

TOWNSHIP OF LOWER MAKEFIELD  
BOARD OF SUPERVISORS  
MINUTES – OCTOBER 15, 2014

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on October 15, 2014. Chairman Dobson called the meeting to order at 7:30 p.m.

Those present:

Board of Supervisors:       Dobby Dobson, Chairman  
                                      Dan McLaughlin, Vice Chairman  
                                      Pete Stainthorpe, Secretary  
                                      Kristin Tyler, Treasurer  
                                      Jeff Benedetto, Supervisor

Others:                        Terry Fedorchak, Township Manager  
                                      Jeffrey Garton, Township Solicitor  
                                      Mark Eisold, Township Engineer  
                                      Tom Roche, Police Department

**PUBLIC COMMENT**

Ms. Lisa Huchler-Smith, Disabled Persons Advisory Board, announced that they will have the ribbon cutting ceremony on Saturday, October 18 at 10:00 for the all-inclusive playground at Memorial Park, and she invited everyone to attend.

Mr. Jim Bray, Environmental Advisory Council, stated an Ordinance will be considered by the Board of Supervisors on November 5 which has to do with a modification to the Tree Ordinance and the Tree Replacement Ordinance. He stated it appears that there is some misunderstanding of the Ordinance, and he would like to provide clarification. He stated the EAC has had good communication with the Board of Supervisors over the last three to four years, and the Board has cooperated with the EAC on all the changes they have made over those years. He stated the EAC does not work on projects unless they have the full support of the Board of Supervisors.

Mr. Bray stated the reason they are making this change is because the present system is not working, and there is no Fee-In-Lieu provision currently for tree replacement. He stated the Ordinance specifies that there should be and that the Board of Supervisors should come up with a figure. He stated over the years this has never been done, and what the EAC has done is to fill that void and has come up with a value. He stated currently the Township is owed one hundred seventy-seven replacement trees from various developers.

Mr. Bray stated they also want to modify the Best Management Practices since Best Horticultural Practices evolve over time. He stated the current Ordinance has no mechanism for adjusting for changes like this.

Mr. Bray stated this Ordinance change does not in any way modify or change the Native Plant Ordinance.

Mr. Bray stated they will set up a tree bank account; and upon approval of the Board of Supervisors, this allows developers the option of not planting replacement trees on site, and instead they may pay a Fee-In-Lieu of to the Township's tree replacement account that they are calling the tree bank. He stated they calculated a tree replacement cost by doing an analysis of local nurseries and talking to developers, and they have come up with a value of \$315 per replacement tree. He stated they will also determine time of payment which was not done before, and the developers will be required to place this money into the tree bank account at the time the Development Agreement is executed with the Township.

Mr. Bray stated they have also set the horticultural practices tied to National nursery stock and tree planting standards; and as the standards change over time, the Ordinance will automatically adjust.

Mr. Bray stated at the November 5 meeting, the EAC will put on a short power point which explains more fully what they are proposing so that the Board and the public will be fully educated. He stated if any of the Board members need more information in the interim, he can supply this.

Mr. Stainthorpe stated he agrees with what they are proposing especially the financial piece. He stated they are owed one hundred seventy-seven trees, and they are not sure what to do with them. He stated he feels they found a place for two of them last week at the Community Center. Mr. Stainthorpe stated he had done a quick read of the Ordinance, and he felt there was a statement made that required that street trees be native; and this was not part of the Native Plant Ordinance since he felt the Native Plant Ordinance requires native plants on Township property and in buffers, but did not relate to street trees. Mr. Bray stated he feels this is incorrect, and that it does relate to street trees as well. Mr. Stainthorpe stated he feels they need to discuss this further. Mr. Stainthorpe stated a native plant is considered something that was here before Columbus, and some of the landscapers indicated at the time they debated the Native Plant Ordinance that they are not always necessarily the best plants to grow in today's environment since there was no asphalt or concrete when Columbus came here. He stated some of the hybrids and non-natives actually do better. He stated they can discuss this further in November.

