

**Minutes - Board of Commissioners  
Upper Pottsgrove Township**

**September 30, 2013**

A Special Meeting of the Board of Commissioners was held on Monday, September 30, 2013, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Miller, Noll, Spaide and Taylor present. Commissioner Dolan was absent. Also present were Township Manager Jack P. Layne, Jr., Police Chief William A. Moffett, Public Works Director Frank Quinter and Matt Dallas, President of Dallas Data Systems. There were six people present in the audience. Commissioner Taylor called the meeting to order at 7:03 P.M.

**MOMENT OF SILENCE** - Commissioner Taylor requested a moment of silence in honor of the men and women who have served and are currently serving our country in the armed forces.

**PLEDGE OF ALLEGIANCE** - Those assembled pledged allegiance to the flag.

**PUBLIC COMMENTS:**

There was no public comment.

**MONTHLY FINANCIAL REPORT**

Mr. Taylor stated that the Monthly Financial Report would be covered during the upcoming discussion on the 2014 Budget.

**NEW BUSINESS**

There was no New Business.

**OLD BUSINESS**

There was no Old Business.

**DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSED 2014 BUDGET**

Mr. Dallas stated that based on the information obtained to date, that he was anticipating that there might be \$300,000 in roll-over cash for the General Fund. Therefore, he believed that the General Fund was fairly sound. He stated that one of the reasons for the General Fund's excess was due to approximately \$60,000 in additional Earned Income Tax revenue. He added that there was additional revenue from Building Permits and that a Police Officer had been placed on Active Military Duty for a large part of the year. Mr. Dallas stated that all the major departments were under budget and projects a 5.77% increase in revenue over last year. He further noted that the State Pension contribution was more than projected.

Mr. Dallas next discussed the projected Fire Fund Budget. He stated that the Fire Fund looked fairly solid but stated that the carry-over would not be as much as in previous years primarily due to the significant cost increase for Workers' Compensation coverage for Volunteer Fire Fighters. Commissioner Spaide stated that the Fire Committee had reviewed the proposed Fire Fund Budget and understood why funding carry-over would be less than in previous years. Mr. Layne stated that the Fire Committee recommended that \$1,000 be shifted from the Vehicle Lease Line Item and added to the Repairs and Maintenance Line Item.

Mr. Dallas stated that the Open Space Fund was in fairly good shape. Commissioner Miller

stated that he had recently spoken with State Representative Marcy Toepel who stated that House Bill 1523, the proposed open space legislation that would benefit the Township's Open Space Fund, might be voted on this Wednesday. Mr. Dallas stated that \$40,000 would be budgeted for park maintenance.

Mr. Dallas discussed the proposed budget for the State Fund. He stated that approximately \$40,000 was anticipated to be rolled-over to next year. Commissioner Taylor stated that the Township was considering borrowing funds in order to be able to pay for proposed significant Township road improvements. Mr. Quinter noted that the proposed roads where improvements would be provided were Yarnall Road, Snyder Road, Horseshoe Drive, Irvin, Hanover Drive, Juniper Road, Mock Road and Chestnut Grove. It was noted that approximately \$45,000 of the annual Liquid Fuels allocation could be utilized to pay for any debt incurred as a result of borrowing funds to pay for road improvements. Commissioner Taylor stated that one option was to access a State Program that had a 10-year term and low interest rate. The road improvement costs specified by Mr. Quinter were approximately \$400,000. Mr. Dallas stated that \$45,000 in Liquid Fuels funding could be utilized to repay a loan for approximately \$400,000. Mr. Quinter acknowledged that the total cost could be reduced due to fluctuating asphalt prices. Mr. Miller stated that the total cost could also be reduced if a contractor successfully bid on all the proposed road improvement as one large project. Commissioner Taylor emphasized that the proposed roads were identified because they were community roads versus a through road and roads that were utilized the most. It was noted that Horseshoe Drive had never been done. Commissioner Noll reiterated that the \$45,000 in Liquid Fuels could be utilized to repay a loan for this proposed road work. Mr. Schreiber suggested that a portion of the proposed borrowed funds be used to purchase road improvement equipment. Mr. Quinter stated that this proposed purchase would not be cost effective for the Township. Mr. Krazalkovich stated that the Township would need to provide \$43,300 annually to repay a \$400,000 loan.

**ADJOURNMENT** – There being no further business, a motion by Miller, seconded by Spaide, to adjourn the meeting 7:35 P.M. All aye votes.

Respectfully submitted,

Cynthia H. Saylor  
Township Secretary