

TOWNSHIP OF LOWER MAKEFIELD  
BOARD OF SUPERVISORS  
SPECIAL BUDGET MEETING  
MINUTES – OCTOBER 3, 2013

A special Budget Meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on October 3, 2013. Chairman Stainthorpe called the meeting to order at 6:30 p.m.

Those present:

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

Others:                         Terry Fedorchak, Township Manager

Absent:                         Dan McLaughlin, Board of Supervisors Secretary

PARK & RECREATION BUDGET

Ms. Donna Liney, Park & Recreation Director, was present and stated this will be the fourteenth year Park & Recreation is presenting an Operating Budget with no increase in millage. Since the year 2000, when the Park Tax was \$54, through 2009 when the Park Tax was \$62, they continue to provide improvements and comprehensive services to the expanding Park system in the Township. Ms. Liney stated this is certainly positive from the community's standpoint as residents are living through a challenging economy.

Ms. Liney stated Park & Recreation Revenues for 2014 are projected to come in at approximately \$870,000 and Expenditures are projected at \$859,000. She stated on the Revenue side of the Parks Budget, user fees were increased in 2011 to \$15 per resident and \$36 per non-resident. Although enrollment in some of the user groups is slightly down, by and large, given the economic climate, program fees have been stable. The reduction in program fee dollars in 2013 is a result of the decision by the user groups to host less tournaments, and there were several camps which cancelled this year. Ms. Liney stated on the Expenditure side, Park & Recreation is committed to the ongoing challenge of doing more with less. Manpower remains unchanged for 2014, and they are mindful of minimizing necessary overtime. She stated the three-person Park crew is supported with summer seasonal help.

Ms. Liney stated the Repairs and Maintenance Line Item exceeded the budgeted amount due to repairs completed in 2013 from Hurricane Sandy. She stated that Park & Recreation continues to complete more projects in house, seek competitive pricing on purchases, and service their own equipment.

Mr. Stainthorpe noted under Revenue – Park and Recreation Sales, and Ms. Liney stated this is ticket sales.

Mr. Benedetto asked who will manage the day-to-day operations of the Community Center once it is built; and Mr. Stainthorpe stated Ms. Liney will although it may be that she might have to hire someone else. Ms. Tyler stated at some point she would like to have them hire a few of the Seniors to handle the opening of the facility depending on the usage. Mr. Stainthorpe stated at this point they do not know what the usage will be beyond the Seniors.

Mr. Dobson asked why they are Budgeting less Revenue next year than they did this year; and Ms. Liney stated she did not hit the Revenue figure for this year, and she wanted to be cautious. She stated she looks at Program Fees; and when they are down, she feels she should be cautious. Ms. Liney stated \$33,000 came from a Grant as a result of repairs done due to Hurricane Sandy, and this \$33,000 bolstered the revenue.

Mr. Benedetto asked about the Inclusive Playground, and Mr. Fedorchak stated they have included the construction costs which are reflected in the Capital Fund. He stated he does not feel this will be finished until late in the year. He stated he feels they will have to go through a Land Development Plan.

Mr. Benedetto asked about the millage, and Mr. Fedorchak stated it is 1.28.

#### COMMUNITY POOL BUDGET

Ms. Liney stated the Community Pool Budget is a Proprietary Budget fully funded by Membership Fees, and no tax dollars go into the Pool.

Ms. Liney stated as presented in April, the Pool enrollment has continued to taper from its peak in 2009, even with the addition of new programs and special events. She stated they were able to achieve 93% of the Budgeted Membership Fees for 2013 despite the changing demographics, competition from area facilities, and a difficult economy. Ms. Liney stated last year the Pool launched the Associate Family Membership category which was successful in bringing seventy families and



approximately \$35,000 in Revenue to the Pool. Based on the success last year, they are optimistic they can build on and see a similar increase in 2014. She stated the Park & Recreation Board recommends continuing this program next year.

Ms. Liney stated Revenues for the Pool next season are projected at \$730,000 and Expenses at \$718,000.

Ms. Liney stated the Pool Personnel Services were slightly higher than Budgeted due in part to the reallocation of time for projects the park crew completed for ADA compliance at the Pool. She stated because of the skilled internal workforce, they were able to accomplish the requisite modifications at a reduction of 70% of the estimated cost if they had used outside contractors. Ms. Liney stated the Pool also offered expanded hours this season, opening at 10 A.M. on Saturdays and Sundays. Ms. Liney stated the line item Expenditure for Maintenance and Repairs is slightly over Budget, and this is attributed to the efforts to bring the Pool into compliance by the Park crew.

