

**Towamencin Township
Board of Supervisors
Monthly Meeting
December 23, 2015
7:30 PM**

Present:

H. Charles Wilson III, Chairman
Laura Smith, Vice Chairman
James P. Sinz, Secretary
Daniel M. Littley, Jr., Treasurer/Asst. Secretary
David Mosesso

Staff:

Robert A. Ford, Township Manager
Jack Dooley, Esq., Township Solicitor
Tom Zarko, Township Engineer
Paul T. Dickinson, Chief of Police
Maureen Doyle, Finance Director

Chairman Wilson called the meeting to order at 7:30 PM and led the assemblage in the Pledge of Allegiance.

A moment of silence was taken in memory of Richard Foote, Fire Police Sergeant and Life Member of the Towamencin Volunteer Fire Company and Towamencin Township Crossing Guard, who passed away on December 19th.

Opening Comments

Chairman Wilson announced the Board met in Executive Session prior to the meeting to review matters of personnel and potential litigation.

Chairman Wilson announced the following meeting information, as well as, the holiday office schedule:

- In accordance with the Pennsylvania 2nd Class Township Code, the Board of Supervisors will meet on Monday January 4, 2016 at 7:00 pm to re-organize.
- The Elected Auditors Reorganization Meeting is scheduled for 7:00 pm, Tuesday January 5, 2016.
- The Township Administrative offices will be closed at noon on Christmas Eve and all day on Christmas Day. This schedule will be the same for New Year's Eve (closing at noon) and New Year's Day (closed).

Public Comments

None

Approval of Minutes

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the meeting minutes of December 9, 2015 were approved.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

Zoning, Subdivision & Land Development

Consider Review of Zoning Code & Map Amendment - Towamencin Village Shopping Center Overlay District

Philadelphia Suburban Development Corporation proposes to create an Overlay District that includes approximately 52 acres, bounded by Allentown Road to the north, Forty Foot Road to the east, Tomlinson Road to the south and the R-175 Residential District to the west. The current zoning in this proposed Overlay District is: SC – Shopping Center, C – Commercial and LI – Limited Industrial. The applicant has submitted a draft amendment to the Zoning Ordinance with proposed regulations for an Overlay District.

The board discussed PSDC’s request. Supervisor Littley suggested staff continue working with PSDC in reviewing PSDC’s proposal and the issues of signage and their proposed usage. Chairman Wilson agreed.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board directed staff to continue reviewing the Zoning Code and Map Amendment with PSDC and requested that a PSDC representative review the proposed specific uses of the Overly District with the Board.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

Old Business

Consideration of Electric Supply Agreements

In August 2013, the Board approved agreements with three electric generation suppliers for the 36 month period ending August 2016. The agreements provided the best opportunity for savings for the three year period. At this point, almost a year in advance of the expiration dates, electric generation suppliers have provided the Township with proposals for the next three-year period through August 2019. In some cases the rates are lower than those for the current period. Dependent upon usage, savings will at least exceed \$3,000.

The Board originally discussed this item at their December 9th meeting and tabled the issue. Staff is recommending that the Board consider a 2 year agreement to synchronize with the expiration of Towamencin Municipal Authority's electric supply contract. The two organizations can then coordinate a possible joint purchasing arrangement. In the interim, the Township would realize a cost savings.

On a motion by Supervisor Smith, seconded by Supervisor Littley, the Board approved agreements with Constellation through May 2018, to synchronize with the expiration of Towamencin Municipal Authority's electric supply contract.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

New Business

Warrant List

The warrant list was presented for approval.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board approved the warrant list in the amount of \$1,555,831.24.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining: David Mosesso

Absent:

Resolution 15-50: Approval of 2016 Budget

The Towamencin Township Supervisors authorized the advertising and release for public inspection of the Township's 2016 Budget at their November 24, 2015 meeting. The total budgeted expenditure for all Township funds is \$17,676,750.

Highlights include:

- No tax increase
- No increase in sewer rental fees
- Retention of Homestead / Farmstead Exception at \$45,000
- 8% increase in funding to Towamencin Volunteer Fire Co.
- Continuation of aggressive sanitary sewer system maintenance, including inflow and infiltration work
- Continuation of the Annual Road Paving Program.
- Improvements to 18 existing traffic signals (\$180,000 ARLE Grant)
- Continued repairs to the Municipal Complex Buildings

- Continued cost containment of Health Insurance, Pension, Property and Liability Insurance expenses
- Four concerts at Fischer’s Park during summer
- Retention of 5% General Fund Balance in accordance with Township policy and Best Practices of Government Finance Officers Association

Supervisor Mosesso suggested the Homestead and Farmstead Exemptions be restored to the 2014 rates of \$59,000. Supervisor Littley responded that there were several budget meetings, during the fall held prior to this evening, where it was decided that no adjustments to the Homestead or Farmstead Exemptions would be made.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board approved Resolution 15-50, 2016 Budget.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

Resolution 15-51: Sewer Capital Fund Transfer in lieu of “TAN”

Certain Township funds incur temporary indebtedness in anticipation of the receipt of taxes and other current revenue during the first two quarters of the year. Rather than incur the costs of a Tax Anticipation Note (“TAN”) from a bank, the Sewer Capital Fund has funds available to lend temporarily to the General, Fire, Park and Recreation and Debt Service Funds as needed in the short term. Staff recommends that a short term loan, not to exceed \$600,000, from the Sewer Capital Fund be made in anticipation of taxes and other revenue. The loan shall bear interest at the weekly variable rate computed on the basis of a 365-day year, and paid monthly to the Sewer Capital Fund. The principal portion of the loan shall be repaid no later than December 31, 2016.

