiar with, utilities and communication costs, official compensation, and recreation cost. About 65% of that is basically from year-to-year based off of some sort of contract or agreement or some type of bidding we do for their services; therefore, it's something we look forward to each year as it's something we have to take care of. What we've done here and showed you is that we've been really able to hold the line on these costs which are 65% of the budget and it shows an increase from 2012 to 2013 that amounts to 1.31%, which is really a good job by all concerned. It was done with the cooperation of the non-uniformed employees who have not gotten a raise for the past two years. That is significant.

Mr. Cahalan said the next slide shows the comparison of the budget accounts from 2012 on the left side to what we're proposing in this budget in 2013. It shows the net change and he'll draw your attention to the bottom percentage. This budget is an increase of 1.25%. It's very tight. What we managed to do here is to fund all the priority services and maintain the same level of services that we've been providing to Township residents. We feel this is adequate to continue the programs and services that Council has authorized and he thinks we've handled and maintained everything in a good, prudent fashion. Mrs. deLeon said these pages are not in her budget. She'd like copies.

Mr. Cahalan said the next slide shows some of the budget highlights and the account number. The first one is Council Compensation there is no increase. The new contracted services, the new Tax Collector for Northampton County is Keystone who replaced Berkheimer. When they collect those taxes they deduct the cost to them of 1.45% before they remit the monies to them. Last year that was a substantial amount because we were starting the new service. This is down this year. The IT equipment we proposed to replace at some point, the laptops that the Council members have with I-pads which is a better technology. Gasoline and diesel is going up as we all know. We see the prices at the pump. They've been fluctuating but we are assuming those are going to be high into 2013. In capital improvements, we're looking to replace the door right out front. Roger can explain what's going on with that. It's been very troublesome. It has a security system on it that works sometimes and sometimes it doesn't. We're able to turn it on manually, but it doesn't work automatically.

Mr. Cahalan said we want to talk about Seidersville Hall later on. It's used as a community center. The basement has a collection of stuff going back to SauconFest and it needs to be cleaned out and cleaned up in order for it to be useable and to not present any health issues to the occupants in the top floors. We've had air quality tests done and there's not a problem, but we do need to clean that out if we do continue to use Seidersville Hall.

Mr. Cahalan said we're also talking about an exhaust fan that's needed in the armory in the police wing. The Chief can explain about it. They use some chemicals in the cleaning and when that was constructed, there was no exhaust built into that, so it's something that needs to be added for safety purposes. Police capital, the vehicle weight scale and license plate recognition, the Chief will expand on that.

Mr. Cahalan said our contribution to the Saucon Valley Compost Center and to recycling efforts. One of the things we are proposing for Public Works is a water trailer that would be towed behind one of the trucks. It could be filled with water and could be filled with a dust type of inhibitor and it would be environmentally safe and could be added to the Saucon Rail Trail and to the entrance drive at the Compost Center. Anyone who has been up at the Compost Center when it's been very dry knows the dust up there is very bad. On the trail, it can get very dry and dusty. This would be something very inexpensive. They could treat that and keep the dust down so that it's not a problem.

Mr. Cahalan said we also put in the hand dryers we discussed previously with Council, for the restrooms at Southeastern and Town Hall Park.

Mr. Cahalan said the municipal monetary obligation for our two pension funds; we discussed that previously in September with Council. We propose a contingency amount of \$698,642.00.

Mr. Cahalan said we also plan to continue in 2013, and feel the major improvements at Kingston Park will be completed. We'll then move to the approved plans for upgrading Steel City Park. We have discussed, but not finalized with Council, the pavilion installation at Polk Valley Park. The Historical Society has asked us to look into repainting of Lutz-Franklin Schoolhouse. We need to come up with a scope of work and come back to Council.

Mr. Cahalan said funding for work and repairs needed on this main building and Seidersville Hall to keep them energy efficient so any fuels we use are not wasted.

Mr. Cahalan said the other thing is the fire tax.

Mr. Cahalan said one of the things is to go back again is a very small increase in the budget. There's no property tax increase requested, but we are asking that Council consider enacting a fire tax. This is probably the biggest issue we're bringing before Council. The history of this is that the Township has always funded Fire Services in the Township for the four fire companies – Steel City, Southeastern, Leithsville, and Se-Wy-Co. As you know, Se-Wy-Co and Leithsville merged earlier this year so they are actually one fire company. We actually have three fire companies in the Township. The Township did contribute towards the cost of new equipment for those fire companies and in addition they provided funds towards the operation of the fire companies. It started out as an amount of \$25,000.00. It's grown to \$50,000.00 a year, so right now that's \$200,000.00 a year that goes to the fire companies and that is budgeted for in this 2013 budget. Several years ago the Fire Chief's came to us, in 2009, and we have been meeting with them periodically. They've been discussing mutual issues. They discussed issues such as recruitment and retention. Council in Hellertown and our Council were able to assist in manning the fire response during the day by releasing Public Works employees. The big issue was purchasing new fire equipment. The fire equipment now ranges between \$400,000.00 and \$1.2 million. There's no way a fire company with limited manpower can go out and do fundraising to make up that amount of money. There are no grants that are available and apparently the Gaming Authority money is not a reliable source for that type of equipment in that amount. They look to the Township for assistance. He and Cathy, over the past five years, have been struggling with ways to fund the Fire Equipment Replacement Fund. They came up with a couple of ideas several years ago to fund that, but it was quickly depleted because the cost of this fire equipment and what was needed to give to the fire companies, who were working to their maximum capability to come up with the funds, depleted that money. Going forward, in the future, we are recommending a fire tax be considered as it would provide a dedicated source of revenue for the fire companies, for the equipment and also could assist in the support of the fire departments. Hellertown Borough has a fire tax of 1.5 mills and that provides them with the amount of \$182,000.00 a year which accumulates in an equipment fund and last year they were able to purchase a new engine that cost about \$800,000.00. Mrs. deLeon said do they have a separate tax or do they merge their money together? Mr. Cahalan said it's together as we're proposing here to do that. The other thing the fire tax would do is provide an annual base amount so that if we were going to assist the fire companies, with the purchase of any new equipment through a financing or lease purchases. It would provide to pay off the debt service for that type of borrowing. It is something we ask you to consider. We feel that is the way to go. Just in researching this in the state of PA, a lot of fire companies are coming to the municipal governments and are asking that a fire tax be enacted to address this. We had a meeting with Glenn and Dave; and met recently with the Fire Chief's. We did speak about the impact of this. One of the things that has always been raised that if you do a fire tax, it will have an impact on the fundraising that the fire companies do and we did discuss that issue at the meeting. The Chief's felt that the impact would be minimal as their efforts right now are primarily fighting fires and maintaining the fire house and they are really strapped as far as fundraising. They feel this is the way to go and they agreed with that at the meeting. That's an overview and what we're proposing in this budget. Cathy can run down the revenue and the Chief and Roger can elaborate on the Police and Public Works.

Ms. Cathy Gorman, Director of Finance, said we're proposing at the beginning of next year we're looking at a \$1.3 million beginning balance. Most of our revenue has been pretty much the same. There haven't been many increases. The only increase is not presented here, and she will amend on the Proposed Budget that the Gaming Authority did award us close to \$40,000.00 for six months of an officer's wages, so that will be added into the grant table. The sheet you are looking at now is real estate, real estate tax, and delinquent, prior, interim and that totals up to \$1,798,100.00 similar to what was in 2012. She's not recognizing much increase in that. The amount of

assessment changes that we've been receiving for anything that has come in, we've been getting twice as many appeals coming in too, so this is subject to change. Mrs. deLeon said explain the thing. What makes them do an appeal? Ms. Gorman said if their assessed value is a certain amount and if their house is valued too high, then they can go to the Assessment Board of Northampton County and appeal the amount that their house is assessed at. If they are awarded, then depending on the date of the award, we either refund them their taxes back based on when the County approves their assessment. Mrs. deLeon said what are the reasons that somebody can do this besides them feeling it's too high. Is it because they've done work on their home or all of a sudden they feel with the economy, it's gone down. Ms. Gorman said the amount of assessment appeals she has seen as of late is due to the economy and people's house were valued at a certain amount and now they aren't worth that much anymore. Mrs. deLeon said we can expect more of these. Ms. Gorman said it's really in the hands of the Northampton County assessment offices as to whether they approve these or not. We're not the only municipality that is facing this. Mrs. deLeon said in addition to the County, doesn't it go to the school district and the Township? Ms. Gorman said everybody's taxes are based on what the assessed value is, so everybody's taxes are going to be modified. Mrs. deLeon said don't we get notices from the County or school district and the school district votes on this too? Mr. Cahalan said he doesn't know about voting, but he thinks they can contest it. We get the list, the calendar of the assessment hearings and the school gets it also and if they want to, they can contest. Mrs. deLeon said she doesn't ever think the Township did that, maybe for the one business. Mr. Cahalan said with the movie theatre we were involved with that re-assessment.

Ms. Gorman said the Local Enabling Tax is the real estate transfer tax, earned income tax and local services tax, which will remain pretty much the same. We did get slightly more than projected in real estate transfer tax. She's happy to see it, but it's always subject to change from year to year. If you recall, prior to 2009, showing you at \$186,000.00 and the year prior to that it was almost \$500,000.00. With this type of economy, that's one of the fluctuating items that we need to keep an eye out on and not assume too high. Mr. Horiszny said is the LST the one that is \$25.00 now and it could be \$52.00? Ms. Gorman said it's \$30.00; \$25.00 for us and \$5.00 for the school district. She will make a notation of this in the Preliminary Budget. It can go up to \$52.00.

Ms. Gorman said Business Licenses & Permits, there's not much change on any of these whether they are businesses or non-business related fines. They have pretty much remained consistent over the years. There's not much deviation.

Ms. Gorman said Interest, much like everybody else. We're facing the same problems with the banks and their interest rates until the feds come in and change those, we're pretty much stuck like everyone else.

Ms. Gorman said Intergovernmental Revenues, we usually get in around \$7,000.00 and that is more for different entities paying for services and utilities that we incur and bill out; however, it's \$15,000.00 because we are looking into a tax collection software that we'd share jointly with the Saucon Valley School District and you'll see that in the finance end. This would be the revenue that would be brought in if they were to join in with us.

Ms. Gorman said State Capital & Operating Grants, they are traditionally grants we receive for the DUI, police-related grants we receive from the federal and state government. DEP also pays us part of our sewage enforcement officer (SEO) fees. She did not budget any money in Other Grants. This is where we would normally see our Gaming Authority money due to how things are done and what they approved. She felt it was safer not to assume anything in that revenue. When we go through some of the items in the expenses, she'll let you know what she is anticipating on applying for next year. We are going to continue to pay for the officer's salaries. Mrs. deLeon said where's the DEP reimbursement for the landfill host? Ms. Gorman said in the Landfill Fund.

Ms. Gorman said State Shared Revenue & Entitlements, that has gone up a little bit. We received more money in the pension state aid of all of those. It was an additional \$30,000.00 and we normally budget what was received from the prior year. Mrs. deLeon said the Recycling Act, are we ever going to do anything with that as the last time we received monies was in 2009 which was \$19,000.00. Mr. Cahalan said they've been put on notice by DEP that we're non-compliant with the Act 101 because we have to put the whole program in place. Not only to do the curb-side leaf pick-ups, but also to enact a burning ban. We put that information together for the 2012 budget. We didn't put that together in this budget. We gave you the study that we got from Gannett-Fleming that was done about two years ago that had recommendations for bringing us into compliance with Act 101. We've been notified we are not, so we are not submitting the performance grants to them, which we have been told we would not be awarded any money, and we've also discontinued our relationship with the Hough & Associates who collected the data for those grants. We were paying them \$4,000.00 a year to put the data in with those performance grant applications so that's been discontinued. No, we don't have any money budgeted for that grant. That normally goes into the Compost Center budget we share with Hellertown. Mr. Horiszny said the fact that we have the yard waste compost center doesn't help us in Act 101 because it doesn't cover the curb-side leaf pick-up. Mr. Cahalan said correct, we still have to do the curb-side pick-up twice a year which could be manageable but would have to be in conjunction with an ordinance adopted that would ban any burning of those materials that you are picking up and taking to the Compost Center. Mrs. deLeon said doesn't our ordinance say that now they can't burn that stuff. There are only certain things people can burn. Mr. Cahalan said it's not strict enough. We took that actual ordinance to Wilkes-Barre and they indicated that it still was not Act 101 compliant. Anything you pick up or you are taking to the Compost Center, none of that can be burned. That's what the ordinance would have to specify. It's a little bit more than we have right now on the ordinance book.