Mr. Bray stated he is a naturalist at Bowman's Hill Wildflower Preserve which is a native plant preserve and probably the most preeminent preserve of its type in the Eastern United States, and he can discuss the virtues of native plants.

Mr. Stainthorpe stated he is not against native plants, but he feels there are still places for non-native species; and they can discuss this further in November.

Mr. Bray stated the Native Plant Ordinance has been in effect for seven years, and they have gone thorough twenty-five to thirty developments; and they have not had one issue with the Native Plant Ordinance.

Ms. Tyler asked if this Ordinance presents an opportunity to address trees planted within the right-of-way where power lines are run. Mr. Garton stated this is a Subdivision Ordinance, and that issue would be under the general police powers so they would have to do a separate Ordinance to address that issue. Ms. Tyler stated if there is a new development, she feels they could address this; and Mr. Garton stated there should be criteria to discuss what kind of trees could be planted under power lines. He stated they could address that issue to make sure that the tree species that are selected are not the kind that impact power lines. Mr. Bray stated they have already done this. He stated when they considered the Native Plant Ordinance, this was included. He stated there are appropriate species that can be grown under power lines.

Mr. Dobson asked about the basin naturalization that is occurring along Lindenhurst Road. Mr. Bray stated it took a long time to get this underway. He stated they received a \$200,000 Grant from the State of Pennsylvania, and the main reason this was received was because of the Township's performance as far as the basin naturalization program. He stated they have about half of the basins in open spaces in the naturalization program. He stated the Grant was received to naturalize four basins in the northern part of the Township. Mr. Bray stated he feels the basin at Lindenhurst should be finished within a month.

Mr. Arthur Cohn stated November 4 is Election Day, and he asked everyone in Lower Makefield Township to come out to vote.

Mr. David Trotto stated he lives in Yardley Hunt and there have been rumors about digging that has been taking place near the tennis courts off of Revere and near the basin across the street. Mr. Eisold stated about four to five months ago some of the residents from the area around the basin noticed some sinkhole areas. He stated there had been two previous incidents where there were areas where Toll Bros. back in the 1980s when they had built that development had dug a large hole and put the waste material into it, and they had done the same thing in this area. He stated over the last two months, Toll Bros. has been removing a lot of that material; and while they have done a fair amount of this work, they are now

cleaning up for the winter, and they will have to come back in the spring to address the rest of it. He stated this involves wood, siding, drywall, etc.; and this was a common practice that was done in the 1980s. Mr. Eisold added that Toll Bros. has had to do this twice before, and this is the third time they have had to get this resolved. He stated they are paying all the Township costs to monitor this to make sure that they get out all the material, and they are being fairly cooperative. He stated he is not sure that this relates to the tennis courts but knows that it was around the basin. Mr. Fedorchak stated he understands it is headed in the direction of the tennis courts so they may be impacted.

Mr. Trotto stated one of the concerns was that the tennis courts were going to be taken down and replaced by a dog park or some other facility, and he feels the tennis courts are a great asset. Mr. Fedorchak stated the tennis courts may be impacted, and they should have a better idea in a few weeks. Mr. Dobson stated if they have to take them down for any reason, the Township should make sure that they are going to put them back up. Mr. Fedorchak stated he would recommend that they engage the Park & Rec Board in that conversation. He stated the Park & Rec Board have discussed whether the Revere Drive tennis courts are necessary long term, and there could be consideration that there is a value given to that which Toll Bros. would give the Township rather than a new tennis court; however, before it gets to that point, they would engage the neighborhood in that conversation. Mr. Dobson stated the ones on Schuyler would not be coming down. Mr. Trotto stated he is concerned about the ones on Revere as he feels those tennis courts are a great asset, and he would not want to see them taken away although he would be in favor of them being repaired.