Ms. Liney stated moving forward they will continue to evaluate and look for opportunities to increase the Membership, and the goal is to return to the Membership levels that were enjoyed in 2009.

Mr. Stainthorpe asked why they have Budgeted Membership fees going up by \$90,000 for next year; and Mr. Fedorchak stated they feel they will be able to grow the Sponsorship Program. Mr. Dobson asked when they started this program, and Ms. Liney stated it was not started until May of this year. Mr. Dobson stated he assumes they feel if it is opened up earlier, they will be able to get more Associate Members, and Ms. Liney agreed. Ms. Liney also stated the Newtown Swim Club closed and at least two dozen families came over and indicated that they wanted to join the Pool.

Mr. Stainthorpe noted Expenses, and he asked if there is a Line Item for Advertising, and Ms. Liney stated she would include this in Office Administration.

Mr. Stainthorpe asked what are the plans to promote the outside membership, and Mr. Fedorchak introduced Rodger Owen, a member of the Citizens Budget Committee. Mr. Owen stated he and Mr. Fedorchak have been talking about ways to promote and market the Pool. He stated they plan to promote the Pool starting in January, and he feels they will be able to enhance Membership and activity levels. Mr. Joe Menard stated if there were additional funds put in a fund so that they could implement some of these ideas, it would be helpful for these start-up marketing activities. Mr. Stainthorpe suggested newspaper advertisement, direct mail or e-mail, and contact with the Newtown Swim Club Members. Mr. Owen stated he feels the Pool is a huge asset, and they need to market it.

Mr. Menard stated the Pool is open to Yardley Borough residents on a Membership basis without sponsorship.

Mr. Benedetto asked about Capital Purchases, and he stated he feels they need to invest money to make money; and he feels there are certain things that are dated at the Pool. He stated he feels the bathrooms could be updated; and Ms. Liney stated this was last done in 2005, and she agreed to look into this to see if there is something that could be done.

Mr. Benedetto asked about the Snack Bar, and Ms. Liney stated Mr. Owen has a lot of ideas about the Snack Bar. Mr. Owen stated he feels this is a huge asset; and while he would like to keep the person who is running it, he feels there are ways to increase her sales and would also like to make some suggestions about the physical construction of the snack bar.

Mr. Dobson stated he agrees that while they should not spend a significant amount of money, they should do some things to improve the Pool.

Mr. Menard stated the Pool still does not have the Capital in the Capital Improvement Fund. He stated if they get the Capital out, they can see it easier all in one place; and the Operating Budget on a comparative basis year to year is more stable.

Ms. Tyler stated she feels they need to see how they do with next year's Membership before they do anything big. She stated with regard to the bathrooms, fans are going to be put in them to help dry them out.

Mr. Stainthorpe asked how long it has been since they raised the Membership Fees, and Ms. Liney stated she believes it was in 2009. Mr. Stainthorpe stated while they may not want to raise fees at this time, there have been periods when they did not raise rates for ten years, and he does not want to do this. It was agreed to leave the fees where they are at this time.

Ms. Tyler stated she feels they need to be sensitive to some of the residents who may not be in favor of the Associate Membership program, and she would like to focus on growing the resident memberships more so than the non-resident memberships. Ms. Tyler stated she has had discussions with a number of people, and no one noticed any difference at the Pool this year. Ms. Liney stated she only received two e-mails against it. It was noted that one individual indicated the Pool was more crowded than in the past; however, Ms. Liney stated they do have a daily record of the occupancy, and she does not believe they went above 1,700 this year, and there were times in the past when they went to 2,200/2,300 for the day.



Ms. Tyler stated there is a Discount Period, so that if you join early, the Membership Fee is \$395. She stated this is not available to Associate Members, and this is just offered to the residents. Ms. Tyler stated the Tax Office could put information about the Pool in the tax bills.