Ms. Gorman said the next are the Zoning Permits/Fees – General Government, those pretty much stayed the same. If you recall back in 2008, 2009, and 2010 we were receiving quite a bit of funding from subdivision fees and permits and that has since halted due to the economy.

Ms. Gorman said Public Safety, these are building permits, police services fees. All of these fees have kind of dropped off due to pretty much the economy and people finding other ways to either they are not building or not making improvements or not requiring police services. The other two line items, the Highway Services is anything we would bill from Public Works for any work they would do or fuel costs that we bill for the Authority and the Fire Departments since they fill up their vehicles using our tanks. The Health Charges are also what we would receive in return for retirees who are still on our plan and/or Cobra payments and the LSA.

Mr. Maxfield said the subdivision fees, our estimated for 2012 is \$1,000.00 and he's thinking there's nothing on the horizon yet we're still budgeting for \$4,000.00 for this year. Is there a reason? Ms. Gorman said she's still a little hopeful, but usually within a given group of clusters of revenue, we never fall short. For instance, the tax certification fees were over \$3,000.00 but she's still budgeting for the same amount. She tries to keep everything pretty much consistent and at least an even par. If for next year it ends up being productive, she would take that into consideration and make that more of a norm, but she's hopeful that this bubble will stop eventually growing and eventually things will start picking up again.

Ms. Gorman said Culture & Recreation Fees, we do charge fees for our pavilions and parks. In the last couple of years, they have been fairly popular. We're still going to maintain it at \$5,500.00. There are some deviations that need to be considered if someone rents it and the weather is bad, they can always cancel. If we have a bad summer, obviously, we're not going to be collecting that much.

Ms. Gorman said Miscellaneous Income is just general items that people come in, whether or not they are requesting copies or copies of zoning books, that sort of things.

Ms. Gorman said Contributions from Private Sources to our Police Department for the DARE programs which we usually keep the same and it usually comes in the about the same every year.

Ms. Gorman said we have Sale of Fixed Assets which we keep in there in case we do sell anything that is municipally owned and Council approves to be sold. That's where that money would go.

Ms. Gorman said Transfers From Other Funds which would be required to balance our budget and there's the Refund for Prior Year Expenses which is money we receive back from our insurance companies as we are self-funded.

Ms. Gorman said the Total Revenue Income is \$6,851,346.00.

Ms. Gorman said going to the Expenses, nothing has truly changed with the Council. All of the contributions are the same. Council Compensation the same thing with the department. There's not much change there. We are just carrying over the \$4,000.00 that was budgeted this year to purchase a fire-proof filing cabinet as we hadn't been able to do that this year. Mrs. deLeon said how big of a file cabinet? Ms. Gorman said she's hoping for a four-drawer, fire-proof. That's where it really gets expensive.

Mr. Cahalan said General Government, under Contributions/Grants/Gifts, that's based on the policy that's been in place as far as those contributions for those organizations in the Saucon Valley. We haven't made any changes to thing. The Halloween Parade is now called the Saucon Valley Spirit Parade. There are funds/dues we pay to the Saucon Valley Partnership each year which are a \$1,000.00. We also pay \$1,000.00 as our share to the Saucon Rail Trail Oversight Commission. Ms. Gorman said the Fallen Officers are the amounts combined that we contribute to the golf outing for the officer that died in the line of duty in Upper Saucon and the officer in Freemansburg. Mr. Cahalan said that is based on past practice and the policy established by Council. You'll see that there are not very many changes. It includes compensation established by the Council.

Ms. Gorman said Finance, you'll see that there are not very many changes. It includes compensation for her department, auditing services, and real estate tax prep/ mailing. There is real estate taxes, that we are obligated to pay for property we own. The biggest difference in the drop that you'll notice that shows in the spreadsheets is that we are not paying contracted services. Prior to last year when Berkheimer was our Tax Collector, they charged us a 2.9% collection fee for all EIT collected. It was 1.3% for local services and we collected the money and then they billed us for what they collected. The way it's designed now with Keystone is that Keystone collects the money and they take the money from what's collected at the top of 1.45% and they just remit us what's ours. It seems to be working out pretty well. The Consulting Fees is for the Tax Collection District. That is the entity that runs and oversees the tax collection for the county and we pay a percentage of our EIT. It's based on a percentage of all the municipalities in the County.

Ms. Gorman said Legal Services primarily the increase is for Special Counsel as we'll be heading into contract negotiations and usually every three years we have to budget a little bit more for that. General Supplies and Computer Supplies is the same. Data Processing is pretty much the same. We're still paying for our website operation, repair and equipment of computers, the I-pads is included into the Major Equipment and there's also scheduled a laptop for Council or the administration's use. Under Licensing and Software, there's GIS upgrades and Freedom Systems Accounting Package. There are maintenance agreements tied in and that's what we pay under the licensing/software.

Ms. Gorman said Engineering is pretty much the same as it was last year. We break it down into General Engineering which is any work that our engineering does for planning and zoning.

Ms. Gorman said under Buildings, it's pretty much the same as it was last year. Outside Consulting Service that the Township wants, we have money for that. Code Enforcement if we need it and then we also pay for the Sewage Enforcement Officer in a separate line item so we can track that for the grant.

Ms. Gorman said under Buildings, we budgeted \$8,000.00 for our janitorial service. We're asking for a 2% increase for him. Everything else is pretty much the same as it was last year. The only thing that's new in the Capital Outlay is the fixing of the front door and in the Building Purchase/Improvement we have \$14,000.00 and that's for the work that Jack had mentioned earlier – the exhaust fan in the armory and the cleaning out of Seidersville Hall. Mrs. deLeon said where is the armory? Chief Lesser said it's in the PD on the first level and as it may indicated it's where ammunition is stored for all our firearms, in addition to our tasers. When it was constructed, there was no ventilation in that area and it's an improvement that is overdue. Mrs. deLeon said that was an oversight by our architect? Chief Lesser said it would probably be fair to characterize it as that. Mrs. deLeon said it's disappointing because they were state-of-the-art, we thought.

Chief Lesser said there's another area regarding an improvement in the garage which would expand its use and create an area which would be flexible and allow us to store a vehicle in a particular area for an extended period of time that was secure for purposes of investigation. As you may recall, we had a fatality this past year. We had a home invasion and in both of those instances we took temporary custody of vehicles for the purpose of processing them for evidence and we really have no facility here on Township property that is designed for that and to establish an area for that permanent use for items that are really temporary and that we may or may not have access to in a year is very infrequent. Our plans are to utilize bays that routinely police cruisers are parked in and on a temporary basis design it so it can be secured for evidence.

Chief Lesser said as you review the Police budget, he thinks you will find that the increases as mentioned earlier in line items relative to personnel or contractual costs, which are certainly fixed. You'll see increases in a couple of items of a few hundred dollars for maintenance for some of our equipment which ages. You'll see several costs that are directly associated with training, one in the training line item and other items such as minor equipment purchase that are associated with training. The areas that you will see a particular significant increase for an item would be in three areas. Two of those are in our Major Equipment Purchase and those are for a license plate reader. That's a device that is attached to a cruiser and it designed so it can moved to different cruisers. It allows the scanning of registration of license plates of up to 1,000 an hour. As an officer drives, it will scan license plates that he's behind or that he passes. If he's in a parking lot, it will scan license plates. It's designed so that if there's a hit on a plate that may be wanted in a state or international data base, it will give him an alarm. It will also categorize and create a database that can be used for investigative purposes and that would greatly enhance our ability to fight crime in the Saucon Valley through recognition of a violation through a license plate as opposed to an officer running those plates individually. Officers can do that in their cruisers and have the ability to do that or they can do that thru a comp center but that requires the specific individual running of a license plate by a person. We will be looking for alternative finance sources for that, but it's included in the budget. The device is approximately \$21,000.00. Mr. Maxfield said can you explain a little more about the database that will come from the activity. Chief Lesser said that's \$21,825.00 and it would be a state, national, or local databases. For instance, if we had information on a vehicle that we were looking for, we could enter that ourselves. We also would have the ability to access the Commonwealth Law Enforcement Agency Network which is through PA and any vehicle that were listed in there. If there was a want in a vehicle for hit and run for a felony, for Megan's Law, if there's a want listed and clean, it would hit on that; and of course a national database also. Mr. Maxfield said if you pulled into a parking lot, it wouldn't enter all those cars and where they were at, at the time in the database. Chief Lesser said yes, that's part of the investigation purposes. For example, if officers were cruising through the Giant Shopping Center, it would create a log of the vehicles which were there. If we had learned of a crime that had occurred earlier that day in the shopping center, that would be an investigative tool that we could

utilize. It may or may not provide valuable information. It would create that database. Mrs. deLeon said they wouldn't be holding it like a radar gun, it would just be constantly monitoring. Chief Lesser said that is correct. They won't be holding any item. The reader is fixed to the cruiser. If it were a three-camera system, there would be two cameras in the front of the vehicle facing one to the left and one to the right and then one facing to the rear so as it passed the vehicle, it would record that plate. Mr. Maxfield said he's not real sure about that one yet. Chief Lesser said it is in use and as you can imagine, it's a tremendous investigative tool. It has led to the apprehension of people who have committed homicides to people who have kidnapped young females and who would have not been apprehended without that device. The officer simply wouldn't have known he was passing that vehicle, particularly at night. Just to address those concerns, officers have that current capability, but as we know, old folks, we've had the ability to do things year ago that technology has just tremendously enhanced and we're all excited how technology has improved the efficiency and effectiveness of our workers and of our jobs. That's what this does. It would give the officer no additional ability to check into anyone's privacy. It adds nothing to that ability, but it tremendously enhances the information they are able to acquire for investigative purposes and to follow up on crime. It enhances their ability to detect a crime through a patrol. Mr. Maxfield said the database could be accessed by anybody in the nation. Chief Lesser said a good question and he didn't clarify that. That would be similar to investigative databases that we utilize. That would be secured within the police management operating system and our software system. Absolutely – there's no public access to that whatsoever. That's not distributed as part of our news release. That would have the same level of protection that our current systems have. The level of protection required by our software systems, the state oversees that. The PA State Police that administers the clean network, they do not allow access to that system unless you meet their standards for protection. Mr. Maxfield said even as a police force, you have to sign up for it. Chief Lesser said absolutely. You may recall in previous years we've added technology in the department and we access databases through county and through the years you approved some of the ongoing financing for that. The databases we access, as a PD and as it should be, we're not permitted access to that until we install software that not only met their requirements but is often dictated by the state or the county. Mr. Horiszny said how long would the information in the database be held? If a patrol car goes out all day and it's recording license plates for that day, do you wipe them out that evening or keep them? Chief Lesser said no to both - not that evening and not forever. Basically, what the system would allow for LST that would probably be a minimum of a year and then it would begin to replace older data with newer data. Mrs. deLeon said would they check for expired registrations? Chief Lesser said whatever license plate was viewed by the license plate it would access the database and alert the officer. We'd have some control over that. On an expired registration plate it may alert the officer to that. Mr. Maxfield said would it be open to any licenses private investigators? Chief Lesser said absolutely not. This would be similar to information that the LST PD has now and only accessible to our officers under our protocol and privacy protections. It's very protected. Sal Ghazi said we assume this is just a faster system? Right now he enters the plate number and it comes back. With this, he doesn't do anything other than drive and it does all the work for him? Chief Lesser said he wouldn't say it does all the work for him. Officers have the ability to run registration plates, but they are bound by human restraints that we all are. Sal Ghazi said it's no different than it's just automatic and a lot faster and it has the same database that already exists. Chief Lesser said yes.