Mr. Matthew Bulger, 219 Taylorsville Road, stated BRRAM met earlier this week. He stated at the September 17 meeting, the Board of Supervisors voted to approve \$10,000 to support the lawsuit; and there was a stipulation of an additional \$5,000 if BRRAM was able to come up with matching funds from other areas. He stated last month Upper Makefield joined the suit and also contributed \$10,000. He added he believes Upper Makefield is now a Party and not just a friend of the Court. He stated a representative from Yardley Borough was also at the BRRAM meeting, and he indicated that Yardley Borough is going to consider this as part of their Budget for the coming year.

Mr. Garton stated he has been in contact with Mr. Potter who is the attorney representing BRRAM in the litigation, and he was made aware of the fact that Upper Makefield was going forward with this.

Mr. Benedetto asked if anything further is needed to be done by the Board for the additional \$5,000, and Mr. Garton stated the Motion was already made as part of the Board's prior approval.

#### APPROVAL OF MINUTES

Mr. Stainthorpe moved and Mr. McLaughlin seconded to approve the Minutes of October 1, 2014 as amended. Motion carried with Mr. Benedetto abstained.

#### APPROVAL OF OCTOBER 6, 2014 WARRANT LIST AND SEPTEMBER, 2014 PAYROLL

Ms. Tyler moved, Mr. McLaughlin seconded and it was unanimously carried to approve the October 6, 2014 Warrant List and September, 2014 Payroll as attached to the Minutes.

#### UPDATE ON 2014 ROAD PAVING PROGRAM

Mr. Eisold stated today the final roads were paved, but there is still cleanup work to be done. He stated when everything is completed, they will report at the next meeting with a recommendation on the liquidated damages.

Mr. McLaughlin asked if there is a date when you should not do any further paving, and Mr. Eisold stated PennDOT has the date of November 1. He stated while you can still do work after that date, you would need special permission to pave after that date. He stated they should be fine with the November 1 date. Mr. Dobson stated this would depend if the asphalt pits are still open; and Mr. Eisold agreed although in the past they have been able to pave in December if there are some warm days. Mr. McLaughlin asked if there is an opportunity to use the liquidated damages to pave another road since there were some roads that did not make the list this year that were committed to be first on the list next year. Mr. Eisold stated he and Mr. Fedorchak have had some discussions about this, and they will discuss it further. He stated the contractor has been very busy in other Townships so he is not sure he will have the ability to do that this year. He stated they did ask him for a price for the ball fields; however, he did not want to entertain that.

Mr. McLaughlin stated the Board did get what they needed for substantially less than they had to pay because of the delay in the roads being completed, and he feels it would be good to remember the savings and put it into next year's Budget. Mr. Fedorchak stated at this point he did not include that in the Preliminary Budget.

Mr. Eisold stated they still need to calculate that number, and they can discuss this at the next meeting. Mr. McLaughlin stated he feels they should have a robust program next year.

Mr. Fedorchak asked if they have Ply Mar, the baseball field contractor, handling the paving; and Mr. Eisold stated he is. Mr. Eisold stated he bid on it originally as part of the project, and he is going to honor that price. Mr. Eisold stated a subcontractor is lined up to do that work although Mr. Eisold does not know the exact date yet. Mr. Fedorchak stated that will not be under liquid fuels so they do not have to worry about the November 1 deadline, and Mr. Eisold agreed. Mr. Eisold stated they also need to talk about the front parking lot, and he will get a price from him for everything and discuss it further.

Mr. Benedetto asked if the liquidated damages has to do with the completion of the work, and Mr. Eisold agreed it is because they did not complete the work by the time stated in the Contract. He stated they did do some additional work, so they will need to take that into account; and he, Mr. Garton, and Mr. Fedorchak will discuss this prior to the next meeting.

