

**MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF SUPERVISORS
SCHUYLKILL TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA
HELD ON 10/26/2023
SCHUYLKILL TOWNSHIP MUNICIPAL BUILDING, 111 VALLEY PARK ROAD,
PHOENIXVILLE, PA 19460**

Duly advertised in The Pottstown Mercury and posted on www.schuylkilltwp.org

Call to Order: A workshop meeting of the Schuylkill Township Board of Supervisors was called to order at 7:11 PM on Thursday, October 26, 2023 by Robert Cooney, Chairperson.

Supervisors Present:

Robert Cooney, Chairperson
Martha Majewski, Vice-Chairperson
Mark Donovan, Member
Danielle Jouenne, Member

Absent:

None

Others in Attendance:

Laurie Getz, Township Manager
Valentina Mitterer, Assistant Township Manager
John Frye, Chief of Police
Tom Fortmann, Valley Forge Volunteer Fire Company
Kim Colket, Valley Forge Volunteer Fire Company
Tina Stephens, Township Secretary

Board Discussion Item

Discussion and Review of 2024 Draft Budget

Supervisor Majewski thanked Ms. Getz for all the hard work and time in preparing the 2024 draft budget.

Discussion on Fire Department Budget

Tom Fortmann and Kim Colket were in attendance on behalf of the Valley Forge Volunteer Fire Department.

Mr. Fortmann explained that the Fire Department has requested an operating contribution from the Township for 2024 in the amount of \$268,000 plus the Workers Compensation reimbursement money that the Township pays. This is an increase of \$43,000 from the previous year. Mr. Fortmann and Mr. Colket explained the increase is due to the overall increase in expenses.

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Discussion by the Board on the increase of expenses. They requested the Fire Department provide a list of the previous year and current year expenses to better understand the requested increase.

Mr. Fortmann and Mr. Colket left the meeting at this time.

Discussion on Police Department Budget

Chief Frye reviewed the proposed 2024 Police Department Budget. He provided details on the general capital purchases. He is requesting replacement of one vehicle in 2024, Car #1.

There were no comments or questions on the Police Department budget.

Chief Frye left the meeting at this time.

Discussion on 2024 expenditures

Discussion on legal budget, recommended to include an increase for the police contract.

Discussion on engineering budget, the 2024 budget includes an increase in fees. Ms. Getz mentioned she was able to negotiate the engineer fee from 5% to 3%. She explained the cost associated with the traffic study line item is to have McMahon Associates prepare a conceptual design and cost estimate for us to seek grant funding for improvements to intersections. Ms. Getz explained that this is the result of work done earlier this year by McMahon Associates to identify potential intersections in the Township that would be good candidates for improvement projects.

The Board agreed that the projects be included in the 2024 budget draft.

Discussion on animal control services, Ms. Getz explained the current contract with Brandywine Valley SPCA is up for renewal in January. The SPCA provides a discount for early renewal. She suggested renewing the contract at this time to take advantage of the discount. The Board agreed.

Discussion on Road Department budget, Ms. Getz said Nick Cinciripino, Roadmaster was unable to attend the meeting. She explained that there are no significant changes in the majority of the Road Department's budget. Discussion on the increased snow removal contract for 2023-2024. The increase to snow removal will be paid from liquid fuels. Ms. Getz explained that there is also a new full-time employee in the Road Department built into the budget for about half the

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year. This is part of the Township's succession plan for the anticipated future retirement of the Roadmaster.

Review of the Police and Non-Uniform Pension fund budgets. Ms. Getz commented that the 2024 MMO contributions will be at the smoothing amounts. Ms. Getz referenced the conversation that was held at the recent business meeting when the MMO's for 2024 were approved. She explained that while it had been previously planned to budget for a higher market value MMO amount, the budget didn't support it. Ms. Getz recommends budgeting for the approved MMO amount, should there be a surplus in 2024 the Board can consider making an additional deposit into the pension funds. This would be recommended if possible.

Discussions on employee health benefits, Ms. Getz explained our current health insurance plan is up for renewal in January. The cost to increase. She mentioned she received a proposal from Delaware Valley Health Trust providing the same coverage at a reduced cost with a multi-trust discount as the Township is already a member of the Workers Compensation Trust. The Board agreed for Ms. Getz to move forward with the potential switch in health care provider.

There were no other questions or comments on the expenditure budget.

Review of 2024 Capital Road Fund and State Fund (liquid fuels). No comments.

Review of 2024 Municipal Complex Fund. The feasibility study to renovate the existing municipal complex is currently underway. Alloy5 will provide a presentation at the November board meeting. No other comments.

Discussion on Valley Forge Volunteer Fire Company Fund budget. Ms. Getz recommended transferring fund balance to Pennsylvania Local Government Investment Trust (PLGIT).

Discussion on the 2024 ARP Fund budget. Ms. Getz recommended transferring fund balance to Pennsylvania Local Government Investment Trust (PLGIT).

Discussion on 2024 revenues

Ms. Getz explained that the 2024 preliminary draft budget being presented this evening includes a carryover of about \$168,000.00. No deficit is currently projected for year-end 2023, the Township's revenues presently exceed it's expenditures though that will continue to decrease as final end of year payments are made.

Discussions of increasing revenues by potential increase of the real estate transfer tax from a half percent to one percent. This topic to be discussed further at the November 8th Board Meeting.

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There were no additional questions or comments on revenues.

Public Comment

None.

Adjourn

There being no further business before the Board, the public meeting was adjourned at 10:07 PM.

Respectfully submitted,



Tina Stephens
Township Secretary