Mrs. deLeon said she'd like to ask about the overweight trucks, could you explain that? Chief Lesser said this device would enhance our officers ability to enforce over weights and we could operate very efficiently by the two devices covered by this and they are approximately 3' by 16" or so. They can be handled easily by one officer and weigh approximately 35 lbs. They are placed on relatively level surface and they will measure the weight of a vehicle. The training is provided by the State Police Academy and officers that attain that training would have the ability to use those scales. Mrs. deLeon said would all the officers be registered to do that? Chief Lesser said initially we would plan to train an officer on every patrol team and then add to that overtime. Mrs. deLeon said what is the cost to do that per officer? Chief Lesser said that's minimal. There may be no cost or a minimal cost. Mrs. deLeon said can you find out for the next meeting? Chief Lesser said

absolutely. Mrs. deLeon said you said they have to try to find a fairly level area. Could that be debatable and they could say the spot wasn't level? What would determine that? Chief Lesser said as you can imagine when officers are in court they need to be prepared for defense and whatever defense a defendant or an attorney would raise, so an individual certainly may raise that defense and it would be the officers position and job to provide enough information to defeat that. Mrs. deLeon said where would they put the scale? Chief Lesser said there would be countless locations that they would be able to utilize a scale, along a roadway or along some of our secondary roadways where traffic is less frequent than it is on Route 378 or Route 412. Mrs. deLeon said what about the abusers going over Meadows Road bridge? Would this be an area where this could come into play? Chief Lesser said yes, certainly. The cost would be \$10,000.00 to cover two scales. Mrs. deLeon said we have enough overweight trucks she's aware of on the roads and they do list the overweight trucks each month, so they are out there. Chief Lesser said they've charged a few this year and this would enhance their ability to enforce those violations. Currently we need to obtain approval to escort the vehicle to a scale that's operating at the current time and open for business. Mrs. deLeon said currently if an officer pulls over a truck and he thinks it's overweight, they have to escort them to a certified scale outside the municipality. Chief Lesser said they've taken vehicles to multiple locations, off Commerce Center Blvd., to a variety of locations. They have also called in a team from another jurisdiction who are equipped with what we are talking about. It's cumbersome and not reliable. Mr. Maxfield said is this similar to what State Police would use on state roads pulling over trucks? Chief Lesser said yes, it's very similar. The mobile speed device and capital outlay they will look for alternate funding sources, however it is included in the budget. They utilized one in LST a year or so ago when the speed limit on Easton Road was lowered and borrowed one. Hellertown Borough has acquired one in the past year. That's included in the budget this year also. Ms. Gorman said that's the \$6,200.00 in Capital Outlay along with license plate identification system are two specific items we've identified for the Gaming Grant applications. They are two if we could find alternative sources; we would definitely apply for them. Mrs. deLeon said that would be next year. Ms. Gorman said correct and we would receive the funding for them next year. She doesn't know if they will two rounds. That will be determined next month.

Ms. Gorman said for Fire, there are no changes from last year. The only difference was less amount to the Fireman's Relief Association and what we normally do is budget for what we received the prior year except in 2011 there was an abnormality that affected our pension plan. Other than that, we traditionally just budget what we received the year prior. Mr. Cahalan said under the contribution to fire companies, it shows the \$200,000.00 which would represent payments of the \$50,000.00 to Steel City; \$50,000.00 to Southeastern; \$100,000.00 to the merged Se-Wy-Co/Leithsville Fire Company. Until Leithsville burned down, they were going to be a two station; one fire company, two stations. We're recommending the \$200,000.00 be allocated in that fashion. Mrs. deLeon said do we know the status of rebuilding? Mr. Cahalan said Chief Barndt will be coming on November 7th to give you an update on the progress they've made with rebuilding the station and replacing the equipment that was destroyed. Mr. Sal Ghazi, President of the Se-Wy-Co Fire Company said where we are right now, we're in final negotiations for the first piece of equipment, which is the tanker we lost in the fire. That should be on order in October with delivery in about ten months. The engine is soon to follow. They are working with an architect right now to get plans and we're still in negotiations with the insurance company over the value of the current loss. Until they settle with us, we're still moving forward but we need to come to an agreement of what the true value of the loss is. The plan is to rebuild a station right there on the site. It may be back a little further off the road and we're hoping to start by the end of the year. Mr. Maxfield said have you made any modifications to the function of the building? He had talked to a couple of people after the accident occurred who were local and they were talking about the difficulties of the fire trucks leaving the site to get water, and someone had suggested a possible water tank on the site. Other people talked about with conjunction of the police, a remote little station. He's not sure that was all about. Has anyone talked about any of those ideas? Mr. Ghazi said the ideas they have right now is all the upgrades for code. The building was built long ago and now they have to bring it up to standard. That current building will be at full standard and capable

of housing the equipment to go into it. With the tanker in there, he doesn't know why someone said there's an issue with water. It's a well there, so we don't ever run out of water. Mr. Maxfield said they said the trucks had to leave the site to fill up to come back again and it was taking a lot of time. It was because the station itself was on fire, so that wouldn't normally happen when the station is okay. Mrs. deLeon said where's the nearest fire hydrant? Mr. Ghazi said you have the creek right there and the pond right there. The reason there is a tanker on that side of the Township is there are no hydrants. That's our priority to get the tanker replaced.

Ms. Gorman said under Planning and Zoning there are not too many changes. We did increase some money for the Open Space Preservation Study and what that really is, is the appraisals that need to be purchased. When we go to DCNR and are awarded a grant, we have to do two appraisals to comply with that grant. Basically, she needed to put more money in there if we applied for grants from DCNR for anything else for next year. She needs more room for getting the appraisals done. That's also when we apply for the grant, that money is added in to it for whatever the grant costs are. Typically we don't get the money back for a year if we're awarded.

Ms. Gorman said further in the budget, we're also recommending that Council consider we take expenses in the General Fund that are geared toward Open Space purchases and move them to the Open Space Fund and take them out of there. That would be something you would need to direct us to do. This is one of those expenses.

Ms. Gorman said Emergency Management, Crossing Guards and our Emergency Fund. In Emergency Management, there is no change. That's for Mr. Cszasz for any given year from his monthly stipend. Crossing Guards were in our inter-municipal agreement with Hellertown and the Saucon Valley School District where we each pay a percentage. Hellertown up fronts the cost and we reimburse them. The Recycling is the Compost Center. We're in an inter-municipal agreement with them as well. We try to form a budget at the Compost Center and both municipalities have to put the same amount allocated to continue funding for that. That you will see in the Special Funds under Special Fund No. 7. Mr. Cahalan said to add about the Compost Center, Ron is a member of the Yard Waste Recycling Committee. The Compost Center has gotten more and more successful. We are over 6,000 visits to the center when it's open from April through November. A lot more Township residents are starting to use the center. We had a high number of Hellertown residents, but the Township numbers are increasing. There is a demand to increase the hours that the center is open. We are looking at not to use more of our Township budgeted funds which go for paying for the wages of Public Works employees who manage the center on Friday and Saturday when it's open, but what we are looking for next year is a recruitment drive to get volunteers to work up there. We can train them, provide them with safety equipment and can man the gate. They won't be involved with any machine loading of the mulch, but they can man the gate and possibly if we have enough volunteers, we can come to both Council's and recommend that the Compost Center be open for more hours a week and that's something that people are looking for as it's a very popular spot, both to drop off material and to get the free mulch we produce from grinding all the yard waste. Mr. Horiszny said there are almost 1,400 people registered as users and it was almost 7,300 visits.

Ms. Gorman said Public Works, Roger has really has not many changes on there. The only changes are under the Capital Outlay and he's requesting \$9,800.00 for the water tanker that we had discussed earlier. Mr. Rasich said that's for use of dust control at the Compost Center and the Saucon Rail Trail, it will also allow us for new plantings at our parks to water them on a regular basis as there are no fire hydrants or wells or any means of getting water to Kingston Park and Polk Valley Park. Mrs. deLeon said does Hellertown have one of these devices? Mr. Rasich said not to his knowledge.

Ms. Gorman said under Recreation, it's pretty much the same. We increased the contracted services as the treatments for the lawns are coming up for bid renewal this year. She's not sure if lawn mowing is as well. She doesn't know if we received an acknowledgement to whether they

will renew. Mr. Cahalan said this will be the second year, so we may want to rebid the lawn mowing. Mrs. deLeon said this is the first year. Mr. Rasich said they have expressed interest in doing the mowing for next year. Ms. Gorman said what we typically do is bid for those services and we have a contract renewal clause that if both parties agree, they can hold the same price and provide the same service for the following year so we only have to bid once every two years. It was just this past year that the last lawn mowing company said they didn't want to extend a year so we had to go out for bid. Mrs. deLeon said she doesn't see any issues at the Homestead. Mr. Cahalan said they are doing a good job and are being monitored by Public Works. If there is an issue, we deal with it and make sure it's taken care of promptly. Mr. Rasich said there's always a learning curve until the new people get acclimated. Mr. Maxfield said what's the reason for the \$4,000.00 jump in the summer youth program? Ms. Gorman said we had asked the Saucon Valley Community Center to provide us with a cost for a program at Polk Valley if Council wished to expand that. Right now we have Town Hall Park and Southeastern. Mr. Cahalan said we dropped Steel City because we were in the waiting year and the next year we are going to be doing construction. We are discussing with Council the installation of a pavilion up at Polk Valley and once that's in place, the park would be adequate for a summer recreation program and it would be a large one compared to the one at Town Hall. It will be very popular and there will be a little bit of increase in those costs. Mr. Maxfield said the pavilion is planned for this Spring? Mr. Cahalan said we are looking at the pavilion model you preferred for Kingston Park which will be the first step. Roger has looked at that and we will have to have a company come in and erect it as it's a little bit more complicated than we thought. When it's done for Steel City, we'll know what the path is to come back and discuss. We have to discuss the siting of the pavilion at Polk Valley Park. There were some issues of the view shed. Once we do Kingston, we'll have an idea of what it will take to install it at Polk Valley. Mrs. deLeon said didn't we approve something? Mr. Cahalan said it was in the plan and there was a place for a Tot Lot and a pavilion and a future site for a recreation building. The discussion we heard from Council was we were going to go out and mark it and Judy was going to show what the height would be so you could see what it would look like once it's in place. If you wanted to make any changes, you could do it at that time. Mr. Maxfield said we talked about the view all the way up to the Delaware Water Gap and not wanting to lose that and have it blocked by a pavilion. Mr. Horiszny said a decreased amount for pool passes? Ms. Gorman said what we do for that is at the end of every summer season, she gets the information from Hellertown as to how many LST bought passes and the following year she budgets to reimburse them the difference. That was established by inter-municipal agreement back when we started this. There's the Minor Equipment for the hand blowers in the bathrooms.

Ms. Gorman said Library Contribution from what she read, they didn't present they were going to ask for an increase, so she budgeted for the same amount.

Mrs. deLeon said back to the pool passes. Our residents will be paying the same fees as Hellertown. Ms. Gorman said that was a couple of years ago. That was to make it simpler for the people at Hellertown. They don't have to identify who is Hellertown and who is LST. Mr. Cahalan said they don't have to come back here and get a reimbursement. Ms. Gorman said it was an additional step that wasn't warranted.

Ms. Gorman said Conservation we usually keep the same amount in there. That's any money for EAC members or Open Space members to go to any conferences or if they needed anything.

Ms. Gorman said Intergovernmental Expenditures that's kind of intergovernmental revenues on the other end. If we're doing business with another municipality and we're billing services in or out, that's what we usually pay out of that line item. That's usually for your DUI program and the PD works with Freemansburg and Hellertown.

Ms. Gorman said Business Insurance we had a slight increase. She is looking for a second quote which she should be getting before the preliminary and the Workers Comp insurance coverage goes from September to September so we'll be looking at that as well. Mr. Cahalan said we did

advise you earlier about the issue with the Workers Comp insurance where the State passed legislation that made it easier for Firemen suffering from cancer claims to submit those for Workers Comp coverage, which is a good thing if they are attributable to their fire service, but what it did was made the insurance companies look at that and say this is going to be an additional cost, so that gets passed on to the municipality. We were notified of that and we notified all the fire companies. We will continue to cover them for worker's comp but we are looking for a savings in that if we can achieve it. We are trying to hold the line so it doesn't get out of hand. That's every municipality in the State of PA which is faced with that. We are working with a couple of different options by the end of the year. Mrs. deLeon said do the fire companies keep a list of what they consider as a roster? Mr. Cahalan said they are required to submit that roster to us. If there's an injury, they have to file a report with Leslie and she will handle that through the Workers Comp just as she would with an employee of the Township.