On a motion by Supervisor Smith, seconded by Supervisor Littley, the Board approved Resolution 15-51, Sewer Capital Fund Transfer in lieu of “TAN”.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

Resolution 15-52: North Valley View Way Street Light District

Located near the intersection of Valley Forge Road and Morris Road, North Valley View Way is the Township’s only established Street Light District. Property owners within this area are assessed annually to fund the operation and maintenance of the six streetlights in this development. The amount assessed to each property is \$35.00 annually.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board approved Resolution 15-52, establishing a rate of \$35.00 for North Valley View Street Light District.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

Resolution 15-53: Sewer Rental Fee

This resolution will establish the annual sewer rate of \$375 for an EDU, which will retain the same rate as in 2015.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board approved Resolution 15-53, sewer rental fee for 2016.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

Resolution 15-54: Homestead Exemption

This resolution establishes the Homestead Exemption at \$45,000. In 2000, the County implemented the Homestead Exemption Program to provide a tax break to certain property owners. In order to participate, the property must be the primary residence of the property owner. Commercial properties and rental properties do not qualify. Once a property is participating, it will remain in the program unless its status changes (i.e. sold or rented). A new buyer is required to register with the County in order to participate.

As part of its budget process, The Township annually determines the amount of exemption. Those participating homeowners will receive an exemption on the township portion of their tax bill only.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board adopted Resolution 15-54, establishing the Homestead Exemption amount at \$45,000.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., James P. Sinz

Voting No: David Mosesso

Abstaining:

Absent:

Resolution 15-55: Farmstead Exemption

The farmstead exclusion is a similar method of targeting real property tax relief to farmers. It allows real property tax relief to farmers on the taxes they pay on farm buildings (other than the

farm house, which receives tax breaks through the homestead exclusion), as long as at least one farm owner lives on that farm. This is in addition to other existing real property tax relief programs aimed at farms, such as Act 319 (often referred to as "Clean and Green"), which reduces the assessed value of farmland.

By law, if homestead exclusion is offered in a taxing jurisdiction, the farmstead exclusion must also be offered. The farmstead exclusion rate is set by the governing body and cannot exceed the amount of the homestead exclusion. This resolution establishes the Farmstead Exemption at \$45,000.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board adopted Resolution 15-55, establishing the Farmstead Exemption amount at \$45,000.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., James P. Sinz

Voting No: David Mosesso

Abstaining:

Absent:

Resolution 15-56: 2016 Tax Levy

This resolution establishes the millage rate at 3.808 for 2016 to satisfy the requirements of the budget. This is the same rate as 2015.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board approved Resolution 15-56, establishing the millage rate for 2016.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

Authorization to Purchase Replacement Police Vehicle

The Police Department's 2009 Ford Expedition was recently involved in an accident while responding to an emergency. Insurance appraisers determined the damage to the vehicle (\$15,486.65) exceeds its value, defining this as a total loss. Based on the actual cash value, adjusted for the deductible, the Township will receive \$13,400 through our insurance claim. Staff is seeking approval to purchase a new Dodge Charger (2014 model) within the next week, at a cost of \$19,789, to replace the Police Department's 2009 Expedition, which is no longer in service. After applying the insurance loss payment, the adjusted "out of pocket" cost for this vehicle would be \$6,389. It is recommended that the replacement vehicle be purchased with the insurance claim money, along with the balance from the Capital Equipment Reserve Fund. It is not recommended that this purchase be financed through a lease purchase program.

Supervisor Mosesso asked if the other driver's insurance is paying for the claim. Township Manager, Rob Ford, explained that the Township's insurance carrier, DVIT, would subrogate the loss with the other party's insurance carrier.

Supervisor Littley inquired why the damaged vehicle, a 2009 Ford Expedition, was being replaced with a 2014 Dodge Charger (sedan model) and not a similar SUV style. Police Chief Dickinson replied the decision to downsize the vehicle was based on cost.

On a motion by Supervisor Sinz, seconded by Supervisor Littley, the Board authorized the purchase of the replacement police vehicle.

Voting Yes: H. Charles Wilson, III, Laura Smith, Daniel M. Littley, Jr., David Mosesso, James P. Sinz

Voting No:

Abstaining:

Absent:

Additional Comments

Supervisor Sinz asked if the Nash Field #2 grading had been provided for in the Budget, whereas the Township was going to seek the possibility of initiating necessary grading during 2016 at no or minimal cost to the Township.

Mr. Ford reported that the grading plan for Nash Field prepared by T&M Associates in 2008 and associated files were provided to CKS Engineers, the current Township Engineer. Following a review, CKS Engineers recently provided a proposal with a scope of work and a lump sum fee of \$10,000. The majority of the cost is related to the NPDES permit acquisition, which unfortunately is becoming more the norm due to increased regulatory agency requirements. Mr. Ford further noted that this matter will be further reviewed and discussed by the Finance Committee and Open Space & Parks Advisory Committee in early 2016.

The Board wished everyone a Merry Christmas and Happy New Year. There being no additional business, the meeting adjourned at 8:04 PM.

Respectfully submitted,


Robert A. Ford
Township Manager