#### UPDATE ON QUIET ZONES

Mr. Eisold stated he spoke with the consultant from Gannett-Fleming that is assisting the Township with the Quiet Zones, and they are moving ahead with their studies and evaluations. The schematic diagrams for the period September 1 to September 30 are 85% complete, inventory sheets are approximately 90% complete, and the risk index calculations are about 80% complete. They are getting ready to issue the Notice of Intent as well as draft the preliminary report of all the information. Mr. Eisold stated he has not heard anything about the Grant that was submitted.

Mr. Dobson asked Mr. Eisold when he feels everything could be completed, and Mr. Eisold stated he feels it could be completed by mid to late fall next year.

Mr. Tim Collins discussed an article published recently in the Wall Street Journal about a potential railroad merger with CSX which could result in transport by CSX of a substantial amount of frack oil. He stated he feels there could be 500,000 additional carloads of petroleum traveling across the County every day, and he feels CSX will see an increase of 100,000 cars per year. He stated there will be a significant increase in train traffic, and this is an additional reason to support the Quiet Zones.

## INTRODUCTION OF 2015 PRELIMINARY BUDGET

Mr. Fedorchak stated the Budget document will be posted on the Township Website tomorrow and a hard copy will be available at the Township Building. The Preliminary 2015 spending plan totals \$28.3 million across all twenty Township funds. As presented it will not require an increase in the property tax. The property tax, which is the single most important revenue source, is proposed to remain at 15.12 mills; and that rate has remained stable for the last seven years. He stated Lower Makefield Township does not levy a wage tax.

Mr. Fedorchak stated of the \$28.3 million approximately \$10.7 million is the General Fund. He stated the General Fund property tax will remain at 10.85 mills, and the General Fund property tax accounts for 53% of all General Fund Revenues. He stated the second most important General Fund Revenue is the Transfer Tax, and this is only approximately 10% of the total. Mr. Fedorchak stated there are 11,399 residential properties that are taxed in Lower Makefield, and this is up 44 properties from last year. The average residential assessment is \$41,625, and the average annual residential property tax is \$629; and those two figures have not changed for quite some time.

Mr. Fedorchak stated with regard to the General Fund Expenditures, 2015 General Fund Operating Expenditures are expected to increase 3.4% over 2014 Budget estimates. There will be a reduction of one full-time position in Administration as a result of an early retirement. Mr. Fedorchak stated he is currently working with the actuaries to continue the early retirement incentives, and sometime within the next month the actuaries will have a proposal for the Board to consider. Mr. Fedorchak stated they have budgeted for a 2.5% wage increase for all non-uniforme personnel.

Mr. Fedorchak stated 2015 Police Expenditures are expected to increase by 4%. The Police Department accounts for over 60% of all General Fund expenses. He stated Police salaries will increase by 3.5% which is in accordance with the new five-year Labor Agreement just approved. Officers will contribute 1% of their salary toward their Pension Plan starting next year, and this contribution will increase to 2% in 2017. Mr. Fedorchak stated non-Union Administrative personnel currently contribute 3% towards their Plan, and that will continue into 2015. He stated that any new non-uniform full-time hires are enrolled in the Township's Defined Contribution Plan which started two years ago, and currently there are four new hires that are enrolled in this program.

Mr. Fedorchak stated in summary for the General Fund he is projecting that 2015 Expenses will exceed forecasted Revenues by approximately \$379,000, and this will require that they dip into the General Fund Reserves to balance this Budget.

Mr. Fedorchak stated this will still leave \$1.2 million at the end of 2015 or 11% of the total expenses which is still well above Safe Harbor range which is typically 5% to 8%.

Mr. Fedorchak noted Road Resurfacing on the Capital side, and he has Budgeted \$828,500; and this will be expensed out of Liquid Fuels and the Capital Reserve Fund. He stated top on the list is Township Line Road. Mr. Fedorchak stated in 2014 they will have spent \$920,000 toward the roads program. In 2013 the Township spent \$674,200 so over a three-year period, 2013 through what is projected to be spent in 2015, the Township will have spent almost \$2.5 million on road resurfacing. He stated this is consistent with the Township engineer's recommendation as part of the twenty-five year Road Resurfacing Program.

