

**TOWNSHIP OF LOWER MAKEFIELD
BOARD OF SUPERVISORS
SPECIAL BUDGET MEETING MINUTES
TUESDAY, OCTOBER 26, 2004**

A Special Budget meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on Tuesday, October 26, 2004. Mr. Fazzalore called the meeting to order at 4:15 pm noting the purpose of the meeting is to discuss the 2005 Budget.

Those present:

Board of Supervisors: Scott Fegley, Secretary/Treasurer (absent)
Grace Godshalk, Chairman (absent)
Steve Santarsiero, Supervisors
Frank Fazzalore, Chairman
Pete Stainthorpe, Vice-Chairman

Others: Terry Fedorchak, Township Manager
Heidi Sheridan, Finance Director
Kenneth Coluzzi, Chief of Police
Donna Linney, Park & Recreation
Donna Reardon, Public Works Department
Greg Morrow, Vice President PAA
Brad Sharp, Lower Makefield Township Pool Manager

DATE OF NEXT MEETING

The date of the next budget work session meeting would be Tuesday, November 9th and if the budget is not completed, Wednesday, November 10th.

POLICE BUDGET

Chief Coluzzi was present at the meeting to present the 2005 Police budget and answer any questions.

Mr. Fazzalore asked why the revenues for police services have increased. Chief Coluzzi said the new alarm fee would increase the revenue. Mr. Fazzalore asked general questions about expenditures. Chief Coluzzi explained that some of the budget increases are attributed to bulletproof vest replacement and video cameras for areas of the police station as required by the Pennsylvania State accreditation program.

Mr. Fedorchak asked Chief Coluzzi if video surveillance for Township properties such as Kids Kingdom was included in the Police budget. Chief Coluzzi said he put the video surveillance in the Township capital budget. Mr. Fazzalore asked how much video surveillance would cost at the designated Township properties. Chief Coluzzi said it would cost approximately \$15,000 to

\$20,000 and he would work with Verizon on where to put the wires. Mr. Fedorchak and Chief Coluzzi agreed they would meet on Thursday regarding this issue.

Mr. Fazzalore asked about the increase in the Emergency Management Services portion of the budget. Chief Coluzzi said he had only a small budget for Emergency Management in past years. He said with the implementation of the Township Emergency Management Plan this year the budget must increase to provide the administrative services in connection with implementing the Plan.

Mr. Fazzalore expressed his concern about the increasing police overtime budget. Chief Coluzzi said the Police Department is understaffed. Mr. Santarsiero asked what is the ideal number of police officers on the force. Chief Coluzzi said thirty-four officers would be ideal and he has thirty-one, noting that only twenty-eight officers are on patrol duty. Those present at the meeting discussed the affect Matrix with senior housing when built, would have on the Township safety services. Chief Coluzzi said the Bucks County average number of police officers is 1.8 to every 1000 people. He said the national average is 2.7 officers to every 1000 people.

Chief Coluzzi stated in the Capital expenditures section of the police budget he is asking for four new vehicles. He said the average vehicle turnover is three to four vehicles per year. Chief Coluzzi stated he is also asking to complete the renovation of the Police Department

Mr. Fazzalore asked to see capital expenditures broken down by department. Mr. Fedorchak said he would provide that information to the Board of Supervisors.

The 2005 Police Department budget was accepted.

PARK & RECREATION DEPARTMENT

Mr. Fedorchak asked the Supervisors for their approval to borrow \$3,000,000 now for certain Township projects slated to start soon. He stated \$1,000,000 is for Phase I of Memorial Park, \$1,400,000 is for the purchase of Wright Farm and \$600,000 is for the purchase of the Samost tract. Mr. Fazzalore said he thought the Township needed \$4,000,000. Ms. Sheridan said that only \$3,000,000 is available right now, and an additional \$1,000,000 would be available in early 2005. Mr. Fazzalore stated he remembers the Township borrowing money internally for recent projects and asked if that money was repaid. Ms. Sheridan stated those debits have been repaid. Mr. Fedorchak asked the Supervisors for their approval to borrow \$3,000,000 now. The Supervisors present at the meeting approved the Township borrowing \$3,000,000. Mr. Fedorchak stated he would put the borrowing of \$3,000,000 on the November 15th Board of Supervisors meeting agenda for final approval.

Ms. Donna Linney was present at the meeting to present the 2005 Park & Recreation Department budget and answer any questions. She stated the Park & Recreation Department budget is exactly the same as the prior year despite an increase in services her department provides and the greater geographic area it is responsible for. Ms. Linney stated Park & Recreation has only one

loan payment of \$50,000 which will be satisfied in 2006 and stated the millage would be lower in 2006 than in past years. Mr. Fazzalore noted that Park & Recreation has a deficit of \$175,000. Mr. Fedorchak stated that Ms. Linney went through the budget and was able to cut \$25,000 and having an end of year balance of \$35,000 which will double because of further budget cuts, plus a carryover of \$8,000 from a prior year, will reduce the deficit considerably.

Ms. Linney discussed the 2005 expenditures. Mr. Fedorchak stated a 90 foot baseball field on Edgewood Road is in the 2005 budget and asked the Supervisors to approve the reallocation of those funds to lighting a field at MacClesfield Park to allow for more play time. The Supervisors agreed to the reallocation.

Mr. Stainthorpe asked about discount tickets. Ms. Linney stated the discount tickets do not cost the Township any money and the Township does not make any money on them.

The 2005 Park & Recreation budget was accepted.

TOWNSHIP POOL

Ms. Linney stated membership fees would remain the same for 2005. She stated the Park and Recreation Board recommended increasing the guest fee from \$5.00 to \$8.00 per person, which could generate approximately \$10,000 in revenue. Mr. Stainthorpe and Mr. Fazzalore suggested increasing the guest fee from \$5.00 to \$10.00. Ms. Linney stated she would ask the Park & Recreation Board to make a pool guest fee increase recommendation to the Board of Supervisors. Ms. Linney noted the Pool Bond has been paid in full.

The 2005 Township Pool budget was accepted.

Mr. Brad Sharp, Manager of the Township Pool was present at the meeting. He stated the Township should budget capital improvements for the pool in the next budget year for possible repairs to the pool since the pool is twenty years old. Mr. Fedorchak asked Mr. Sharp and Ms. Linney to prepare a capital five-year plan for the pool. Mr. Sharp noted that he would include improvement to the baby pool in the capital five-year plan.

PUBLIC WORKS

Ms. Donna Reardon was present at the meeting. Mr. Fedorchak stated the general operating budget for 2005 is less than 2004. Ms. Reardon stated that more money will be spent on leaf collection in 2005 and 2005 than in the past because there will be at least three leaf pickups. Mr. Fazzalore suggested the Township look into other ways to collect leaves. Mr. Fedorchak discussed leaf collection processes and the temporary staff it takes to perform the job.

The 2005 Public Works budget was accepted.

There being no further business, the meeting was adjourned at 5:40 p.m.

Respectfully Submitted,

Scott Fegley, Secretary/Treasurer