

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL BUDGET MEETING OF NOVEMBER 17, 2021**

Chairman Barry Hershey called the Budget Meeting of the West Lampeter Township Board of Supervisors to order at 6:30 p.m. Those in attendance were Supervisors Geoff Beers, Rick Breneman, Randy Andrews and Randy Moyer. Also present were Township employees Dee Dee McGuire, Vicki Harnish, Brian Wiczkowski, Amanda Hickman and Jim Kreider.

PUBLIC COMMENT

None.

2021 and 2022 GENERAL FUND BUDGET OVERVIEW

Mrs. McGuire advised the BOS that all non-uniform salary changes for 2022 are now reflected in the draft budget. These salaries were discussed and agreed upon by the BOS.

As the Township recently went out to bid for trash services and that contract was awarded to Penn Waste at the regular November BOS meeting, those numbers are now included in the budget for 2022. Ms. Hickman reviewed the breakdown of all of the costs affiliated with the trash service and informed that the 2022 yearly cost to the residents will be increasing to \$280 per unit/household. A senior discount will be applied to that cost for those who qualify. This is a significant increase in the cost of trash collection, however it was the low bid (3 year contract) and the residents will be receiving new trash totes from Penn Waste.

There was a lengthy discussion by the Board as to what amount should be budgeted as the contribution to LEMSA. It was decided to support the organization with a donation of \$58,690 for 2022 as requested by Bob May – Executive Director of LEMSA.

Mrs. McGuire pointed out that the budgeted surpluses have been steadily decreasing over the last few years. This is not of great concern at this time due to the fact that the year-end surpluses have always been much greater than the budgeted amounts; however it might be prudent to discuss a small millage increase for the 2023 budget year.

The general fund surplus is budgeted to be \$3,397,313 at the end of the 2022 fiscal year.

ARPA funds – WLT received \$834,737 in 2021 through the ARPA funds distribution. The staff is recommending using \$159,086 for revenue replacement and \$55,000 for the Candlestick Square Stormwater project in 2021. The BOS agreed with this recommendation and the staff will present a resolution at the December regular Board meeting for their vote and approval.

WLT will receive an additional \$834,737 in 2022 and the staff is recommending earmarking \$150,000 for revenue replacement and \$630,000 for stormwater projects to be completed in 2022. The BOS agreed and that is part of the 2022 budget.

2022 DRAFT CAPITAL BUDGET

The 2019-2026 project worksheet was discussed briefly and Supervisor Hershey reiterated his desire to continue planning and work on the Willow Street Pike pedestrian project.

The following items have been added to the 2022 capital budget dependent upon final approval by the Board in December:

Building and administration – Transfer of \$175,000 and expenditures of \$39,940 for new A/C units, \$5,941 for updated building security cameras, \$100,000 for possible real estate acquisition and \$122,191 for fencing for the police side of the building.

After some discussion, the BOS instructed the staff to prepare and go out to bid for fencing for the entire building complex. This will change the fence expenditure to \$225,000 and the transfer to \$300,000.

Police – No transfer. Expenditures – 2 police vehicles totaling \$104,000, and a copier costing approximately \$5,600.

Fire Equipment – No transfer is budgeted.

Community Development – No transfer and one expenditure of \$25,000 to update the Township Zoning and Subdivision Ordinance.

Public works – No transfer and \$12,000 for salt shed curtains, \$20,000 for an air compressor, \$53,500 for a mini hoe and \$9,000 for a new belt conveyor is budgeted.

Liquid Fuels – Receipts of \$451,740. Expenditures – traffic signal utilities - \$7,000, \$8,800 maintenance and accident repair, traffic signal upgrades - \$346,161 (includes a Green Light Go grant from the State that was rescinded in 2020 due to the pandemic), and the Gypsy Hill/Long Rifle Rd. intersection construction project - \$500,000. There are also two paving projects scheduled for 2022 – Candlestick Square development at \$141,000, Long Rifle Rd. base at \$121,900 and oil and chip on Mentzer Rd. The grant referenced above will be used to upgrade the remaining 6 traffic signals in the Township that have not yet been upgraded with radar detection devices. The grant was reinstated in 2021, but work is scheduled for 2022.

Transportation and Roads – Transfer of \$65,000 and a \$700,000 grant. Expenditures – Long Rifle/Gypsy Hill Rd. intersection constructions costs of \$1,774,383 (the \$700,000 grant is for this project), and \$362,038 to extend the sidewalk along Village Rd. to the entrance of the Village Park property.

Stormwater projects – Transfer of \$630,000 (ARPA funds), \$800,000 in grant money for the Groff farm project and expected \$130,000 grant for the GR Mitchell project. Expenditures – \$1,000,000 for Groff farm project, \$130,000 – GR Mitchell project, \$50,000 – Heatherfield stormwater project, \$450,000 Hayward Heath stormwater pipe replacement, and \$130,000 to replace the box culvert on Long Rifle Rd.

Debt principal payment – No transfer and expenditure = \$177,839 bond payment.

Park fund – Transfers of \$250,000 from the general fund and \$100,000 from the WLTCF. Expenditures are the long term debt payment, baseball benches, signs, basketball benches and equipment, as well as \$65,000 for engineering for the Willow Street Park design.

Post-retirement medical fund (HRA) – Transfer of \$36,000. Expenditures – HRA payments - \$36,000.

Other post retirement trust – Transfer of \$100,000 and retiree spouses contribution of \$28,015. Expenditures - \$69,248.

The capital reserve ending fund balance on 12/31/2022 is projected to be \$1,955,896.

2022 DRAFT FEE SCHEDULE

Ms. Hickman presented the draft fee schedule and discussed changes with the Board. All of her suggested changes were accepted.

OTHER MATTERS TO COME BEFORE THE BOARD

The Board discussed the draft comp plan update that was distributed earlier this week. Most Board members were disappointed with the substance of the “Vision” portion of the plan and Supervisor Breneman pointed out that using traffic counts from 2020 is not an accurate representation of the traffic statistics for the Township due to the effects of the Coronavirus pandemic. Ms. Hickman will follow up on these issues with the consultants and the draft will be discussed with the Planning Commission at their November 19, 2021 meeting.

EXECUTIVE SESSION

Having no other business to discuss, the Board entered into an executive session at 7:45 p.m. to discuss a personnel issue.

ADJOURNMENT

The Board reconvened and Chairman Hershey adjourned the meeting at 8:15 p.m.

Respectfully submitted,
Dee Dee McGuire, Township Manager, Assistant Secretary/Treasurer