RYE TOWNSHIP
SUPERVISORS' BUDGET MEETING
October 1, 2009

PRESENT: Chairman Robert Lightner, Vice-Chairman, Ronald Evans, Supervisor, Ken Quigley, and Daisy Lightner, Secretary/ Treasurer.

The meeting was held at the municipal building and called to order at 7:03 PM. Chairman Lightner convened the meeting with the pledge of allegiance to the flag. A quorum of the Board was established. Supervisor Quigley was running late, but arrived at approximately 7:15 PM.

CITIZEN PARTICIPATION: Since no citizens were present, no citizen participation was offered.

BUDGET WORKSHOP:

The Secretary/Treasurer provided the Board with a budget preparation schedule to follow to assure the 2010 budget is adopted at the last regular meeting of the year 2009, which is scheduled for Monday, December 14, 2009 due to the Holidays.

The Secretary/Treasurer also provided the Board with a budget worksheet and an up to date fund balance report for the General and the Solid Waste Funds, which shows the MTD-month to date and YTD-year to date figures for 2009.

The Board began their review with the Solid Waste Fund-Revenue accounts. The two main sources of revenue generated by the Fund are from a small amount of interest and the collection charges paid by residents for trash collection fees. No increase in the trash rates was anticipated for the year 2010. The Secretary/Treasurer provided estimates for the two revenue accounts.

1. Total proposed of $178,200.00, account no. 09.364.00 with no increase to the residential trash rate and $1,200 in interest account no. 09.341.01. This provides a total of $179,400.00.

They reviewed and discussed each expense account in the Solid Waste Fund beginning with account number 09.403.310 to and including 09.492.30 providing estimates. The following items were noted:

1. The Board requested the Secretary check into the status of pending delinquent accounts at CTCB such as Mark Long.
2. Four tires will be needed for the garbage truck next year. Evans said the recaps purchased again this year appear to be functioning well. Evans also recommended that the transmission fluid needs changed before winter.
3. Secretary/Treasurer computed the Solid Waste fund's percentage of expense for the non-uniform pension and the health insurance premiums at 20%. It was noted the 2010 MMO for the non-uniform pension decreased therefore, the expense accounts decreased accordingly.
4. The expense for tipping fees was decreased since the fuel charge is not as expensive as last year.
5. The salary expense account was decreased to $32,000 since we possibly will have a new hire or part-timers and paying less in wages.

6. The overtime salary expense account was decreased to $14,000.00 because of part-timers working the solid waste route and not receiving overtime plus the termination of the one Saturday a month of recycling program.
7. Chairman Lightner announced that a meeting would be held on Friday October 9, 2009 at 9:00 AM to discuss personnel issues, mainly relating to vacancy in the road laborer position.
8. Since the Board is looking into the option of an outside hauler, the Board decided not to place $10,000 into the Capital Reserve Fund.

The Board continued their review of line items into the General Fund. The Secretary/treasurer placed tentative amounts in the tax revenue accounts and a few other accounts and asked the Board to review the amounts for approval or revisions for each line item. They reviewed and discussed each revenue account in the General Fund beginning with account number 01.301.10 to and including 01.492.65. The following items were noted:

1. The Secretary/Treasurer estimated that local real estate tax accounts could be increased by approximately one half (.5%).
2. The Secretary/Treasurer briefly explained Act 32 and the new method of collection of earned income through the Tax Collection Commission of Perry County. Capital Tax Collection Bureau of Harrisburg was appointed as the collector of earned income tax.
3. The franchise fee 01.321.80 will remain the same at $1,500.
4. Police fines account # 01.330.02 was set at $5,000.
5. Sewage reimbursement 01.354.04 will remain the same. The Secretary/ Treasurer explained that with the State with their budget woes, no monies were available for the 2008 reimbursement. The State will keep the application on file in anticipation of funds in 2009. This line item will remain the same at $1850.00.
6. Discussion ensued on whether to count on additional revenue from gaming for account # 01.356.02, Game Commission monies in lieu of taxes. It was the consensus of the Board to increase the account to $7,800.00 with the option of adding additional income if needed to balance the budget.
7. The Board decided to budget for one (1) zoning hearing at $500.00.
8. Soda machine monies 01.380.01 were decreased. It was noted that the soda machine funds are down this year because the machine was not in service for several months with the paving of the front parking lot.
9. A reminder to check the PA One Call files, because a notification came through that a contractor was drilling under the Township road and a utility permit application was never filed.

With no further discussion on the General Fund revenues, Chairman Lightner moved the discussion to the General Fund-Expenses. The Board began their review with account #01.400.11 and continued to account of # 01.492.65. The following items were noted:

1. Account # 01.400.11- The Board increased the salary account because of the additional payment for special meetings scheduled with Trout Lane, personnel issues, ordinance revision hearings and trash collection options.
2. Legal expenses were discussed. It was noted that 2010 is a negotiation year for the Police Department. Legal expenses will remain the same at $12,300.00
3. The Secretary/Treasurer noted that a supervisor must be trained on NIMS, National Incident Management Systems and training on CDL Supervision. Chairman Lightner offered to attend the next available training on NIMS and Supervisor Quigley offered to attend the CDL training for Supervisors the next time it is held in Enola at PSATS. The Elected Officials Training will remain the same at $400.00.
4. The Secretary/Treasurer explained a new account 01.403.114 "Tax Collection Commission" expense that will pay for expenses incurred with the newly formed County Tax Collection Commission such as advertising and salary expenses. $250.00 was placed in this line item.
5. The Administrative expenses for the office are all in line with last year's figures. No major purchases are anticipated for 2010. However, the Secretary/Treasurer noted that at some time within the next 4-5 years, the accounting and software program will need to be updated from a dos based program to a windows based program. A suggestion was made to purchase a lap top this year for the Administrative Office. Daisy will check with Bob Bishard or SEDA COG.
6. The Board discussed concerns with the drainage along Trout Lane. Cost estimates were not received from GTS yet. The Board discussed purchasing most of the pipes and materials for Trout Lane in this year's road budget. This item will be revisited at the next meeting.
7. Estimates for the purchase of a leaf vacuum are needed. Chairman Lightner will check with Brad. A road equipment CD is available in the amount of approximately $44,000. In addition, each year, tax revenue provides approximately $21,000 for road equipment funds.
8. Transfer of funds to Capital Reserve from the remaining 2009 budget year was discussed for: Office Software update and Future Land Purchases.
9. The next regularly scheduled budget meeting is Thursday, October 22nd at 7:00 PM at the Township building.

The Board directed the Secretary/Treasurer to calculate the salaries at a 4% across the Board increase, research the line items left blank in the General Fund, and attempt to balance the Solid Waste Fund before the next meeting.

ADJOURNMENT OF THE MEETING: At this late hour**,** Supervisor Quigley made a motion and Supervisor Evans seconded to adjourn the budget meeting at 10:05 pm. Motion carried unanimously.

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Respectfully submitted,

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Daisy Lightner, Secretary/Treasurer