

**SCOTT TOWNSHIP
BOARD OF SUPERVISORS
MINUTES—OCTOBER 2, 2020**

The Scott Township Board of Supervisors met on the above date by means of Zoom, a videoconferencing app. The meeting date, time, and app connection requirements were advertised in the local newspaper. The meeting was called to order at 12:00 p.m. In attendance were Supervisors William G. Hafner, Kathleen A. Lynn, Paul R. Eyerly IV, Lanny R. Sheehan and Dennis N. Wildt.

The Board immediately went into Executive Session at 12:02 p.m., to discuss ongoing contract negotiations with the Police Department. The Board reconvened at 12:13 p.m.

Mr. Sheehan made a motion to accept the police contract as presented. Ms. Lynn seconded and the motion carried 5-0.

Mr. Wildt made a motion to adjourn the meeting and Mr. Sheehan seconded. The motion carried 5-0, and Mr. Hafner adjourned the meeting at 12:20 p.m.

Respectfully submitted,
Brittany M. Stasik
Secretary/Treasurer

**SCOTT TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION
MINUTES—OCTOBER 9, 2020**

The Scott Township Board of Supervisors met on the above date by means of Zoom, a videoconferencing app. The meeting date, time, and app connection requirements were advertised in the local newspaper. The work session began at 12:00 p.m. In attendance were Supervisors William G. Hafner, Kathleen A. Lynn, Paul R. Eyerly IV, Lanny R. Sheehan, and Dennis N. Wildt. Police Chief Raymond J. Klingler, Maintenance Supervisor Mark J. Koons, and Secretary/Treasurer Brittany M. Stasik were also in attendance.

This draft of the budget began with a \$120,240.71 deficit. Regarding Tax Revenue, Mr. Hafner asked if the Earned Income Tax projections will fall short for the year. Ms. Stasik stated she expects more monies to come in, but because she has not received an estimated amount from Berkheimer Associates for 2021, she listed a minor increase in next year's budget. Other revenue, such as the Realty Transfer Tax, is higher than budgeted. Regarding revenue from Magistrate Fines, Mr. Eyerly noted that line item is significantly under budget. Ms. Stasik explained the estimated income was increased because the Township expected to have the license plate reader installed early in the year. That install was delayed. Chief Klingler also noted due to the COVID restrictions, the officers were not able to patrol as aggressively as usual. However, due to a number of criminal arrests, there will be additional income. Ms. Stasik outlined other revenue item projections.

Regarding Public Safety, Ms. Stasik stated the Capital Outlay line item includes the normally budgeted amount toward a police vehicle, along with half of the projected cost of the digital radios. The Health Insurance amount reflects the changes due to the new police contract. Chief Klingler stated he eliminated the overtime in the Salary line item, which reduced that by nearly \$30,000.

Regarding Zoning Salaries, Ms. Stasik noted the decrease is due to requirements by Workers' Compensation and PA Unemployment that she receive one paycheck for all job responsibilities. She projects fewer zoning hearings due to upcoming changes in the Solar Ordinance. Therefore, the Stenographer and Legal Fees line items are reduced.

Regarding the Recycling line item under Sewage Enforcement, Ms. Stasik provided an update on the Zoom meeting with the Town of Bloomsburg.

Regarding Streets & Roads, Mr. Eyerly asked if the \$15,500 in Capital Outlay is for a new mower. Mr. Koons stated that is the price for a new Kubota zero-turn lawn mower. Regarding Weed Spray, the 2020 Budget line item was reduced to \$1,000 because the Maintenance Committee decided to have one of the employees get licensed as a certified applicator. Because that has not happened, the 2021 line item is \$5,000, which will cover the cost of two commercial applications on the berms and ditches. Mr. Koons stated he could reduce the cost to \$2,500 by only having one weed spray application. Discussion ensued regarding hiring an additional full-time maintenance employee. Mr. Koons stated the Salary line item could be reduced by \$8,800 if he continues with the part-time employee for 30 hours per week. Ms. Stasik stated if some other areas of the budget are reduced, the salary number could remain the same. Mr. Eyerly asked Ms. Stasik for her suggestions to reduce the deficit. Because electricity for streetlights is a Liquid Fuels Fund permitted expenditure, Ms. Stasik suggested paying for all of that from Liquid

Fuels, instead of half the cost as was done this year. That would reduce the deficit by \$23,000. Mr. Koons stated he has earmarked a lot of paving for next year. He estimates if his paving projects and the streetlight expense are subtracted, he will be left with a balance of about \$6,000 in the Liquid Fuels Fund account. His plan for 2021 is to do five paving projects at roughly \$100,000 apiece. Mr. Koons stated he may be able to postpone one of them. Extensive discussion ensued regarding the Liquid Fuels Fund account and whether the \$50,000 in the Road Improvements line item could be reduced by using more monies from the Liquid Fuel Account. Mr. Koons asked why he is being asked to use Liquid Fuels monies since the General Fund savings has a balance of over \$500,000. Ms. Stasik answered that is because Mr. Koons is planning to take expenses that qualify as Liquid Fuels purchases out of the General Fund. Since the State provides monies for those expenses, the General Fund monies could be used for expenses that do not qualify for Liquid Fuels funds. Ms. Stasik explained the Township receives the majority of the tax monies in the spring and early summer, so the amount in the General Fund savings is used to pay expenses until the spring of 2021. Mr. Koons stated the Road Improvements line item in the General Fund is also used for items the Township is responsible for off the roads, such as drainage pipes. Mr. Sheehan asked if Mr. Koons borrows money from the General Fund for expenses that could be paid with Liquid Fuels, does he replace the money when he receives the next year's allocation. Mr. Koons responded that he does and gave the example of the purchase of the leaf machine. Ms. Stasik explained this only applies if the Township is able to receive a grant for an equipment purchase. It never applies to a paving project that the Road Improvement line item monies are used for. Mr. Koons stated that was correct. In addition to the \$23,000 from Streetlights, and \$2,500 from Weed Spray, Ms. Stasik recommended reducing the Road Improvement line item to \$15,000. With those changes, there would be no need for a tax increase, and the money would still be available in Salaries to hire another full-time Maintenance Dept. employee. Mr. Hafner asked for input from the Maintenance Department Committee. Mr. Sheehan stated he would agree with what Ms. Stasik proposed. Mr. Wildt stated his concern is that the \$15,000 is too low since Mr. Koons depends on that money to cover road work that Liquid Fuels does not cover. After additional discussion about equipment purchases and how much money should be carried over to another year in the Liquid Fuels account, Mr. Koons suggested not hiring another full-time employee. The Board opted to use Liquid Fuel funds to pay for the streetlights, reduce the Road Improvements to \$35,000 and Weed Spray to \$2,500, and to eliminate the full-time position in order to reduce Salaries by \$8,800.

Regarding Parks, the Board directed Ms. Stasik to reduce the Park Grant line item by \$4,000. Ms. Stasik expects a reduction in the cost of the Treasurer's Bond, but will not know until the end of this year. That line item was reduced to \$3,000.

The changes in the draft budget ended with a deficit of \$63,940.71. Ms. Stasik outlined the amounts used in Surplus Forward in previous years, and recommended using that to balance the budget.

The work session at 1:14 p.m.

Respectfully submitted,
Brittany M. Stasik
Secretary/Treasurer