Ms. Gorman said below that is the Employee Benefits. We were pleased that our medical insurance did not go up significantly as thought. We are estimating a 4.3% increase. The difference you see between the budgeted and proposed is basically employee changes. If somebody leaves and somebody comes in, somebody may not be married, somebody was, that's subject of change. The unemployment insurance, we do have enough money in there currently. We are at 3% and PSATS said they are going to charge us an extra percent come next year for unemployment insurance. Income protection and life insurance will be going into our third year agreement that they were holding our rates down. Pension fees we are contractually obligated to reimburse the pension plans for any administrative fees that are withdrawn from those plans and the actuary fees. Our MMO's which we brought to your attention back in September for non-uniform it was \$82,475.00 and for our Police it was \$258,715.00. The corresponding revenue from State Aid is in the revenue line items and it was projected to be \$183,000.00. Mr. Horiszny said the chart has an error in it with the estimated year. Ms. Gorman said she will change that.

Ms. Gorman said Matching Grant Allocation we usually keep something in there in case we have a small DCED grant that may come up.

Ms. Gorman said the paid bills for prior year we usually have that as that's a modified cash basis requirement and then we're budgeting \$35,000.00 to be transferred over to the park funds to keep them funded for the developments and in our Contingency we are estimating the \$698,642.00 giving us a balanced budget at \$6,851,346.00.

Ms. Gorman said our Special Funds if you remember back in 2008, we established an operating reserve fund where we were trying to save as much money as we could in the event of an emergency or if at some point down the line, tax increases were going to be needed. The initial onset of this is when we did it in 2008, we hadn't been able to fund in 2010 and 2011 because the economy was so bad, but we did start funding again and are hoping to continue that so we can get to an estimated level. Our targeted level was \$1 million so that if something should happen in a catastrophic event that there is money available to start work immediately and then deal with any kind of grants or FEMA afterwards.

Ms. Gorman said Landfill Revenue Fund you'll notice that the projected beginning balance at the beginning of next year is \$746,000.00 and we'll be receiving a little bit less than \$2 million in the tipping fees and about the same amount in the royalty fees. You'll also see under State Grants, that's the Host Municipal Inspector grant. Out of the expenses, we're paying for the consultants for the Host Municipal Inspector any legal fees incurred and consulting fees for the Landfill Committee and paying down our debt and transferring to the fund which we would be transferring to the Operating Reserve Fund, the General Fund and our Capital Improvement fund which was brought up at the 10-year capital plan. Mrs. deLeon said the escalated is 4%? Ms. Gorman said yes. Mrs. deLeon said the reason it's less than last year was because there was extra tonnage taken in because of the floods? Mr. Cahalan said yes, New York City, there was additional deliveries made over the weekend. Mrs. deLeon said they exceeded their daily and monthly tonnage? Ms.

Gorman said yes, the actual for 2011. That was the winter problem. That was a deviation we were told that wasn't planned for. Mr. Horiszny said is there nothing under 492.011? Wasn't his salary supposed to go to the Fire Equipment Fund? Ms. Gorman said that goes in to Fund 30. That's the actual Fire Equipment Fund. Ms. Gorman said they also have their debt itemized in that fund. Mrs. deLeon said BRE royalties will be down for this year because the plant hasn't been operating continually since April. She asked Sam if it was operating today? Sam Donato said as of today, no.

Ms. Gorman said the next fund is the Open Space Fund and you'll see that we have \$3.5 million projected to be the beginning balance. We always estimate coming in at that point, 0.25% of EIT of approximately \$830,000.00 a year. Contributions from two of our Council members is also noted and this is a guesstimate on her part, granted anything that is discussed in Executive Session and if something does come up and she finds out about it once it's decided in public, so she tries to budget a certain amount as to what might occur. It doesn't mean that it will. You can see through the history the amounts that were paid out. The \$10,000.00 is for consultation from Heritage Conservancy and any work they might do for our Open Space Program and that would leave a beginning balance for 2014 of \$3,378,316.00. The expenses that are incurred in the General Fund, we estimate on an average, it's about \$60,000.00 that is handled for legal, engineering appraisals, that sort of thing. We had recommended and if Council wishes us to go in that direction, to start taking some of those fundings or all of those expenses out of the Open Space Fund as opposed to pulling them out of the General Fund, but we would ask for your direction in doing that. Mrs. deLeon said she would be totally supportive of doing that. She was against this from the get go. She thought that anything that had to do with buying open space should come out of the Open Space referendum money, so she'll be happy to make a motion to support the administration's recommendation to be charged out of the Open Space Preservation Fund. She would move that out of the General Fund to the Open Space Fund.

MOTION BY: Mrs. deLeon moved to support the administration's recommendation that the monies be moved out of the General Fund to the Open Space Fund.

SECOND BY: Mr. Horiszny

Mr. Maxfield said he'd like to discuss this. Mr. Horiszny said he believes in the past we were not allowed to do that at the very first so that kind of expense can be charged to the Open Space fund now? Mr. Cahalan said we did get a legal opinion from the Open Space Solicitor saying this is allowed under the law. Mr. Horiszny said he doesn't think it was when we first got our Open Space...Mrs. deLeon interrupted and said Mr. Cahalan could you send us a copy of the memo dated in 2008 or 2009 when we did this and she remembers voting against it then. Mr. Cahalan said the one issue that was raised and he doesn't believe it's an issue, but someone of the public said it wasn't explained fully in the referendum question that was put to the voters. Legally, it's permissible to charge these necessary costs to the Open Space Fund. Mr. Maxfield said he would like to hear a breakdown of all the different items that contribute to this money. You said there were consultant fees, surveys, appraisals, is there anything else? Mr. Cahalan said mapping, design input, and legal negotiations, but we can come back with the actual breakdown. Mr. Maxfield said he has no problem with appraisals because those are a set fee and we know how much we're going to pay for an appraisal. He has a little bit of a problem with a subjective sort of action being taken where someone bills us for a certain thing. When someone sees a fund sitting there with a million dollars in it, that the billing could be a little inflated and he wants to avoid that. He does think the appraisal being as set fee makes sense to take out of this. Mrs. deLeon said she doesn't think appraisals are set fees. Aren't they based on the land and the involvement, whether how many houses, how many that? Mr. Cahalan said what we've been doing in the past is when we come to Council and request your approval, the do not exceed figure, is generally around \$3,500.00. We offer that to the appraiser and he doesn't think anyone has turned us down. Mrs. deLeon said some are lower than that? Mr. Cahalan said yes, we did get one that was lower than \$3,500.00. Mr. Maxfield said his argument is that we know what we're paying when we authorize it. When we authorize work to be done like a survey, we don't know what we're paying for and it could get

really thick as we've seen in the past. If we have fixed costs, those he would be in favor of, but the subjective ones, the ones that are billable hours, whether it be from consultants or engineers, he would not be in favor of. Mr. Horiszny said we still need to approve those as they come in. Mr. Maxfield said if we authorize a survey, we've put caps on actions before like that. We've said survey not to exceed a certain amount. Mr. Horiszny said we should continue. Mr. Maxfield said we should, but if we get into a situation where there are boundary problems, those survey costs can really climb and they have in the past. Mr. Cahalan said we did have a problem with that with the Benner-Whitmore property that was purchased. There was a problem connecting the lines on that and it tends to drive the cost of the survey up, so Mr. Maxfield is correct. You can't ask a surveyor to do it for a flat fee as they may come back and say they can't complete it. Mr. Maxfield said they had a problem similar to that on the Dravec property where things didn't line up and stakes were not located. Those kinds of things, maybe some day, but not for right now, we should not be withdrawing from the Open Space Fund and really limiting our ability for buying more property with subjective costs. Mrs. deLeon said the response is there's a contingency of \$3,378,000.00 and then plus the money that's already in there, that's a lot of money. What's the total amount then? Mr. Cahalan said \$4,388,316.00. Mrs. deLeon said your argument could be whoever we are billing could look at our whole budget and see \$6 million. What's the difference if they are looking at the General Fund or looking at that line item, the bill is the bill and it's a legitimate expense? The solicitor is saying that we can do it and our General Fund shouldn't be paying for it. She does have a motion on the floor. Mr. Maxfield said again, he wants to express that we have a certain amount of money that we buy land with and while \$3 million may seem like a lot of money when you say it in words, it's not really a lot of money when you are buying property. It adds up quickly. The appraisals added onto it make sense to him. That goes into the total cost, we know what that's going to be when we go into authorizing that action. An open ended thing, he's not happy with. Mr. Kern said he agrees on the open ended items, that's a challenge. Mr. Maxfield said it could be a problem. Mr. Horiszny said we shouldn't spend the money whether it's for open space or closed space if we are buying something; we need to be cautious regardless of what it is. Mr. Maxfield said he doesn't want to say people are doing anything illegal, but we've seen inflated things in the past where it's possible. He wants to stop that sort of activity. He wants to get it for a good reasonable price, something that makes sense. Mr. Cahalan said one of the things we're working on is building up a list of consultants that we can use for these type of services. In the past, we had one appraiser and one surveyor, but we are working with the EAC to come up with a list so there's a choice we can go to so it's not always the same consultant that we're using to provide these services. Mr. Maxfield said we never even taken a bid on any type of surveying action where somebody looks at the property and says I may be able to accomplish this within a certain range. We don't have any competition built into that type of thing. The completion is what would keep our costs up. Mr. Horiszny said is that something the Open Space Committee can work on when they suggest a purchase or an easement that they say we need to get this surveyed, but we need to be cautious about the expense. Mr. Maxfield said they've already made recommendations to the staff on companies and things like that. Mr. Maxfield said they made recommendations on if you put type of pins or monuments as there's inexpensive ways of doing that too. Mr. Kern asked if there was anyone in the audience? Mr. Gene Boyer said he understands what Tom is saying about keeping the cost down. When you go out to these people and you are going to do this kind of information, do you tell them you are taking your money not out of your pocket, but you are taking it out of a specific fund when you are doing appraisals? It's his money, it's coming from his tax money, so it's like if it comes out of the Open Space Fund, he doesn't really care why would it come out of the General Fund. It's not anymore restrictive. He doesn't think Mr. Cahalan is telling them anything different. They are trying to get the job done, so why would it be any different when it would come out of the Open Space Fund where there is a lot of money and it's not helping to spend money out of the open budget. It's a place where the money is to begin with, and it's now legal to do it, just everybody has to be on their toes to create a highlight of keeping it down or whatever. Mr. Maxfield said it is tough, but when they are going out to these appraisers and engineers, they are people who do this type of work all the time. They are familiar. Anyone who is involved in open space knows what the communities are doing with their open space money, so they know where the monies are coming from. If it's coming from a wide open fund

