

**Minutes – Board of Commissioners Special / Budget Meeting
Upper Pottsgrove Township**

September 15, 2015

A special meeting of the Upper Pottsgrove Township Board of Commissioners was held on Tuesday, September 15, 2015, at the Upper Pottsgrove Township Administrative office with Commissioners Elwood Taylor, Renee Spaide, France Krazalkovich and Martin Schreiber present. Also present were Public Works Director Frank Quinter and Township Manager Carol R. Lewis. Commissioner Taylor called the meeting to order at 7:00 PM.

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.

2016 BUDGET – The Board reviewed the Fire Fund. Some expenses have come down a little bit such as the worker’s compensation insurance but due to the need to purchase the county radios there is a deficit that will require a tax increase.

The Board next reviewed the State Fund. The Liquid Fuels Tax is slated to increase in 2016. There is currently \$40,000 slated for resurfacing. C. Lewis recommended that the Commissioners consider paying for some of the resurfacing out of the General Fund. F. Quinter will put together projections for projects for 2016 and cost estimates for the next Budget meeting.

The Board next reviewed the General Fund. C. Lewis advised the Board that the budget being reviewed does not include any money for the Public Works building or for resurfacing. The Board discussed the postage machine which currently costs \$1,180 per year and is not used that much. A motion by F. Krazalkovich, seconded by M. Schreiber and unanimously carried to not authorize funding for the postage machine.

The Board next reviewed the Minimum Municipal Obligation for the pension fund. This amount has gone up considerably over last year. C. Lewis is meeting with the Actuary on Thursday and will find out the reason for this.

The Board next discussed the inspection report of the building at 1420 Heather Place. It is sound; the big expense will be a new roof. This is estimated at \$20,000 and includes replacement of the siding damaged by hail. The rest of the repairs are relatively minor. The Board next discussed building needs for the Public Works, the Police, the Administration and Fire. Different alternatives were discussed. It was decided to move forward with building a Public Works building based on a study done by Pete Eisenbrown in 2014. It would be a new pole building and salt shed on the same property located over by the basketball court. Alternatives and estimates for renovating the current public works building for the police needs would be reviewed for 2017. It was decided to keep the Administrative offices and Fire where they are at this time. A motion by F. Krazalkovich, seconded by R. Spaide and unanimously carried to have an inspection done for the current Administrative building.

OTHER BUSINESS

POLICE SECRETARY SALARY – Due to increased duties and the fact that the current Secretary, Mary Goheen, has been with the Township for over a year now it was recommended that her salary be increased to \$17.50 an hour. A motion by R. Spaide seconded by M. Schreiber and unanimously carried to approve this increase effective immediately. Motion by R. Spaide second by M. Schreiber and unanimously carried to ratify Resolution 4000-26365 and all associated paperwork for the lease of the second 2015 For Explorer VIN 1FM5K8AR2FGC08288 from Fulton Bank.

EXECUTIVE SESSION – The Board adjourned into Executive Session at 8:42 PM for the purpose of discussing personnel. They reconvened at 8:57 PM with no action taken.

ADJOURNMENT – A motion by M. Schreiber seconded by R. Spaide and unanimously carried to adjourn the meeting at 8:59 PM.

Respectfully Submitted,

Carol R. Lewis, Assistant Secretary