Mr. Fedorchak stated the Community/Senior Center is another major Capital item which is expected to cost slightly more than \$2 million. Mr. Fedorchak stated he has placed that expense in the Capital Reserve Fund. He stated the Township will receive \$1 million from a State Grant, and he proposes that a loan be taken out for the remainder. He stated the loan will add approximately \$65,000 a year to the Debt Service, but this will not start until 2016. He stated it is possible the \$65,000 will be less or more depending on the term and the rate. He stated he anticipates a rate of approximately 3% or less.

Mr. Fedorchak stated he is recommending an increase to the assessment fee in the Street Light Fund of \$.14. He stated there are currently 855 Township residences that pay a street light fee, and this will allow the Township to begin to balance this fund. Mr. Fedorchak stated hopefully next year, they will get the streetlights to be LED; and he is looking for the engineers to come up with a program for this which should save money.

Mr. Stainthorpe announced the Board has scheduled the Budget Workshops with the first one on Tuesday, October 28 at 6:30 p.m. and the second on November 13 at 6:30 p.m. in the Township meeting room. He stated these are open to the public who are encouraged to come out and see the process.

Mr. Benedetto stated Mr. Fedorchak had indicated the Senior/Community Center will cost slightly more than \$2 million with \$1 million coming from the State Grant, and the remainder to be financed through an additional loan. Mr. Benedetto stated the Bond for the Dalgewicz Settlement was \$4.65 million, and there was an additional \$500,00 - \$250,000 for the all-inclusive playground and \$250,000 for the professional services for the Community Center. Mr. Benedetto asked Mr. Fedorchak if he is recommending borrowing an additional \$1 million beyond the \$500,000 that



has already been borrowed, and Mr. Fedorchak agreed it would be an additional \$1 million. He stated \$250,000 was for the professional services of the architects and engineers for the Community Center.

Mr. Benedetto stated his understanding is that between the ball fields, the playground, and the tennis courts the cost was \$1.25 million. Mr. Fedorchak stated the ball fields should be less than \$700,000, the tennis/basketball court renovation was approximately \$190,000, and \$100,000 of the Grant was dedicated to the all-inclusive playground so in total this would be less than \$1 million. He stated they will therefore end up with \$1,010,000 that can be applied toward the Community/Senior Center.

Mr. Benedetto stated in his review of the ball fields in the Budget it indicates they spent \$762,807 for construction of Phase I and professional services. He stated he feels the numbers are confusing. Mr. Fedorchak stated in the Budget there are two cost elements for the ball fields – the construction element and professional services; and these have been separated within the Capital Reserve Fund. He stated for the Budget Workshop he could develop a total cost that would include both cost elements. He added that the professional services – the soft costs – are not Grant eligible; and the only part that is Grant eligible are the construction costs. He stated they have been financing all of the professional service expenses from the Capital Reserve and from the Park & Rec Budget over the last three years.

Mr. Benedetto stated he is trying to find out how much the ball fields are costing the Township. He reviewed costs shown for the ball fields in 2013 and 2014. Mr. Fedorchak stated in addition to the engineering directly related to the ball fields and construction management, there is a significant amount of administrative paperwork associated with the ball fields, the tennis court renovation, and the all-inclusive playground and ultimately the Community Center. He stated these costs are also blended in there as well. Mr. Benedetto stated he finds it difficult to discern what is being spent. He stated from looking at the Budget the tennis courts were \$190,000 and the all-inclusive playground will cost \$400,000. Mr. Fedorchak stated he feels it will be approximately \$350,000 for construction and approximately \$50,000 for professional services. Mr. Benedetto stated for the ball fields he has a figure of \$1,002,807 million, and he described how he determined that this was the amount. He stated he feels by the end of the year they are projected to spend \$957,807 on the ball fields, and in 2015, they have Budgeted an additional \$45,000 for professional services in Phase II. Mr. Fedorchak stated they would have to back out the costs for General Grant Administration which would give an accurate number for construction plus professional services for the ball fields, and he could make this available to Mr. Benedetto.