sitting there with a few million dollars, you bet they know it. Mr. Boyer said take what you just said. If you come to me and he's one of those people, and knows there is open space money, are you going to tell him it doesn't come from open space money, it comes out of our general budget? Mrs. deLeon said yes, so who cares. Mr. Maxfield said they would know that. Mr. Boyer said how would they know that unless you tell them? You are going to pay the bill but unless you tell them that you have an open space fund that has \$4 million in it and you want my services, unless you tell me that it's coming out of the budget, he doesn't know if it's out of open space or not. He may think it's coming out of open space and bill you higher anyway as he sees that money in there. It doesn't make any sense to him what you are saying. Mr. Maxfield said it may not, but he's talking about a principal thing. He doesn't think we should have billable hours coming out of the open space fund. People voted for open space to acquire open space, not to have subjective billable hours attached to that fee. What we're trying to do and what we've always tried to do was maximize the amount of property we can get with that money. The more money we have in there, the more property we can get. It's specified for that reason and for that use. The General Fund is not and we can pull from that and do what we need to. He likes keep it maximized for open space. We've talked about this before. Why do we want to keep pulling small expenses away from the Open Space Fund where it may limit us what we can get in the future. \$3 million around here is not going to get us enormous amounts of open space property. The Open Space Committee and the EAC have been discussing with landowners for years to acquire pieces of property and we have a lot sitting there that are in process. Part of that money is very soon going to be going somewhere. He wants to maximize what we can get. Glenn knows this as he preached it. Every time we can get a piece of property, the more property we can get, the better we can offset the taxes that people pay. Mr. Kern said it's the school tax that really hurts. That's where it hits the pocket book. That's where the Open Space Fund offsets the school taxes. Mr. Boyer said it's a small amount of money that comes out of there. If it's legal, if it's not unethical, no matter who bills you, they are going to look at your budget and if all the money that's in these special funds plus the operating budget and say they are going to bill accordingly. If they would bill some other Township differently because they have lesser money in their budget, that's where it comes from, so he doesn't think it makes any difference. He can appreciate we want to keep it down, but out of \$3 million he would hope these kind of fees aren't hundreds of thousands of dollars. He thinks its pennies. Mr. Maxfield said it is also legal to take it from the General Fund. It's a choice we get. We can take all of those fees from the General Fund, but he can see the wisdom in what the staff is proposing too, but again, if we want to keep that open space money to use, he wants to stop from pulling little bits away from it all the time. Little things can eat away at it so fast. The engineering bills that come in for just small things, what we pay out in a month, is phenomenal and he doesn't want the Open Space fund going like that because engineering fees are coming out or whatever. Mr. Boyer said the staff recommended we should take it out of there and Priscilla was agreeing to that, and Ron will second the motion. It should come out of the Open Space Fund. Ms. Katherine Bauer, 1851 Mallard Court said what she seems to make sense that anything that is coming off of the purchase agreement would be part of the open space so you would have your appraisal in there. You might have other fees as well and may not include something that would go to the General Fund. She agrees with Tom in that she wouldn't want the open space, which by the way, she's kind of disappointed that we haven't been able to do more in that regard, she would hate that to be an open fund that all of a sudden becomes a place for a lot of fees to end up. If we did limit that to only those things that appear on the purchase agreement, that would make sense to her. Mr. Ghazi said as a homeowner, 2523 Black River Road, he pays a quarter of a percent a year of his taxes to the open fund. Now you are asking me to also pay a percentage of my homeowner's taxes to fund what you are doing with my money. Why isn't it coming out of that account. You are charging me the quarter of a percent of his salary and now you are taxing him again to fund that work. Mr. Maxfield said because the money that we can pull from the Open Space Fund to buy land, the more land we can get, the better the benefit is your taxes. Mr. Ghazi said it's not because what you are doing is you are doing the cost of doing business to buy land and funding it somewhere else. That should be in the cost of the land. Mr. Maxfield said when we buy open space and it becomes open space and does not become development, the savings to you are way beyond what this Township would pay from the General Fund for appraisals and things like that. Way beyond it. Mr. Ghazi

said you are buying a piece of property and the cost to do that should come totally out of this fund. The other money should be used other places where it's more needed. There's money you are using that can go other places if you would pull the expenses out of here. It's the cost of doing business for buying property. Mrs. deLeon said she agrees. Matt McClarin said he agrees with what Mr. Cahalan said and what Tom said about using a specific surveyor, specific engineer, he thinks that keeping things competitive and not relying on the same people will get us out of trouble more often than not as the same person is going to run the bills up if he continues to have the surveying job or anything else, along with clauses in the contract, if they do run into problems, you can get an estimate from someone else. Estimates from other spots is not a bad idea. Mrs. deLeon said we should be doing that regardless if it comes out of either fund. Mr. Maxfield said if we have to buy a piece of property, we're not going to pull any money out of the General Fund to buy that piece of property. If it costs \$850,000.00 to the Township, none of that \$850,000 comes out of the Township fund. We don't pull it where we need it, that's not how the open space works.

ROLL CALL: 3-1 (Mr. Maxfield – No)

MOTION BY: Mrs. deLeon moved that for next year's budget we should reimburse the General Fund this year for whatever expenses we spent should be reimbursed by the Open Space Fund for 2012.

Mr. Maxfield said here we go already chipping away at it. Mrs. deLeon asked how much money that was? Ms. Gorman said approximately it's averaged for the past several years about \$60,000.00.

No second, motion failed.

SECOND BY:
ROLL CALL:

Ms. Gorman said the Composting Center and Recycling Fund which is Fund 07. You'll notice \$20,000.00 from municipal contributions which would be \$10,000.00 from us and \$10,000.00 from Hellertown. Basically it's just paying for phone, electric, anything the guys need up there, advertising costs, ID cards. The maintenance of \$20,000.00 is primarily used for anything they might need for maintaining the drive going up there or the grinding that is required to be done. The grinding alone is approximately \$6,000.00. Mr. Cahalan said we have to do at least two of those a year. After the storm we had last Halloween, our PW Department was out clearing roads and a tremendous amount of material was taken up to the center. We had additional grinding. Ms. Gorman said the mulch is available for residents of LST and Hellertown Borough, and it's \$10.00 per truckload. Mr. Cahalan said that will be increased next year to \$15.00. Mrs. deLeon said weren't we at a SVP meeting when the name cards or tags were discussed? Mr. Cahalan said for next year? Ms. Gorman said at the Composting Center meeting we discussed the ID cards or the stickers on the windows. Mr. Cahalan said we brought to both Council's about issuing the ID cards this year and we started doing this when the center opened in April. We are up to over 2,000 cards being issued to Hellertown and LST. Once it's issued, they just show it at the gate and drive through. If we have to replace them we are considering doing it from our office with a mailer that would go out with a card. We found out there was a real bottleneck at the gate, 98% of the people came to the center for the card and 2% came to the offices. He was up there and had 7 or 8 licenses in our hands at one time. We'll make it a little bit easier next time. Ms. Huhn said what Tom Rieger brought up at the SVP meeting was that people were washing their cards as they were in their pocket. Mr. Cahalan said if you took the card and put it on the dashboard, it faded and looked the same color. Ms. Gorman said she wouldn't recommend the guys laminating the cards. Mr. Maxfield said at his school, they have cards that hook on the mirror and he's had one on his card for years. Mr. Cahalan said that's a little bit more expensive. That is something they could look into. Ms. Huhn said they also talked about the cling you could put on the windshield.

Ms. Gorman said Fund No. 10, Council approved the creation of this fund this past year. It's where we will be depositing money we get from the casino gaming authority. The fire expenses, that

\$53,000.00 we haven't received it yet, but she anticipates receiving it by the end of the year and that's for the battery backup system we were awarded for the traffic lights. We'll be starting to work on bid documents the beginning of next year. The \$100,000.00 for Police, it seems that the LSA is okay with funding police and certain fire apparatus and EMT items, so that's why she only created three different line items. This is where we are depositing the money and paying single items out. When she receives money from the officer, she would transfer money in to the General Fund once the expenses are incurred. Mrs. deLeon said is there any way you can list what we received? Ms. Gorman said she can put it in the back as a separate page. We did receive a lot of money and it was joint ventures also. Mr. Cahalan said we have a grant funding review in the back and she has the casino impact items there. Ms. Gorman said Mrs. deLeon wants it from the beginning.

Ms. Gorman said Storm Sewer Capital Fund, Roger could tell you more about it. We've had it since she got here. Roger usually pulls money out when need to repair any storm sewer and to purchase storm sewer pipe projects.

Mr. Cahalan said Fire Equipment Replacement Fund, this actually goes together with the earlier discussion about the proposal for the fire tax. This was where the fund that was established where the money would go in and the fire chief's would come to Council with requests for equipment and any allocations would come out of this fund. As we stated, we have not funded this for several years. One of the reasons that we stopped funding it was because the Fire Chief's back in 2009 started discussions of a merger and consolidation of the four fire companies. One of the first things they did was put together an inventory of the equipment they all had. There was a general consensus that there was more than enough equipment and it was what they felt was necessary to fight fires. One of the things we were looking for in the process as they moved towards consolidation was that the existing equipment, which was 27 vehicles, would be decreased and they would sell off old equipment and pool equipment since they would be operating together. That was one of the things that drove our recommendation not to fund this account for fire equipment and plus we also started talking about the idea of a fire tax to fund future contributions for equipment. The consolidation has been a success in terms of Se-Wy-Co and Leithsville, as they are now one company. When they merged, they did sell off some equipment and decreased equipment they had. Southeastern and Steel City are still considering it. We talked to them at the meeting and they agreed to continue to talk about it but we still didn't resolve the issue of the equipment level for the Township fire services and he also should note there's been one request for new equipment that came to staff from Southeastern for a new engine. We indicated to them that the only option for them would be to apply for a gaming grant for casino funds. Under the old policy, before that came to Council, the request had to be signed off by all of the Fire Chief's and as far as he knows, that has not been done. Mrs. deLeon said is that a recent request? Mr. Cahalan said earlier this year. It didn't come to the Council, it came to the staff level. Mrs. deLeon said we should have gotten a copy of that. Mr. Cahalan said there was no copy, it was a discussion with the Chief and he indicated they were looking at specs for a new engine. We told them the status of the fire equipment fund and told them if they wanted to come to Council, follow the existing policy. That has not happened. The casino grants are not reliable for this type of purchase. That's sad to say but that's reality. That's the situation with the fire equipment replacement fund and that's why we are recommending a fire tax going forward. Ms. Gorman advised Mr. Horiszny that his donation isn't in there, but she'll make sure it's in the preliminary. Mr. Ghazi said as President of Se-Wy-Co, in the 15 years he was President they bought \$3.5 million in vehicles. They are all paid for. They've worked with the Township and the State and they've gotten money from everybody. They raised money and they paid them off. The last truck was \$1 million. They proposed a fire tax of 0.25 which will bring in about \$100,000.00 a year. Their next piece of equipment in a few years will be an engine and they may not need it as they are buying a new one because of the fire, but they have the only ladder truck in the Township. That ladder truck in ten years will be too old and it's \$1.6 million to replace it. If you do the math, at \$100,000.00 for ten years, isn't going to get that truck paid for. We've always had an agreement, that at the minimum, the fire companies have to put up a percentage of every truck they bought, and they lived up to that. The old days, they would sell

hoagies. If anyone wants to buy \$1.6 million in hoagies, they will make them, but it doesn't happen anymore. There needs to be a long term plan. With the merger, they sold four of their 11 pieces, so they are down to 7 pieces now. Eventually the ladder truck, which is the big ticket dollar in the Township, will need to be replaced. We have time, we have ten years to do this but at \$100,000.00 a year, you're not going to get there. If we ever consolidated from three down to one, they'll be other pieces sold and we would keep the newest pieces. In ten years the ladder truck will no longer be usable. Mrs. deLeon said she knows where you can get \$60,000.00 to be put in there for this year. Mr. Ghazi said we got time to plan. A fire tax is a good thing, but that's not going to get us there as there will be other companies that will want equipment before that. Mr. Cahalan said there are a lot of pieces to this, and Sal is talking from his merged fire company, but we need to bring the other fire companies also in here to discuss what their needs are and look and plan ten years down the road for what those needs are for the consolidated fire company. One of the things that we discussed when we were meeting with the Chiefs is that we also brought Dewey Fire Company to the table and that was because the Hellertown Council members also wanted them to join in the discussions. We are actually looking for a consolidated fire company that would include Hellertown Borough. In reality, they are already operating as one fire company. They are already responding to fires. They work seamlessly together fighting fires in Saucon Valley. We are looking at combining the financial resources from each community. What we showed can be achieved is that you have over \$500,000.00 a year in income that would be available to a consolidated fire company. Also down the road, if there is a consolidation, not only the amount of equipment would be reduced but the need for some firehouses would also be reduced. Those are all the issues we discussed but this will put us on the path to starting to finance this equipment with a dedicated amount of income that we won't have to come back to you every year and say we need additional money which was happening several years ago. We put money in and thought we were on a path like Sal is talking about for ten years, and it disappeared the next year and we had to start all over again. Those \$1.2 million aerial platforms can also be financed and we can look into other options for bonding and lease purchase. This will give us a firm basis to pay that off. It's a start. You may decide in the future to increase it, and we think now it's the right way to go. Mr. Horiszny said didn't one of the proposals indicate that we would have to have a one mill tax for fire tax? Mr. Cahalan said we did discuss that. Mr. Horiszny said you are saying if we did go with five companies into one we would still have to go up to $\frac{3}{4}$ or get to one mill. Mr. Cahalan said just like we are jointly discussing efforts with the library and police consolidations, we're all looking to make some economies and they would be looking to equalize that fire tax that they are paying and consolidate it with what we are doing so we have a good sum to pay for fire equipment and also the operation of the firehouses, wherever they may be. Mr. Horiszny said this is a little bit wild statement, but with money so cheap right now, maybe we should buy a new aerial ladder truck right now and handle the debt service with \$100,000.00 a year. Mr. Cahalan said following up on that idea, if you do that, there's a couple of other caveats we would suggest with that. Right now if you contribute to any fire equipment, you don't own that equipment. You don't have any say so in what type of equipment, not that Sal and his firefighters are going out and buying all kinds of wild fire equipment as they buy good solid fire equipment. You don't have any say so in establishing the requirements for that and you don't have any say so in when they dispose of other equipment. If you are going to move in the direction of purchasing and paying for the whole amount through financing, what we recommend is you also look into similar arrangement that Hellertown has. They own the equipment that is purchased with the fire tax. Mrs. deLeon said when you sell the old truck and she has to tell you, and she had it on display and you took Council in the ride, and they were up 105' but it was beautiful. When that vehicle sold, we don't get that money back. Mr. Ghazi said it goes right into the next truck. Mrs. deLeon said what about the four other fire companies when they replace their trucks? Mr. Cahalan said it's their trucks. Mrs. deLeon said that's what she's saying. That money goes back into their fund. We don't get that back. Mr. Ghazi said we reinvest it into the next truck. The percentage you pay is lower because that goes right back in. Their ambulance was \$100,000.00 and they sold it for \$5,000.00; an engine that cost them \$300,000.00 brought them \$10,000.00. The only reason we're getting the big dollars is its going to South America. One point he wants to make, is 25 years he's been working for the government and if you are going to take ownership of that equipment, you are also responsible for