Mr. Benedetto stated the snack bar operators pays only \$3,500 which he feels is very low. Ms. Liney stated she also pays for the use of the electric and pays her own employees. There was discussion about the pricing, and Mr. Owen stated he feels she should be able to make more money. Mr. Menard stated because Membership is down her business is down as well. Ms. Tyler stated it is important that they grow the events which will help the Snack Bar business as well. Ms. Tyler stated she feels the more events they have, the more this will help the Snack Bar. She particularly noted the Movie Night. Mr. Benedetto stated he feels the Snack Bar can be improved upon. Mr. Stainthorpe stated the size of the facility is limiting. Ms. Liney stated people also bring their own food to the Pool, and this may be an economic issue as well.

Ms. Tyler stated her daughter was on the Swim Team this year so she has seen a number of other facilities, and none of them are as good as Lower Makefield in terms of the Snack Bar or the facility itself.

Mr. Benedetto asked about the pavilion rentals adding he sees that the pavilion is used frequently for parties, and he asked why they did not earn any money from this. Ms. Liney stated they have never charged for the Pool pavilion before, and she is suggesting this year that they charge a rental fee for the Pool pavilion similar to what they do at Kids Kingdom which is \$10 an hour.

Mr. Benedetto noted the Swim Lessons, and he asked if this has been going down; and Ms. Liney stated this year it was not as good as it was the year before. Mr. Stainthorpe stated there are fewer young children in the Township than previously. Ms. Tyler stated when the real estate picks up, the young population will most likely increase. Mr. Stainthorpe stated many families moved here years ago when their children were young; and even though their children are grown and have moved away, the parents are remaining in their home and will probably be here for another ten to twenty years which is causing this changing population demographic.

#### GOLF BUDGET

Mr. Mike Attara and Mr. Bob Doria were present. Mr. Attara stated in addition to the Budget, they started to prepare their Draft Business Plan; and they have brought this as well.

Mr. Attara stated their mission is to continue to redefine public golf by setting the standard operations that exceed their customer's expectations in the area of service, Course conditions, Course design, instruction, and dining. He stated they feel that it is important that their customers feel that they are members of the Club.

Mr. Attara noted the Executive Summary, adding 2013 was different from 2012 since weather patterns shifted dramatically. He stated Revenues still were comparable to what was budgeted since they had not budgeted 2012's numbers into 2013. He stated they will be a little more aggressive with regard to Revenues in 2014 both on the Golf side and Food and Beverage. He stated they are estimating closing the restaurant for two months in 2014 in November and December so they can do the kitchen renovations. He stated they met with the architect this week to get his final proposal for the design. He stated they also met with the engineer last week. They would like to have the tent put up in the spring as they need to be able to present the tent for future weddings in 2015, and still have the opportunity to sell parties and banquets using the tent in 2014. They are not projecting to do weddings in 2014 unless there are last-minute weddings.

Mr. Attara stated they have had great success with player development on the Golf side, and the Course won several awards in 2013 including Top Ten in Pennsylvania from Golf Week Magazine, a National Golf publication. Mr. Doria stated they hosted one of Golf Association of Philadelphia Qualifiers for the Patterson Cup, and he just signed the Agreements to do the Philadelphia Open Qualifier for 2014. He stated they are also earmarked to be a U.S. Open Qualifying Site for 2015. Mr. Attara stated these are big events that bring big players and a lot of publicity to the Golf Course. He stated the Associations they are dealing with are recognizing that this is a quality Course. Mr. Stainthorpe stated people who play the Course for the first time cannot believe that it is a public course.

Mr. Attara stated marketing costs will increase as they need to market the Course as a wedding facility, and there are a number of publications they need to advertise in which is expensive. He stated he is familiar with the publications they need to advertise in from the other facilities they manage. He stated their Website will also change dramatically as there will be a Golf piece and a wedding piece. Mr. Attara stated they also use a lot of Google advertising and the Knot and Wedding Wire are the two big sites that brides go to. Mr. Doria stated they will also do Bridal Shows and social media.

Mr. Benedetto stated they have estimated 40,000 rounds for this year, and Mr. Doria stated they are forecasting approximately 42,000. Mr. Benedetto stated in 2012 they had 45,000, and he asked if this was their best year. Mr. Doria stated for the tracking they have been able to do, that was the highest number of rounds.



Mr. Doria stated pace of play was the biggest issue they had when they took over management of the Course. He stated they had the Course evaluated by the USGA who set the pace at four hours and twenty-six minutes, and the tee times were moved to a ten minute interval when previously it had been eight minutes and people were running behind, which was not a good experience for the players.