Mr. Benedetto stated with regard to the Community Center he feels the total cost will be about \$2.25 million, and Mr. Fedorchak stated it could be more because the construction could be more.

Mr. Fedorchak stated the Grant requires the Township to submit an extraordinary amount of paperwork, and Boucher & James has dedicated Ms. Goldstein to do this work which is a massive amount of work including quarterly meetings with the State Representatives. He stated he can provide the cost to the Township for this.

Mr. Benedetto stated they have already borrowed \$500,000, and he asked if borrowing an additional \$1 million will be enough. Mr. Fedorchak stated at this time he is not sure. He stated he feels the \$1 million is a starting point for this discussion, and Mr. Stainthorpe stated this is why they have the Budget Workshops to discuss this amongst the Board as to how much they want to borrow. Mr. Fedorchak stated it is very possible that they may need to borrow more than \$1 million for the Community Center.

Mr. Benedetto noted the Pension costs. He noted a recent article in the Courier, and he understands that a healthy funding ratio is 80%; and the Township is below this. Mr. Fedorchak stated the State gives them a score called a Distress Level, and the Township's Distress Level is 1 which is good. He stated the funding ratio could be higher, and it has been higher in the past. He stated it goes up and down depending on a number of factors. Mr. Fedorchak stated there is unfunded liability; but it is important to remember that Act 205 requires that the Township address the number, and it is addressed in the MMO that was presented to the Board. He stated they are funding the MMO at 100%.

Mr. Benedetto noted the Cable TV Franchise Revenue and as of October 6 a little over half has been collected; and he asked if this is something that is historically the way they operate. Mr. Fedorchak stated sometimes they do not get the last quarter amount due until the following year.

Mr. Benedetto asked when the Cable TV Franchise Agreements are up for renewal. Mr. Stainthorpe stated the renewal took place in 2003/2004 since they paid for the TV equipment from the Grant from them during the renewal process. Mr. Fedorchak stated he believes that it was a fifteen-year Agreement.

Ms. Lisa Huchler-Smith stated the bike paths are part of Park & Rec and not part of the re-paving program. She stated she does not feel they are taking care of a lot of the bike paths. She asked if it would be more economical to do the bike paths along with the paving of the roads since the contractors would already be ripping up the

road, and they could just move over to the bike path and do it at the same time. She stated the bike paths leading up to Memorial Park are horrendous with gaps 1” wide.

Mr. Fedorchak stated they have done some coordination like this in the past. Mr. Eisold stated each year they usually have a portion of bike paths that are included in the road projects, and each year they have approximately \$20,000 to \$40,000 in bike path repairs based on a review of the bike paths by the Park & Rec Board of which areas they feel are in the worst condition.

Mr. Zachary Rubin, 1661 Covington Road, asked what one mill brings in to the Township, and Mr. Fedorchak stated currently it is approximately \$508,000. Mr. Rubin stated they borrowed an additional \$500,000 with the Dalgewicz Settlement, and now they are proposing another \$1 million which will be \$65,000 debt service per year in addition to the debt service for the \$500,000. Mr. Rubin stated the Board “pats itself on the back” about not raising taxes for the last seven years, but they then borrow money which incurs more expenditures for the Township. Mr. Rubin stated he feels if they bring in revenue by increasing the millage, it would decrease the expenditures per year.

Mr. McLaughlin stated he recalls that in the past Mr. Rubin had encouraged the Board to borrow even more money because of the low interest rates. Mr. Rubin stated he recalled that he had indicated that rather than going to variable rates, since there were historically low levels, they should go to fixed rates.