the maintenance of it and the insurance. We could just sit there and let it go as it's not ours. If you come to their station, you see they take pride in their trucks. Their trucks they get top dollar when they resell them as they look as new as they were when they came off the line. You are going to take ownership of a piece of equipment, you now have the responsibility to take it and insure it and the cost may be more than you think your percentage of paying the truck may be. It's something we need to look at. As a government, we don't ever want to own anything and it will always break and we'll always have to pay to fix it. We would rather have the guy who operates the facility own that piece of equipment as if it breaks; he has to fix it as it's not ours. That's something you have to look at. Mr. Cahalan said he's not critical of what you guys are doing as they do a terrific job, but we just talked about going out to look for the best price for services. If you are having four different mechanics working on fire trucks, you may be able to get some savings there. He's saying consider that as some of the caveats that would go along with putting the money out to purchase the equipment. Mr. Horiszny said do we need to make a motion regarding a fire tax? Ms. Gorman said you would do that at the preliminary so we can advertise it. Mr. Horiszny said is it's a quarter of a mill, will that be enough based on Sal's 10-year plan, should we go for a half when we do it? That's something we need to consider. He wants to go back to Page 82, the landfill debt serve. It's says LST debt, and we talk about the Township building and payments 10, 11, 12 and 13. Then we go to Polk Valley Fund and its payments 7 through 13, then the next one said landfill fund debt service, and gives the year, but doesn't give payment numbers. Ms. Gorman said that was the loan we took out. Mr. Cahalan said that was for the NorCar property where the dog park is. The remainder of that is for the development of the other parks like Kingston Park, Easton Road Fields. It will be used for the trailhead and some of it went into the Steel City Park fund. We can have Cathy add what number payments. Mr. Horiszny said the big question is why does it say landfill fund debt service? Mr. Cahalan said because it's being paid out of that fund. Mr. Horiszny said it's not a landfill debt? Ms. Gorman said no. It's just the debt service under the landfill fund account. She can modify it to make it clearer. Mrs. deLeon said over the last couple of months we asked for clarifications of this, but what Jack just said about the dog park, could you resend that to us so these three different loans what they were for from the get go and what the starting amount was. When was the last time we looked at the interest rate on these? Ms. Gorman said she gets calls from the bank annually. We're with Fulton or Lafayette. Mrs. deLeon said have we looked at other banks. Ms. Gorman said there are pre-penalty fees and things like that are attached to this if we closed them out. That's something you have to be aware of that you entered into an agreement to pay down this debt at a certain schedule. There are certain areas we would have to look at a little closer to see if there's significant fees involved. There are pre-payment penalty fees attached to it. Mr. Horiszny said the reason he made the off the wall statement earlier about cheap money is that the authority was looking to fund some stuff and found 1.65% as an interest rate. That seems like inexpensive money. Priscilla's point would probably be worth looking at. Ms. Gorman said certainly. Mr. Cahalan said they will look at it and come back and give information to you. Mrs. deLeon said we borrowed this amount, have we spent the three amounts that are here? Ms. Gorman said this building was the \$4 million and we spent the \$4 million on the building. Polk Valley, we pretty much spent that too. The land in acquisition was needed because the other expenses that were related to the Polk Valley and others that were to be ongoing. Mrs. deLeon said we spent these three amounts? Ms. Gorman said the majority. Mrs. deLeon said you bother her when she says the majority. Ms. Gorman said there's money in Steel City Park still there. That was part of that loan. There's money in Polk Valley Park and that was part of that loan. Mr. Cahalan said there's money in Easton Road fields for development and the Rail Trail. There's money we moved over to the Historical Fund for repairs to our historic resources, so we've been able to maximize the money and put it in those funds. When a park like Kingston Park is finished, there will be some excess funds that will be left over. We'll move it over to the next project. We've been trying to use the rest of this money to complete all of the projects that Council has approved and to get them in with the money that's budgeted. Mrs. deLeon said this money is really in our hands? It's in our budget? Mr. Cahalan said it's not a letter of credit. Mrs. deLeon said what you said about the monies for Kingston Park, the Easton Road Fields, can you make a list of those things and list amounts. She knows it's spread out in the budget, but can it just be in one place? Ms. Gorman said yes.

Ms. Gorman said Landfill Closure, there are bonds that IESI and DEP has to mitigate the close of the landfill. HEA has recommended the Township keep on reserve \$300,000.00 to assist the Township with any kind of closing costs it may incur. Mr. Cahalan said he should point out these costs would be for our consultants. The closing costs and all the other liabilities would be handled by the owner of the landfill and that would be done through the bond that's being held. The State would be involved. The landfill committee asked Council that funds be put aside. If our consultants or the landfill wanted to do any additional monitoring over and above what is done by the owner and DEP. Mrs. deLeon said this is after the host fee stops. When she first started on Council in 1988, she realized that we would be getting all kinds of reports from DEP and it was the City of Bethlehem landfill, and the reports would just sit on the shelf collecting dust. She was mortified when she read that residents on Applebutter Road were drinking polluted water. Nobody was caring. She had found out there was a landfill committee that was activated year ago and they stopped meeting, so they started to meet again and started looking at the reports and asking questions and ended up getting public water out there. There's going to be reports generated and DEP is still going to be inspecting it and there's going to be all kinds of things going on out there.

Ms. Gorman said Capital Fund back in the early 90's, the Capital Fund existed way before then, but Council had adopted a 10-year capital plan to save mney for future big expenses that the Township has opened itself to doing. That's provided to you in September and pretty much encompasses what our next year would be for that. What we have, the Road and Traffic Improvements she always has that in here and its if it ever comes to fruition, the Polk Valley Road traffic light. Every year she keeps it as an expense that might happen. The Seidersville Hall expenses, we had discussed with Council last year as to the use of the building. There are several needed upgrades to the facility including replacement of the roof and some other items. Mr. Cahalan said new windows, we need to do some insulation so there's no heat loss. We need to upgrade the bathrooms that are in there. They are probably 100 years old. We discussed the basement cleanout that has to be done before we do anything. Roger can tell you this, there are several springs that are underneath that building, so it's pretty damp down there. There's also a section of the basement that has a dirt floor that need to be covered up with a vapor barrier. We need to do some improvements over there if we're going to continue to have the public utilize the meeting space upstairs. It does get used a lot and we do have the senior activities there. We are working with them to discuss their programs and maximize the space that's over there. We would like to take the back area and make it another multipurpose room so we could use that for meetings. This meeting space is difficult to have the public here because we actually need someone to do the audio and someone from PW to be the custodian, so it's almost like an additional cost. Seidersville is much easier to use it as the public community meeting space. We'd like to maximize that as we go along, but we need to bring it up to today's standards. That's what the funding that Cathy has in here for the Seidersville Hall expenses are for. Mrs. deLeon said if you ever redo the bathrooms out there, those old men's and women's restrooms have to be saved. Mr. Horiszny said he noticed that there was heat and A/C questions and he doesn't know if we considered it but maybe look at a gas-heat pump situation for that building. Mr. Cahalan said we just put in a new furnace in. Mr. Rasich said that building's heating system has been converted to gas. Mr. Horiszny said if it has to be converted further, would a heat pump be reasonable, to do heat in the winter and air conditioning in the summer? Mr. Rasich said the gas boiler that is put in is 98% efficient and it's brand new. Mr. Cahalan said long-term, as far as not only Seidersville, but this building, if we could look into some sort of heat pump or geo-thermal, or even hook this building up to the gas line that's right out here on Old Philadelphia Pike, it would save hundreds of dollars that are going up to the ceiling here in electrical costs. We discussed geo-thermal and one of the proposals was to take the multi-purpose field over by PW and that could be excavated and they could lay all the geo-thermal coils over there. Roger would have to figure out how to get it over here, but we could have a geo-thermal system at much less cost and that's something to think about in the future. Mrs. deLeon said that was a grant we got for the multi-purpose field. Were there any strings attached to the grant that it had to remain that way? Mr. Cahalan said no, just that it had to be used as a field. The field would be disrupted for one season. It's not used on a regular basis. It's used as a field

for spillover as lacrosse uses it sometimes. Mrs. deLeon said would it be returned back to a field? Mr. Cahalan said yes, once everything was excavated and refilled.

Ms. Gorman said back to the Capital Fund, there's the Vehicle Equipment that's in your detail. We try very hard to pick equipment that does need to be replaced. Anything for the PD, she does try to apply for grants from the Gaming Authority to offset that. Roger does thorough of his inventories and at times, one vehicle might need to be replaced before another, and he needs to modify his 10-year plan. Those pieces of equipment are what we're requesting for next year. Also included is the video equipment. Council had requested that we look into video equipment for Council meetings. We're still looking into that. There are less expensive options and more expensive options, so she just picked a medium range to put in there. We'll come back and ask for your approval on whatever option you would want and we'll go from there. Mr. Cahalan said Leslie and Cathy are looking into this. They looked at a system in Lower Macungie and they will look at the one in Williams Township. Those are video recording that is recorded on the Township website. Lower Macungie is limited and Williams is a little bit more versatile. They can put more meetings on there. You came up with another idea which we hadn't thought about which we actually are capable of doing this on our website. It's an audio tape of the meetings, which several municipalities like Forks Township and Plumsteadville do. That would be similar to the video, but it would be the audio tape and it would be on the website literally the next morning and anyone who would want to listen to that could just go on and play it and then we also would have the minutes, but they would be drastically reduced. Mr. Horiszny said there's \$2,500.00 for transcription fees in the budget and we could eliminate that and eliminate those minutes. Ms. Huhn said we can't eliminate that. Those are for Court Stenographer fees. We have to pay for that service. Mrs. deLeon said the school district is also in the midst of talking about that. Ms. Gorman said one other item that's not on there and Roger had provided the documentation for it, Se-Wy-Co had donated a generator for the PW building and Roger got an estimate to get that installed and it was a little over \$16,000.00. Mr. Rasich said there are two issues with hooking that up properly. The generator itself he has to have it serviced and gone over, but the main problem is the transfer switch and the electrical requirements that ties into the buildings electrical system are rather extensive. On the other end of it, by dealing with emergency management systems, which is who sold that type of generator, it's close to a \$50,000.00 generator, so we are still getting quite a bargain. Ms. Gorman said she will make that adjustment in the fund in the preliminary. Mr. Kern said thanking them for the donation and getting another generator is not a cost-savings option? Mr. Rasich said we'd not only have the cost of a new generator at \$50,000.00 but would still have the \$16,000.00 electrical requirements. Mr. Kern said the electrical requirement is the same no matter what. He thought it was with this particular generator. Mr. Maxfield said is that an expense that we would have to bid out? Ms. Gorman said not under the new regulations. We'd still have to get three quotes. They increased it to \$18,000.00. It used to be anything over \$10,000.00 to bid; \$4,000.00 was three quotes.