Mr. Benedetto stated he understands that they have begun charging a fee per hole at times which he feels is a great idea. Mr. Doria stated the Golf Course as designed lends itself to play of three or six holes since it comes back toward the building. He stated many golfers like twilight play, and they have found that especially at this time of year when it is dark at 6:30 p.m. a golfer may want to come in the afternoon and play only nine holes and they charge \$28 for the nine holes. He stated they also allows players to come in and play only three holes for \$10 which is bringing in additional revenue. Mr. Attara stated they are seeing players who were previously only range players now using the range and then playing three holes as well. Mr. Doria stated during the summer they encourage parents to bring in their children after 5:30 p.m. to play a few holes and then have them dine at the restaurant. He stated in the summer once a month they have family golf nights where they roll into the price of a child's golf something off the child's menu.

Mr. Benedetto noted outings in 2013 and what is projected for 2014 which he feels is low. Mr. Doria stated when they came on board one of the issues was there were outings on the weekend which took away the opportunity for residents to play the Course. He added it is also not beneficial to the Course financially to have outings on the weekend since they do not make as much revenue compared to open play. Mr. Doria stated having Outings Monday to Thursday allows them to fill in times when they have less play and when the Course is less productive. Mr. Attara stated they charge a premium to have an Outing on Friday.

Mr. Benedetto asked if there was any negative impact as a result of raising the rate for the Range, and Mr. Doria stated there was not. He stated unlike other Courses in the area, every year they bring in new Range balls. Mr. Attara stated they also put in new mats this year.

Mr. Attara stated in this Budget they have not adjusted the rates at all. He stated they have discussed whether they should increase the price of a large bucket of Range balls from \$9 to \$10. There was discussion about the differences in Course fees for residents versus non-residents which is \$15. There was also discussion about winter rates, and Mr. Doria stated they are the last Course in the area to move to winter rates.

Mr. Attara noted the chart showing the days lost to weather, and Mr. Doria stated they lost fifty-four days in 2013, and in 2012 they lost seventeen.

Mr. Attara stated they will have more Event Management Expenses as they go forward with the wedding business. They will also have increased costs for Website marketing. He stated they will have provide more details on the marketing plans in the future.

Mr. Benedetto about the Friday night events and parties; and Mr. Attara stated they had five bands this year, and most of them had well over one hundred people in attendance. Mr. Doria stated they generate an additional \$3,000 in F & B Revenue when they have the bands. Mr. Attara stated it also brings in new people to the Club many of whom are young people.

Mr. Attara stated with regard to the grounds for 2014, they will continue to work on the bunkers in-house. He stated they have a Plan from Rick Jacobson, and they will continue working on the goals.

Mr. Benedetto asked about water purchases for 2013, and Mr. Attara stated because of all the rain, water purchase was very minimal. Mr. Doria stated they also had a reduction in electric because they were not running the pumps. Mr. Attara stated they met with the engineers and some contractors to review the materials needed to re-line the pond. He stated they have to grow grass to stabilize the sides, so they have to watch the timing of this work. He stated they feel they will start doing the work in February so that it will be done by the end of March.

Mr. Attara stated they worked hard on the fescues, and they did spend a lot of money on chemicals because of the weather. He stated many courses lost turf this year but Makefield Highlands held up really well. Mr. Fedorchak asked if there was any consideration given to replacing the fescues with something else. Mr. Attara stated they cut it back sooner this year, and next year they will keep it lower so most areas will not have the tall fescues. He stated there are some areas where they do not need it to be so dramatic and tall; however, they are not yet ready to give up on the fescues because they are such a beautiful part of the Golf Course.

Mr. Attara stated Equipment Leasing will go up in 2013 because they will have a full year as opposed to last year, which was a half year.



Mr. Benedetto asked about cart fees, and Mr. Attara stated cart fees were increased \$2, but it was a new fleet. Mr. Doria stated this increase in the fee put them in line with all the other Courses in the area. He stated both residents and non-residents pay the same cart fee.

Mr. Benedetto stated he would be hesitant to raise the resident fee for Golf. Mr. Doria stated currently for a resident the weekend fee with a cart is \$64, and for a non-resident it is \$79. He stated most play on the weekends in the morning is non-residents, and most of the resident play is after 2:00. Mr. Doria stated on Friday they did not have a Senior rate until after 12:00, and their Friday mornings were devoid of Senior players as they were going to New Jersey. He stated they changed this to a Senior Weekend Rate so they could come any time on Friday, and the play came back. The weekday rate is \$58 for residents, and Mr. Doria stated they do not see a lot of weekday non-resident play because that fee is \$72.