Mr. McLaughlin stated he also recalls that Mr. Rubin had encouraged them to borrow money because of the low interest rates. Mr. Rubin asked if it is not true that if they brought in the revenue through millage and not through borrowing, it would lower the expenditures.

Mr. McLaughlin asked how much of the borrowing was for the Golf Course, and Mr. Fedorchak stated \$400,000 was for the Golf Course, and \$250,000 was for the professional services for the Community Center. Mr. Benedetto stated it was \$3.6 million for the Dalgewicz Settlement, \$400,000 for the Golf Course, \$150,000 for the Township facility upgrade, \$250,000 for the all-inclusive playground, and \$250,000 for the engineering.

Mr. McLaughlin stated the \$400,000 for the Golf Course would be revenue generating; and Mr. Rubin stated while this is true, the tent was never purchased. Mr. Fedorchak stated they will be addressing items at the Golf Course.

Mr. Rubin stated when they have the Budget Workshops, they should look into raising the millage and not borrowing. Mr. Stainthorpe stated he feels that if you consider the bond re-financing that has been done recently, they have significantly lowered the Debt Service which allowed them to proceed with the Dalgewicz borrowing without having to raise taxes. Mr. Rubin stated he agrees that the Township did save hundreds of thousands of dollars by re-financing, but he still feels the Township could have more than that if they would start paying off some of the debts and not borrowing and instead paying as they go.

Mr. Rubin stated there was discussion about streetlights, and he asked Mr. Fedorchak if he is proposing in the Capital Budget purchasing a bucket truck; and Mr. Fedorchak stated he is not. Mr. Rubin suggested that the Township make such a purchase because there are more streetlights on dedicated streets, and trees growing into power lines. He stated every time a streetlight on a Township owned dedicated street goes out, they have to pay another Township to use their bucket truck. Mr. Fedorchak stated they have a relationship with Northampton Township where they service the streetlights. Mr. Rubin stated for the last twenty years that they have been paying them for their trucks, he feels it would make sense to have out own truck. Mr. Fedorchak stated they would need to see a proposal from the Public Works Director. He stated in addition to the cost of the bucket truck, there is also staffing involved. He stated they could discuss this during the Budget Workshops.

Mr. Rubin asked Mr. Fedorchak if he is proposing hiring a Finance Director in the Budget, and Mr. Fedorchak stated he is not. Mr. Rubin stated it has been a number of years since they have had a Finance Director. Mr. Fedorchak stated they have not had one for the last four to five years. Mr. Rubin asked if there is a proposal to have a position added for Assistant Township Manager, and Mr. Fedorchak stated there is not.

Mr. Joe Menard, Citizens Budget Commission, stated they do try to keep Operating Expenses in the Operating Budget and Capital items within the Capital Budgets. He stated the Citizens Budget Commission is putting together a fifteen to twenty-five year Plan for all the Capital improvements, and they are going through every aspect of the Township facilities and the Enterprise Funds; and they are coming up with a Master Plan so they can balance what is needed in terms of a contribution to the Capital Improvement Fund.

Mr. Benedetto stated Mr. Fedorchak indicated that for 2015 there will be a reduction of one full-time Administration position as a result of an early retirement. He also noted that since 2011 the number of full-time Administrative and Public Works employees has been reduced by over 10% through attrition and early retirement. Mr. Benedetto stated he is concerned that with the opening of the

Community Center and the additional ball fields, the current staff is already stretched pretty thin. He feels that with the attrition and early retirement, they will be spreading them too thin; and they will not be able to staff the needs they have and keep the services.

Mr. Menard stated at the Citizens Budget Commission, they discussed being proactive with regard to the operation of the Community Center and trying to understand what it will mean to the Budget.

Mr. Menard stated with regard to Mr. Benedetto's earlier questions about the Capital items, the Citizens Budget Commission will be re-writing that whole Section so that it makes more sense. He stated he agrees that it is confusing especially when there are items traversing over two to three years.