Ms. Gorman said the 34 Fund is the Detention Pond Maintenance Fund as the Township owns several detention ponds. We keep money reserved for maintenance of those as they are our responsibility.

Ms. Gorman said Fund 35 is State Aid which is the funding we receive from the State to pay for street improvements or Public Works expenses. They are expenses that are related to the roads that we are maintaining which include street lighting, salt for winter maintenance, repaving any projects. We can also buy equipment as long as we can substantiate that the equipment is specifically used for roads. What we traditionally do is use a percentage of what we can out of this fund and some out of the Capital Fund to pay for the equipment that's needed for Public Works. Roger does a road project or tries to get one scheduled every year for repaving and the paving end of it comes out of the State Fund. The asphalt material is then purchased out of the General Fund. We traditionally get \$350,000.00 from them annually and that would leave \$600,000.00 in the fund for next year.

Ms. Gorman said Town Hall Park Fund, we have fund dedicated to each of our parks. The rationale behind that is for developer fees to go into a specific park. We're asking to transfer \$20,000.00 from the General Fund to put into this fund for next year. PW would like to replace the roof on the pavilion and that's estimated at around \$20,000.00. Mr. Cahalan said one of the things with our parks, we used to do every year, was budget fund for replacement of the mulch that was in the playgrounds. If you recall, PW purchased and installed rubberized mulch, so we're saving some money in each of those parks by having that rubberized mulch which basically lasts forever. They don't have to replace it every year.

Ms. Gorman said Heller Homestead Fund we just budgeted for any general maintenance repairs. We're asking for \$5,000.00 to be put into this fund as of the end of this year what we are contractually obligated for the fund is significantly low and we only have about, this budget was \$14,000.00 in contingencies and she thinks she moved some of that already. \$11,000.00 of it was dedicated to the park, so we'll be asking for \$5,000.00 for next year to start building up. Mr. Cahalan said this past year we did some repairs to the main Heller House. We had some unanticipated repairs that were needed for the flat roof in the back that required some additional materials we had to put on there. We had to bring in the engineer to look at it, so there was additional cost that wasn't anticipated for that. You also authorized the painting of the windows that is being completed. It's a long process because it looked like each step we got to, there would be another complication, so we're hoping that we're almost finished with all of that. We had to replace some of the wood, and then with the painting, the moisture level has to be just right, so that's a delayed process. We also had some expense for the root cellar repair for the slate roof. The rafters have been fixed and that's completed. The last step is painting the root cellar. He'll be bringing Council an estimate for that. Hopefully by the end of the year we will have completed all of the maintenance items on the Heller Homestead. Mrs. deLeon said in September, she had some health issues and she and Jerry wanted to meet with Roger and Jack and Leslie to go to the Homestead and go through the buildings and point out different things that need to be fixed and we didn't do that. The one thing is we're having the windows painted on the Heller House but the Widow's House some of the windows are really rotted. She knows that needs to be looked as we know how expensive that is to fix the rotted windows and by neglecting them, it's just going to cost more money. There's a couple that are really bad and need to be looked at. She's going to try to get together with Jerry and will let Jack and Leslie when they are available. She asked when they thought the completion of the saw mill ruins and the landscaping would be. We tore down the garage and now there's that beautiful orange fencing is up there. Mr. Cahalan said the step we took on that was to ask the Planner to put together a sketch plan. We brought that to a Council meeting and there was some discussion about the plantings and we'll have to bring that back again. It kind of got back to we were waiting for some ideas or recommendations on the type of planting and then there was a discussion about the fencing for the portable toilet. We'll have to bring that back and put it on the agenda. Mrs. deLeon said her concern is that is says on here, possible ADA improvements, and somebody issued guidelines and a date by when they had to be completed, but that was extended? Mr. Cahalan said yes, and we provided that information to you in last year's budget, and we'll bring that back again. We had the Planner and Solicitor give you their opinions about the ADA requirements at our historical structures. We looked at the Heller Homestead and the Lutz-Franklin Schoolhouse. We'll bring that back information back. That was factored into the Planner's recommendation for the landscaping and connecting with the pathway that goes through the park. Mrs. deLeon said normally if someone is in a wheelchair, they usually can come in the sunroom door, but it's difficult going in the grass and there's other people who are ambulatory and have difficulties walking and the steps it's hard for them. You don't want to put in sidewalks and path walks, but at some point, we have to be in compliance. Mr. Cahalan said they were addressing the pathways, but there are some challenges for getting people who are disabled to the house and that's something we will bring back to discuss.

Ms. Gorman said 38 Special Fund – Southeastern Park Fund, we just budgeted some general maintenance in there. She knows we have \$40,000.00. There's supposed to be a proposed gazebo and walking trail and that's what that money was for, but with everything else that's going on next

year with Polk Valley and Steel City, they probably are not going to be looking at that until 2014. Mrs. deLeon said without developers, there's no money to replenish these parks.

Ms. Gorman said 39 Special Fund – Steel City, basically whatever was budgeted for last year we tried to move everything over to start construction and redevelopment of that park for next year. That's our goal to get Steel City done by next year. Mr. Cahalan said we have the approved plan for Steel City. We have the grant money that came from the County and we are budgeting that and are confident that we are going to be able to get everything completed and it will provide a nice upgraded community park in Steel City.

Ms. Gorman said 40 Special Fund – Polk Valley Park, there's still some items, as we discussed earlier, with the pavilion. Once we get some of those items done, then she can petition the County with the open space money that is due to us for that. We budgeted an amount for engineering and construction for those upgrades for next year with Council's approval. Mr. Cahalan said they will finish the meadow planting. They are still waiting for a response from DCNR about the spring versus fall planting. We also will be installing the additional pathway that Council approved down at the bottom of the park and the additional fencing along the trail between the quarries. We also have to put some additional signage that's not that big of an expense, but we will put that up there and we think that once the pavilion is in place, then we're in pretty good place with Polk Valley Park.

Ms. Gorman said 41 Special Fund – Historical Structure Fund we're on target with getting the painting of Old Mill Bridge done by the end of the year. For 2013, we don't have anything projected other than request that we could transfer \$5,000.00 to the Lutz-Franklin Schoolhouse because they need additional funding for painting at that location. Mr. Cahalan said they will be coming back with a scope of services on that. They discussed that at a meeting and he'll be meeting with the Historical Society and coming back with the scope on what's needed to make those repairs at the schoolhouse.

Ms. Gorman said 43 Special Fund – Lutz Franklin Schoolhouse where we have the transfer from the Historical Fund and the \$20,000.00 in for the repainting that's needed. Mrs. deLeon asked if we rewarded this yet? Mr. Cahalan said he's getting a scope of services and will be bringing that back and discuss with Council. Mrs. deLeon said we pretty much use the Heller Homestead one. Mr. Cahalan said we'll follow Mr. Kern's guidelines for oil-based paints and put get together a scope.

Ms. Gorman said 44 Special Fund – Easton Road Ballfields, we have funding in there for the paving. Mr. Cahalan said we have a plan waiting to be finalized that will be brought back to Council that will call for the installation of a parking area on the bottom portion of the property off of Easton Road and there will be access pathways to the lower field. In discussion with Council and the Little League and Parks and Recreation, the decision was to not focus on the second field on the top as it was inaccessible and undersized and presented some safety issues. They will come back with this plan. They have funds budgeted and the work will be done in-house by Public Works.

Ms. Gorman said 45 Special Fund – Kingston Park barring any other weather issues, we're hoping to get this finished by the end of the year. The composting restroom has been ordered and is being constructed. We are in the process of trying to get the pavilion ready to go so once that's done, for next year, the \$30,000.00 which we actually received this year and she'll need to make a change on that, as she wasn't expecting DCNR so quickly in turning around money. They received money for the composting restrooms so that will be in and out and will be transferring money back into Steel City to go with the development of the Steel City Park and the bathrooms.

Ms. Gorman said 47 Special Fund – Roeders Glen this is their maintenance bond we keep. Roger uses that money to complete the upgrades. Mrs. deLeon said they defaulted and we pulled their

bond? Mr. Cahalan said we reached an agreement that we would take over the funding and complete the improvements. Mr. Maxfield said is this a detention pond we have to take care of? Mr. Cahalan said no, it's improvements. It's on private property, but we have to make some improvements. Part of the developer's responsibility was to make those improvements.

Ms. Gorman said 48 Special Fund – Saucon Rail Trail. Mr. Cahalan said we have the plan for the rail trail which he just took to the Saucon Rail Trail Oversight Commission. They had made some requests for a couple of improvements. He'll be bringing that to discuss with Council on November 7th. If you are okay with that, that's another project that will be on Roger's list. It's mainly parking area and access to the trail, portable toilet, and picnic tables. We hope to have a Scout do a kiosk and bulletin board as part of an Eagle project. We hope we can get this going and in place by next Spring when people are back out on the trail.

Ms. Gorman said she will summarize the totals. The General Funds balance is \$6,851,346.00 with a contingency amount of \$698,642.00, approximately 10%, which is our goal of what our general operating budget is. Your theoretical beginning balance at 2014 would cover fundamentally two months of expenses before our revenues start coming in. That's why she tries to maintain it at 10% as revenue doesn't start coming in until March and it's a cash flow problem and all municipalities have. Mrs. deLeon said what is the rule that you can't transfer monies in the budget after a certain time period? Ms. Gorman said it's after April and then you can re-evaluate and if Council chooses, they can transfer money.

Mr. Cahalan said with all of that, a 1.25% increase in the budget for 2013 over 2012. No tax increase, but we ask you to consider the fire tax.

C. QUESTIONS AND ANSWERS

Mr. Sal Ghazi said the contingency you have in there, the \$700,000.00, is that over and above the contingencies you have on each and every project, or is that a rollup of those contingencies? Ms. Gorman said that's individual for that specific fund. Mr. Ghazi said you have \$700,000.00 in contingencies on the General Fund and 10% on every other project? Ms. Gorman said not every other project. Generally, most of the other projects are projects specific. We have an estimated amount that our engineers have already told us as to what we need and they build in a contingency on that. She doesn't normally estimate a 10% contingency in some of those funds because they may not be needed. We try to keep something in there in case of an emergency. In her experience, it's more important to keep the 10% in your General Fund as that's where the bulk of your expenses are coming from. Mr. Ghazi said the 10% covers your two months operating expenses? Ms. Gorman said yes. Mr. Ghazi said then next year you put in another 10% to cover two months? Don't you get 12 months of funding, so you really only have to do that once and not every year? Ms. Gorman said that would be in a perfect world if she received every receipt and expended every expense.

Judy Boyer, Saucon Avenue, said when they come to the next meeting on November 7th, if they reviewed some of these stats and she's seen them on the budget on-line, do they still have the options to ask questions at that meeting and get more specific answers if they have questions about it? Mr. Kern said yes.

