

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
OCTOBER 22, 2015  
BUDGET WORKSHOP  
6:00 PM

The Lower Windsor Township Board of Supervisors held their Budget Workshop at the Township Community Building, 2425 Craley Road, Wrightsville. The meeting was called to order by Chairman Barry Miller at 6:00 p.m. with a pledge to the flag. Also present at the meeting were Supervisors Gerald Kellner and Donald Schock; Township Manager Maureen Hartman, Secretary Treasurer Linda Zimmerman, Chief Tim Caldwell. Patrons in attendance: 3

PUBLIC COMMENT: None

NEW BUSINESS:

1. BUDGET DISCUSSION: Ms. Hartman gave a brief presentation outlining the 2016 Budget. Chief Caldwell discussed his police department budget and is requesting a new 2016 Explorer. He received a quote on necessary repairs for the 2008 Explorer with a cost of \$8,076.76. The dealership will give us \$5,500 for trade in on a new vehicle. The Board was not in favor of a new vehicle for 2016 and recommended Chief Caldwell put the 2008 Explorer on Municibid for sale as is. Ms. Hartman reviewed the remaining departments and funds with the Board. The Board discussed:
  - a. Real Estate tax will remain at 1.0 mill.
  - b. They agreed to reduce Planning Commission and Zoning Hearing Board member's stipend to \$125 a year.
  - c. Chairman Miller would like to look at the township building parking lots to see if they need paved before the Board makes a decision.
  - d. They will not budget money for the Martinsville Schoolhouse roof for 2016.
  - e. No "Go Bags" for police department
  - f. Asked staff to shop around for Liability Insurance next year.
  - g. Mailing of newsletter/post card once a year.
  - h. No increase in junkyard license fee.
  - i. Adding Birthday Holiday for non-uniform employees.
  - j. Discussion of amending employee policy regarding benefits.
  - k. Have Chairman Miller and the road master review and assess roads and give recommendation on road projects for 2016.
  - l. Fix lower level doors. Accept Susquehanna Doors proposal #2.
  - m. Have highway department repair the bridge at Rexroth Park as a winter project. Board would like to inspect bridge first.
  - n. Hold off on the re-skinning of cinder bin at Highway Dept.
  - o. The Board agreed to stop or limit overtime for police department and asked Chief Caldwell to prepare a new policy. This includes Landfill duty and MCSAP.
  - p. No shred-it event.
  - q. Supervisor Kellner will review the Comcast bill to see if we can reduce costs.
  - r. Add additional \$900 to 409.225 for cost involved with new testing requirements by DEP.
  - s. Reduce Police Dept fuel cost to \$15,000.
  - t. If QRT donations are not used in 2016, Chief Caldwell must contact the donors to reimburse them.

- u. Reduce Officer Equipment to \$2,000
  - v. No cleaning service for highway department in 2016. Board wants the highway employees to take responsibility for cleaning their office. Schedule will be created.
  - w. Add a purchase of a security camera to the Capital Improvement/Purchases Fund for the highway building.
  - x. No repair to partition in the meeting room.
  - y. Ms. Hartman asked the Board if they would consider stopping rentals of the social hall and pavilions since the EYARC and Senior Center use them and it's difficult to schedule times for residents to use. Supervisor Kellner stated that the EYARC should be scheduling or township can with additional staff. Discussion took place on getting out of the EYARC
  - z. Ms. Zimmerman asked if the cost of the adhesive snow guards should come out of General Fund or Host Fund. The Board agreed on Host Fund.
2. AWARD PROPANE BID: Ms. Hartman provided the bid quotes for propane. The Board thought the prices were high and requested staff to look at other propane providers.
  3. Other Pertinent Business: Ms. Hartman asked if the Board wanted to have the October 29<sup>th</sup> special meeting. The Board agreed to cancel the meeting.

Meeting adjourned at 8:44 p.m.

Respectfully submitted

Linda J. Zimmerman  
Secretary