Mr. Attara noted the Marketing pages which has been increased primarily to drive the wedding business. He stated they will lay out a full year of marketing costs and provide a more solid number in a few weeks.

Mr. Attara stated Food and Beverage will probably be revenue neutral since they will be closed for two months, but they feel they will have more events during the season. He stated there are start-up costs associated with the weddings as they will need better linens, china, glassware, etc.

With regard to Capital, Mr. Attara stated the Plan is to do the pond first, the tent, and then the kitchen renovations. He stated they will then do the restrooms and other items they have discussed. He stated they know the number that they have to work with. He stated they will know what the pond is going to cost by February, and they will then purchase the tent, and they will then know what they have left for the kitchen. He stated they hope to have the restrooms done, but he wants to make sure that they stay within the numbers. Mr. Stainthorpe asked if money was not included for a bridge for 18; and Mr. Attara stated it was, and he will add that.

Mr. Benedetto asked when the pond liner will be completed, and Mr. Attara stated it will be done by March. He stated they hope to have it the tent by April or May. He stated they will also have to have a cement floor/patio, electric and gas lines.

Mr. Benedetto stated 2015 is when they expect to see revenue grow as a result of the weddings, and Mr. Attara agreed.

There was discussion about other Courses Mr. Attara manages where they have more holes at the Golf Course. He stated he did a project in Ocean County where they built a three-hole golf course, and they were able to get \$125,000 in funding from a Grant toward the cost of the project which was approximately \$200,000. He stated the impact could be tremendous if there is open land near the existing Golf Course.

Mr. Benedetto stated there is money in the Golf Course Reserve, and Mr. Attara stated they want to maintain a reserve because they have a large piece of property with a lot of capital needs. It was also noted there could be bad weather which could have a negative impact. Mr. Attara stated he feels the Golf Course is the biggest asset in the Township, and he feels they need to have reserves to protect the Course. Mr. Fedorchak asked how much it would cost to repair one green if there was damage, and Mr. Attara stated it could cost \$100,000. Mr. Attara stated if they do the tent right, he feels the wedding business will do well. He stated they also would like to finish the expansion of the Club House, but at this point it is too expensive. He stated currently they are turning away events because they cannot handle them.

Mr. Dobson asked if they had everything built, what could they add to the bottom line with regard to weddings, events, etc., and Mr. Doria stated they could add \$300,000 to \$400,000 a year. Mr. Dobson stated if they do this, when the Debt Service increase comes due, they will have funds in reserve to pay for this. Mr. Dobson stated he feels the next generation will see the benefit of the funds that will be generated by the Golf Course.

Mr. Benedetto asked about the Inter Fund Transfer of \$25,000, and Mr. Fedorchak stated they will show this. Mr. Benedetto stated it appears they will therefore have a deficit of \$38,000, and Mr. Attara agreed.

Mr. Benedetto asked if the rounds for are 2014 projected to be between what they had in 2012 and 2013, and Mr. Attara agreed. Mr. Doria stated they are weather dependent, but they now have four years of statistical information in order to draw parallels. Mr. Doria stated one lost weekend day costs them \$15,000 to \$18,000, and one week day costs between \$7,000 and \$9,000 in revenue.



DISCUSSION OF CAPITAL RESERVE

Mr. Fedorchak stated with regard to the Capital Reserve Revenue page, the Township has not yet received any of the RACP reimbursement. He stated a significant amount of paperwork was required, and it is currently in the Finance Department at Harrisburg. He stated the first piece is \$200,000 for the tennis courts, and they are already making submissions for payment for the ball fields. He stated the Township should be receiving approximately \$800,000 for those two projects into 2014. Ms. Tyler stated the Grant is set up that the Township fronts the money, and then the Township makes submissions for reimbursement. Mr. Fedorchak stated he anticipates that they will get their first check within the next two months. He did discuss this matter with Mr. Santarsiero some time ago.

Mr. Fedorchak stated the Township did receive the \$475,000 due from Toll Bros.