Gene Boyer said this is the first budget meeting he's been at. He can appreciate they got a summary of information and they didn't get a chance to comprehend some of the details. He said he understands the open space fund is a regulated tax that the Council has issued to the people of LST and it's basically a State-controlled fund and we cannot spend that money for anything else other than what's in the regs for open space funding from the State? We discussed earlier that we could buy land and do some various appraisals and things like that, but it cannot be spent anywhere else and that's what he understands. Ms. Gorman said it's not State-controlled and it's not State money. Mr. Cahalan said it's a voter referendum. Mr. Boyer said it's not State money, but it's our

money and some organization outside this LST Council says you can only use it for open space money. Mr. Cahalan said the voter referendum said that's what the purpose of the money was that is being taxed. It is governed by State act, the Open Space Act. The State can dictate what it is used for. There are guidelines. The rest of it is Councils involvement with the adoption of the Open Space Plan. It's a referendum done under State law with the direction of the Open Space Plan and Council's approval. Mr. Boyer said will the fire tax that you propose be the same kind of consideration in that it's a referendum to the people or something that Council will just vote on and be State-controlled and can only be use for fire equipment? Mr. Cahalan said Council can enact that with a resolution. They can enact a fire tax up to 3 mills by resolution. That doesn't require a voter referendum. The purpose will be solely dedicated to fire equipment. It will be segregated for that purpose and we will only consider expenditures for fire equipment out of that. There are other funds in there which are solely directly by Council's vote that the money be used for certain purposes like the Landfill Closure Funds and some of the other accounts. Staff cannot move that money unless we come to Council and request a transfer of that money. Mrs. deLeon said that's just for the year that the budget is. Another Council could come in the following year and change it. Mr. Boyer said the referendum, that particular money that comes in is assigned to a five year period from the time the people voted until five years and then it has to be voted on again. The fire fund the Council will do and the Council could take it away in the future. Mr. Cahalan said that did happen back in the 1990's. The Council did enact a fire tax and it was as high as .42 mills and they did it by resolution. It ran for several years and then it was just discontinued. Mrs. deLeon said it was discontinued, as the fire companies and rightly so, were complaining as people stopped donating to the fire companies as they thought this was their donation. They individually stopped. We decided to take it off and not do that. Mr. Boyer said the reason he was trying to make himself clear was to understand these particular two funds as the fire fund was new to him. He'd like to know if there's any other fund, any other point on the budget, be it in the General Fund, and he would imagine any money can be switched from the General Fund to any other fund as long as it's Council approved, but all these Special Funds, is there any fund required by law somewhere to be in that fund like the open space or is it only required that the Council actually is in control of it? Ms. Gorman said Fund 10, Gaming Authority and Fund 35 is Liquid Fuels State fund. Mr. Cahalan said the fund we have for the compost center is one by an intergovernmental agreement with Hellertown and it's comingled funds and we can't spend that. Ms. Gorman said also Fund 47 as that's specifically for that development, Roeders Glen. Mr. Boyer said new projects or the Township is going out to get bids on some of these things for the people who do the service work for the Township or are most of the people going to be the people we used last time? Mr. Cahalan said you're referring to the discussion on the open space expenses and what they stated was that they have been using consultants. Ms. Huhn said she thinks he means the services? Mr. Boyer said he was talking about the services like lawn mowing and things like that. Do you go out and ask for bids? Mr. Cahalan said yes, we get bids for all services. Mr. Boyer said have they bid already? Ms. Huhn said for this year. Ms. Gorman said anything we've done that's over \$10,000.00, there is a bid. The lawn mowing we have every year. We can extend it for another year if it's agreeable to both parties. Mr. Boyer said how much money in total is in the contingency column for the combination of all the Special Funds and the General Fund? Looking at the funds prior, he knows each fund has a contingency column, he was wondering if we knew how much contingency monies were set aside in all of those funds. Mr. Cahalan said the money is placed in the fund for a specific purpose whether it's a park or something else. When it's placed in that fund, it's not allocated immediately to a specific purpose. For example, construction or maintenance or for fees we would have to pay. We put it into contingency until we see what projects or issues have to be taken care of and it allows us to move it to that line item and spend it out of there. We could create a fund that just has a lump sum of money in it and it would just say Southeastern Park, but for budget purposes we do this so we can show where the money is going and how it's being used. It's easier for the auditor to track that. He doesn't want to give the impression that we have sums of money in these accounts that have no purpose but just to be hidden there as a little kitty. That's not the reason. It was moved there because the past history showed that we needed that money in there to fix or repair or to do improvements in that park and we can't go back every time to the General Fund contingency or to the Council and say we need

\$50.00 to fix a hole in the roof at Town Hall Park. We have the contingency for each account and we can just transfer it into the construction item. It's not just there because we want to hide some money into the account. Mrs. deLeon said you're not hiding it as it's on the page. Mr. Boyer said he's asking if there are details behind each one of those accounts. For instance he lives in Steel City, and Steel City has x number of dollars in there and there's so much allotted for improvements. He couldn't see that but he knows that looking the budget in the past, there were x number of dollars and then on top of that assigned project there was contingency funds. Mr. Cahalan said Steel City has \$6,367.00 in the contingency which has been allocated to the other line items in that fund. Mr. Boyer said there's \$371,000.00 in the budget. Mr. Cahalan said for Steel City, there is a plan to do a total upgrade on the place. There was monies moved in there for that park upgrade and that's what we're focusing on. Mr. Boyer said a plan situation, so there's a plan there and contingency is \$6,000.00 for the new budget of 2013 and the balance of the money you showed him tonight which is \$371,403.00, if he subtracts \$6,000.00 from that, the rest of it is to be spent on the project. Mr. Cahalan said we're getting estimates and we haven't bid out some of the work. We put that in there for planning purposes to carry out the approved plan for the improvements for the park. Mrs. deLeon said did you give him a number? Ms. Gorman said it came to about \$3.5 million for funds that were not restricted and \$4.3 million in contingencies for the restricted ones. The total contingency amount is \$7.9 million. Mr. Boyer said those Special Funds are part of the budget? Mr. Cahalan said they are all part of the budget. He thinks what Mr. Boyer has to understand is they weren't just put in there yesterday. The money has been put in there over the last couple of years based on planning and directives that were done by Council. The money is also in there for unanticipated expenses that can happen. We can tell you that you don't know when something is going to happen at a park or there is something that's going to have to be repaired so we can keep these facilities operating. That's why the money is in there. Ms. Gorman said it's also strategic planning. We've set aside funding for several years to finish a specific project. One of those is the Historical Structures Fund. We saved for quite a few years before we went out to bid this year to redo the Old Mill Bridge. It's the same thing with the parks. Southeastern has \$40,000.00 in it. We know Council already wanted to do the walking trail and gazebo in there, but we aren't going to be able to get it done next year but the money is there for when it's time to get to there and when PW has time to get it done. That's foresight in planning. She doesn't think people want to go to a budget year-to-year and say it's going to cost \$300,000.00 to \$400,000.00 for this park and we don't have it. These funds were set aside so we could save for these developments as we go along and it was also established because of the developer contributions. That was what is required. Mrs. deLeon said when you go to conferences or PSATS and people talk about what is your budget, they only really look at the General Fund as each municipality is different. You wouldn't include the Special Funds budget when you are talking round numbers. Ms. Gorman said a perfect example of that is the Landfill Fund. Council had said they want that separated into a different fund. General accounting standard practices and DCED, that would not be in a separate fund. That would have been put into the General Fund and earmarked as solid waste revenue. Mrs. deLeon said why are the auditors letting us do that then? Ms. Gorman said because Council approved it. When they do their DCED reports and she had questions about their audit reports, all of that is comingled into one. Mrs. deLeon said she never read that they were bothered by that. Ms. Gorman said they aren't bothered by that, she has received several notes as to how many funds she has. They've asked her to try to bring it down and she told them that our Council is hesitant to do so. She brought this up to Council before and said the auditors had recommended this and you were hesitant to move forward with that, so that's her explanation to them and the auditors have to do a little bit more work. Mr. Cahalan said they would prefer if we had one park fund and all the money went into that one park fund. Ms. Gorman said other municipalities have that and have done it effectively. Mr. Maxfield said what its the use then of a designation like a community park that would allow you to take developers funds. Aren't developers funds required to go to the closest park unless it's gifted. Mr. Cahalan said if it's a neighborhood park. If it's a community park, then it can come from a variety. Ms. Gorman said that can be controlled internally. That's not something necessarily that you have to have a bank account for each one of these funds.

Mr. Ghazi said he just wants to answer Priscilla's question. The fire tax was 2% back then and the fire companies did not receive that money. That money went into a fund whatever they deemed. Whatever was brought in, did not get divvied up between the four fire companies. It was probably part of the money that the \$20,000.00 they used to get, came from. If you enact a fire tax specifically for fire equipment, is that where it goes and the words when you enact it need to say that, the money is to only go into that fund as originally the fire tax was 2% and everybody thought they were a paid company and they were getting 2% of everybody's income donated and given to the fire company to operate and that's why they dropped the fire tax and created a truck fund. As a homeowner, he has one question, if your numbers are right, you are telling him you have more in contingency than the 2013 budget is. You said \$7.5 million in contingency on a yearly budget of only \$6.8 million. Ms. Gorman said no, in the proposed 2013 budget, \$6.9 million and it's about \$698,000.00. Mr. Ghazi said no, the total contingency you told that gentlemen that left is \$7.5 million on a budget of \$7 million, so you could not actually collect a penny this year from anybody and operate the Township in full, theoretically. Ms. Gorman said part of the \$7 million is restricted. There's actually \$3.5 million of that for open space and she can't use that. There's \$600,000.00 in State Fund and she can't use that. Mr. Ghazi said you don't want people to know that you are sitting on \$7.5 million and you are going to ask for a quarter percent fire tax. Ms. Gorman said we're not sitting on a bunch of money. Mr. Cahalan said the money is in there for a specific fund for a specified purposes. Mr. Ghazi said if it doesn't get used, where does it go? Mr. Cahalan said it does get used as we keep it in there and it accumulates and next year if we have \$40,000.00 in Southeastern, we will move it around and if we need to fix something at Southeastern like a bathroom, we'll take that money from the contingency line item and put it into construction. Ms. Gorman said we'll ask Council by resolution to make that transfer. Mr. Cahalan said we're being prudent. We're putting money away for next year and the following year and five years so that if we do need it, it's there and we don't need to keep coming back to the well and ask for more money or we don't have to come back to the taxpayers and ask for a tax increase to fund something that Council feels is a capital expenditure. Mrs. deLeon said when we were looking at the budget when Mary Curtin was here and then Jack came, we decided we were putting resolutions on each contingency line item because Jack can spend \$800.00 without question. If he does that, not that he would, and he did that every day, whatever it was, we could chip away at the money, so we passed a money that any contingency money cannot be spent. She can't move money around in the different line items without coming to Council and giving us a resolution that says this money is going there. She feels comfortable that we have that now. Mr. Kern said you may have to give that explanation to Mr. Boyer sometime. Ms. Gorman said she's repeatedly told Mr. Boyer what funds were restricted and what funds weren't. She doesn't know what more to tell him. She said it during police negotiations, she cannot use open space money to pay for anything other than what Council has dictated as an open space expense. Mrs. deLeon said what are the numbers again? Ms. Gorman said this is last years audit; the contingency amounts were \$2.9 million. She didn't include the fire and the rest of it, anything of contingencies was under restricted. We had operations reserve at \$900,000.00; landfill \$740,000.00 left; storm were was \$14,000.00; landfill closure was \$306,00.00; capital \$715,000.00; detention pond is \$40,000.00; Town Hall Park is \$8,000.00; Heller Homestead is \$14,000.00; Southeastern is \$32,000.00; Steel City is \$6,000.00; Polk Valley is \$64,000.00; Historical Structures is \$26,000.00; Lutz-Franklin Schoolhouse is \$1,000.00; Easton Road Ballfields is \$9,000.00; Kingston is \$25,000.00; and Rail Trail was \$10,000.00. At the end of the next year it would be \$2.9 million in funds that would be not restricted. All the other fund are restricted and can't use for any other purpose. Mrs. deLeon said when will you put it on the website? Ms. Gorman said she's going to bring it back to you. She will make the changes and present it to Council as the preliminary and then it will be up for public inspection. Mrs. deLeon said this is considered draft so why can't you put it on the website. How can people respond? Ms. Gorman said they have 20 days of public comment. Mrs. deLeon said she thought we put it on the website. Ms. Gorman said after the preliminary. We bring it back to Council as you didn't make a motion to approve this. That's pursuant to 20 days. Mrs. deLeon said she thought we had it on the website. She's hoping to do it the 7th so they can advertise it.

Mr. Maxfield said a portion of his compensation goes to the Open Space Fund. Ms. Gorman said yes. Mr. Maxfield said he would like his entire pay to go to the Open Space Fund. He needs it to offset Priscilla's appetite for the Open Space Fund. She seems to be really chomping at the bit to get at it. Ms. Gorman said she'll make that change.

V. **PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS** – None

VI. **COUNCIL AND STAFF REPORTS**

A. **TOWNSHIP MANAGER** – No report

B. **COUNCIL**
Mr. Maxfield – No report
Mr. Willard – Absent
Mr. Horiszny – No report
Mr. Kern – No report
Mrs. deLeon – No report

VII. **ADJOURNMENT**

MOTION BY: Mr. Horiszny moved for adjournment. The time was 9:26 PM.

SECOND BY: Mr. Maxfield

Mr. Kern asked if anyone had any questions? No one raised their hand.

ROLL CALL: 5-0

Submitted by:

Jack Cahalan
Township Manager

Glenn C. Kern
President of Council