#### APPROVAL OF GRACE POINT CHURCH PHASE I DEVELOPMENT AGREEMENT

Mr. McLaughlin moved, Mr. Stainthorpe seconded and it was unanimously carried to approve the Grace Point Church Phase I Development Agreement.

Mr. Garton noted that the Board was in Executive Session for ten minutes prior to the meeting to discuss Zoning Hearing Board matters.

#### ZONING HEARING BOARD MATTERS

With regard to the Thomas Schneider, Jr. Variance request for the property located at West Ferry Road in order to construct a single-family home with less than 100' front lot width, it was agreed to leave the matter to the Zoning Hearing Board.

With regard to the Mr. & Mrs. Michael Mulray Variance request for the property located at 1490 Heather Circle in order to construct an addition resulting in less than the required front yard setback, it was agreed to leave the matter to the Zoning Hearing Board.

#### SUPERVISORS REPORTS

Mr. Benedetto stated the eighth annual Lower Makefield Veterans Parade and Dedication will be held on Sunday, November 9 beginning at 1 p.m.

Mr. Benedetto stated the Citizens Budget Commission will be continuing to work on the Pool management and Steering Committee to plan for next season. He stated they are also working with the Golf Committee and the Golf Course management to increase the food service revenue. He stated they are also reviewing the 2015 Budget and the long-term Capital Plan for the Township including the Business Enterprises in the Township.

Mr. Benedetto stated the EAC met on October 8 and had a question about the Open Space Grant and wanted to know if the Application had been submitted.

Mr. Fedorchak stated it has not been finished yet; and once it is completed, they will post it on the Website. Mr. Benedetto stated with regard to the basin drainage project, they added eight to ten basins to the program this year, and Mr. Bray will be drafting a letter highlighting the savings in the basins program.

#### APPROVE PENSION CONSULTANT CONTRACT

Mr. McLaughlin moved, Mr. Stainthorpe seconded and it was unanimously carried to approve the Pension Consultant Contract with RBC Wealth Management.

#### OTHER BUSINESS – ADOPTION OF 2015 PRELIMINARY BUDGET

Mr. Fedorchak asked that the Board consider adopting the Preliminary Budget this evening.

Mr. Stainthorpe moved, Mr. McLaughlin seconded and it was unanimously carried to adopt the 2015 Preliminary Budget.

There being no further business, Mr. Stainthorpe moved, Mr. McLaughlin seconded and it was unanimously carried to adjourn the meeting at 8:50 p.m.

Respectfully Submitted,



Pete Stainthorpe, Secretary



# Township of Lower Makefield

BOARD OF SUPERVISORS  
Dobby Dobson, Chairman  
Daniel McLaughlin, Vice-Chairman  
Pete Stainthorpe, Secretary  
Kristin Tyler, Treasurer  
Jeffrey Benedetto, Supervisor

## OCTOBER 2014 WARRANT LIST AND SEPTEMBER 2014 PAYROLL COSTS FOR APPROVAL OCTOBER 15, 2014 BOARD OF SUPERVISORS MEETING

| <b>Accounts Payable Warrant Report:</b> |               |                        |
|---|---------------|------------------------|
| Printed Checks:                         |               |                        |
| 10/06/14 Warrant List                   | \$ 859,287.83 |                        |
|   |               |                        |
| Manual Checks:                          |               |                        |
| 10/06/14 Warrant List                   | \$ 519.42     |                        |
|   |               |                        |
| Total Warrant Reports                   |               | \$ 859,807.25          |
|   |               |                        |
| <b>Payroll Costs:</b>                   |               |                        |
| September 2014 Payroll                  | \$ 359,039.70 |                        |
| September 2014 Payroll Taxes, etc.      | \$ 150,256.51 |                        |
|   |               |                        |
| Total Payroll Costs                     |               | \$ 509,296.21          |
|   |               |                        |
| <b>TOTAL TO BE APPROVED</b>             |               | <b>\$ 1,369,103.46</b> |