Mr. Fedorchak stated on the Expense side, Phase I of the ball field project should be completed this year. He stated he has put in \$100,000 for Phase II of the ball fields, although they have not identified exactly what they will do. He stated this could include public water or a well and paving. He stated they have also included the Community Center and the inclusive playground. He stated he is trying to get a kick-off meeting for the playground in the next few weeks with the Disabled Persons Advisory Board and the Township engineer. He stated they will then spec it out, and he feels they will be able to get the project started soon since a lot of the design has already been done. He feels construction could start next summer, with completion by the fall.

Mr. Benedetto stated the Township is putting in money for the projects in addition to what was received from the RACP Grant, and Mr. Fedorchak agreed.

Ms. Tyler asked about the Community Center, and Mr. Fedorchak stated he is having discussions with Mr. Eisold about an architect; and Mr. Stainthorpe stated he would like to appoint the architect at the next Supervisors' meeting.

Mr. Benedetto asked if they could lose any of the RACP money if they do not break ground, and Mr. Dobson stated they have five years. Mr. Fedorchak stated they have been making good progress.

Mr. Menard stated he would like to work with Mr. Fedorchak so that they have one page of unrestricted funds and one of the restricted funds along with the status of the projects.

#### AMBULANCE SQUAD DISCUSSION

Mr. Fedorchak stated for the Ambulance the millage rate is the same. He stated they have not received any requests for additional funding in 2014 at this time. He stated he understands that the Squad Operating Revenues and Expenses are being met. He stated they may be coming to the Board to ask for a certain amount that they can put into a reserve on a going-forward basis which could be between \$50,000 to \$70,000. Mr. Fedorchak stated they did allocate \$175,000.

Mr. Benedetto stated this is less because of the Squad's increased fundraising efforts and their collection rates.

Mr. Fedorchak stated the Township established a Promissory Note of \$125,000 at the end of last year, and at the end of this year, the Board of Supervisors should make a decision whether or not to call the Note or extend it; and it was acceptable to the Board to extend this.

Mr. Menard stated this Promissory Note has been expensed in the Budget so it is a long-term possibility of an additional surplus.

#### PATTERSON FARM FUND DISCUSSION

Mr. Fedorchak stated the Township originally anticipated receiving \$720,000. He stated he had a number of discussions with Mr. Harvey, and he believes they are going to approve 101.9 acres which would equal \$918,000. Mr. Fedorchak stated all income from the Farm has been pulled out of the General Fund and put into the Patterson Farm Fund. He stated he has done this as well with the Patterson Farm Expenses. He stated they have a lot of personnel who are spending time at Patterson Farm repairing items, and those costs will be allocated to that Fund. He stated contracted services will also be needed since there is a serious problem with groundhogs that have been burrowing into the foundations, and they will contract trappers. Mr. Fedorchak stated there is also a Conservation Easement Fee which includes the fee to the Heritage Conservancy to create the Conservation Easement which could be \$10,000 to \$15,000. He stated there are also some associated legal fees. Mr. Fedorchak stated Real Estate Taxes have also been shown for what is paid for the Patterson farm.

Mr. Fedorchak stated he has started to create a Capital Improvement Program for the Farm, and he enlisted the services of an expert on barn renovations.

Mr. Fedorchak stated that individual has gone out to the Farm and made a list of all the repairs needed. He stated they are going to have to bring public sewers to the main farmhouse in the complex.



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Mr. Benedetto stated he is not convinced that they should proceed with the Conservation Easement with the Heritage Conservancy. He stated he is glad to see that they are proceeding with repairs at the Patterson Farm. He stated the Lease is up with the Artists of Yardley as of October 1, and he feels the Board needs to determine what they can do with the Janney House moving forward. Mr. Fedorchak stated they could have a discussion with the Artists of Yardley to see if they would be willing to do some of these repairs. Mr. Benedetto stated he does not agree with paying down the debt by \$250,000 since they do not know what is going to happen with the Satterthwaite House. Mr. Benedetto stated with the needs on the Farm, he does not feel that they should be depleting the funds, and he would not be in favor of paying down the debt. Mr. Dobson stated he agrees that the reserve should not be depleted down to zero. Mr. Stainthorpe stated they will have to have more discussion about this in the future.

There being no further business, the meeting was adjourned at 8:40 p.m.

Respectfully Submitted,



Pete Stainthorpe, Chairman

