

The 2311th meeting of the Upper Leacock Township Board of Supervisors was held on Thursday, November 21, 2019, at 6:30 p.m. Chairman Ron Simmons, Vice Chairman J. Harold Leaman, and Nelson Bard were present. Also present was Michael Morris, Township Manager; William Cassidy, Township Solicitor and Brian Kauffman, Township Engineer.

Supervisor Simmons called the meeting to order and then asked all present to rise and recite the Pledge of Allegiance.

Supervisor Bard made a motion to **approve** the October 17, 2019 Supervisors meeting minutes. Supervisor Leaman seconded the motion. The motion passed.

Recognition of Guests:

Randy Smith, Chief of Bareville Fire Company – Randy reported that there are 8 new members for 2019, 50 active firemen as well as over 40 members in the auxiliary. They were able to purchase 40 new pagers for the company. The company is accepting bids for their new truck, taking a close look at what is necessary at a good price. A generator for the truck could cost \$15,000. Randy invited the Board of Supervisors and their families to the Fire Hall Banquet on January 25, 2020 that will be held at their banquet hall. There is a need for administrative help within the company. Randy asked if it was possible to replace their sign with a new LED sign. The Supervisors said it would need to be taken to the Zoning Officer.

Tyler Fischer – Leadership Lancaster Core Class – observed the meeting for his class.

Public Comments:

There were no public comments.

Old Business:

- Manager Michael Morris stated that the only change to the budget would be cost relating to the pool for 2020.

- **2020 GENERAL FUND BUDGET MESSAGE:**

Upper Leacock Township's total operating budget for all Townships funds; including general, water, sewer and liquid fuels funds reflect revenue of \$8,298,634.87 and expenses of \$7,027,006.91.

The proposed 2020 General Fund Budget of Upper Leacock Township reflects revenue of \$3,827,558 and expenditures of \$3,521,241.99; thereby creating a **surplus** of \$306,316.33 and an unreserved fund balance of \$1,145,104.87 as of September 31, 2019.

Real estate tax revenue is projected to **increase** to \$1,369,908 due to our increase in assessed value.

Earned Income Tax including current and prior years along with Local Services Tax and Real Estate Transfer Tax is projected to **decrease** to \$1,518,896 from 2019 of \$1,597,501.

Motor vehicle and criminal fines are also **decreased** to \$16,000 in 2020 from \$21,348 in 2019.

Rental income for the Community Building is **increased** to \$242,904.32 due to contractual lease increases.

Zoning fees are increased substantially to \$88,100 due primarily to the Garman Subdivision of Apartments and Single family homes.

Recreation Revenue will be reduced by \$121,000 because of a New Swimming Pool Management Agreement with the Lancaster Family YMCA instead of the Lititz Rec League whereby the YMCA will collect and keep the Revenue as part of their agreement to operate the pool for 2020.

Rental of Police services is once again increasing to \$1,325,000 a 7.2% increase from last year. Also, we are still paying on the arbitration award for post-retirement medical benefits (OPEB) in an amount of \$135,000 for 2020. Total for Police and benefits is \$1,469,708.

Engineering services of \$50,000 will be transferred to the Upper Leacock Township Municipal Authority for implementing the unfunded mandate of MS4 requirements.

We currently are budgeting \$180,000 for sidewalk installation on the south side of Rt 23 from 772 to South Maple but will revisit that location for consideration at a different location in the near future.

No capital construction is budgeted for the pool in 2020.

Furthermore community building expenses are reduced to \$198,325 by not budgeting capital constructions.

The general fund will pay off the Community Building loan completely in 2020.

NOTE: General Fund actuals are as of 09/30/2019, Water, Sewer and Liquid Fuels actuals are as of 09/30/19

Supervisor Leaman made a motion to **approve** the General Fund Budget for 2020, Supervisor Bard seconded the motion. The motion passed.

- **Liquid Fuels Message 2020:**

Total revenue for the 2020 Liquid Fuels budget is \$337,007 with expenses of \$459,555 thereby creating a deficit of \$122,547 to be paid from the unreserved fund balance of \$313,728.

Expenses of Maintenance and Repairs of \$362,555 include base repair and seal coat of Mondale Road for \$56,000, Stormstown Road for \$28,300. Windy Tor Road for \$146,900; paving materials of \$30,000; wearing course of \$82,300 plus contingency of \$31,390 and engineering of \$17,265.

Supervisor Bard made a motion to **approve** the Liquid Fuels Budget for 2020, Supervisor Leaman seconded the motion. The motion passed.

- Updated Emergency Operations Plan for promulgation was brought before Emergency Service Committee and was recommended by the whole committee. Contact lists should be updated.

New Business:

- **L&S Sweeteners –**

Supervisor Leaman made a motion to **approve** the letter of financial security in the amount of \$48,149.75 contingent on the conditions in the Rettew Letter of November 12th, 2019.

Supervisor Bard seconded the motion. The motion passed.

- **Kettering Subdivision –**

Supervisor Bard made a motion to **approve** the letter from Rettew dated November 13, 2019 stating that the Kettering subdivision financial security be reduced by \$34,496.25. Supervisor Leaman seconded the motion. The motion passed.

- **Beechdale Farms Major Stormwater Plan –**

Supervisor Bard made a motion to **approve** the Beechdale Farms stormwater plan waiver request of pipe size subject to the letter dated November 12, 2019. Supervisor Leaman seconded the motion. The motion passed.

Supervisor Bard made a motion to **accept** the stormwater management plan conditioned in the letter from November 12, 2019. Supervisor Leaman seconded the motion. The motion passed.

Supervisor Leaman made a motion to **accept** Rettews recommendation from the letter dated November 12, 2019 for financial security for the stormwater management plans at Beechdale farms in the amount of \$52,931.88. Supervisor Bard seconded the motion. The motion passed.

Supervisors' Concerns:

- There were no concerns.

Engineer's Report

- **ULT Curb and Sidewalk Plan Concept:**

Supervisor Leaman made a motion to **approve** the \$800,000 grant be used for sidewalks on the South side of Route 23 from Newport Road to South Maple Avenue. Supervisor Bard seconded the motion. The motion passed.

Solicitor's Report:

- Discuss Cardinal Lane in Executive Session.

Payment of Bills:

Oct 11, 2019 to Nov 13, 2019

GENERAL	\$183,497.07
WATER	\$44,194.51
SEWER	\$27,346.76
TOTAL	\$255,038.34

STATE/LIQUID FUELS PAYMENTS	\$22,404.95
Alpha Space Control	\$16,229.60
PPL Electric Utilities	\$5,586.60
Rettew / ULT Annual RD Projects	\$588.75
TOTAL GENERAL FUND RECEIPTS	\$173,257.07

- Supervisor Bard made a motion to **approve** and to pay the bills totaling \$255,038.34, Supervisor Leaman seconded the motion. The motion passed.

Correspondence:

- There was no correspondence.

Manager's Report:

- **YMCA Agreement Motion to Accept –**
Supervisor Bard made a motion to allow Manager Michael Morris to sign the Swimming Pool Management Agreement. Supervisor Leaman seconded the motion. The motion passed.

Executive Session:

- The executive session began at 7:20 p.m, the Board of Supervisors meeting reconvened at 9:10 p.m.

On a motion by Supervisor Bard and seconded by Supervisor Leaman, the meeting adjourned at 9:15 p.m. The next meeting is scheduled for December 21, 2019 at 6:30 p.m. in the Community Building meeting room.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Michael Morris', with a long horizontal flourish extending to the right.

Michael Morris
Township Manager