

MINUTES

SWATARA TOWNSHIP

BUDGET MEETING

OCTOBER 14, 2020

BOARD OF COMMISSIONERS

1. President Connolly called the Budget Meeting of the Swatara Township Board of Commissioners to order at 6:05 p.m. Wednesday, October 14, 2020 at the Swatara Township Municipal Building, 599 Eisenhower Boulevard, Swatara, PA 17111
2. Commissioners Zubeck, Varner, Ellis, Vice President Boudier and President Connolly were present. Also present: Township Manager Jim Fosselman, Assistant Manager Kim Kaufman, and Assistant Secretary Karen Alleman.
3. President Connolly asked for all Commissioners to submit their budget input in writing by October 28. He will send a year-to-date budget out to everyone. Department head requests are due by October 28 as well. President Connolly will meet with Manager Fosselman beginning October 28 to go over budget numbers in preparation for the November 9 and 10 budget meetings. The following are President Connolly's recommendations as the Chair of the Finance Committee:
 - Dawood Engineering did a presentation in May regarding highway projects. No additional projects have been added since then. The projects include Paxton Street and 28th Street (part of a Green Light Go Grant), Paxton Street sidewalk in the area of Spagnolo Way (part of a request to Dauphin County to provide partial funding), Highland Street safety corridor, Derry Street paving, 63rd Street Bridge repairs, Chambers Hill area paving (Ridge, Spruce, and West), Dewey Street project, Rupp Hill and Grayson Road, Francis Cadden Parkway (guiderail and stream bank stabilization), and Old Nyes Road stormwater pipe.
 - The municipal building and renovations. The requests for proposals for the municipal campus were received by Dawood today and will be reviewed. Twenty proposals were received.
 - Highway building for equipment
 - Bishop Park (north side) trail, sidewalk, or walkway on Highland Street. President Connolly feels the park should be the last item to be funded and should not be started until all other projects important to the other Commissioners have been priced.
 - Public Safety Building (police, fire, EMA). The bulk of the leftover money will be allotted to the public safety building.

President Connolly feels there is enough money for all ten highway projects and money to be set aside for renovations to the municipal building. The above items are a wish list and will be used in conjunction with the authorized borrowing.

Commissioner Zubeck would like the Township to apply for a DCNR Grant for sidewalk funding at Bishop Park. She also has additional grant ideas she will investigate.

Commissioners will receive a spreadsheet from Dawood tomorrow, followed by an explanation of projects. Manager Fosselman will send out a year-to-date budget (up to September 30) on Friday, October 16. The department head wish list will also be sent out on Friday, October 16.

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Budget meetings will also be held on November 9 and 10 at 6:00 p.m. Commissioner Varner asked when an actual proposed budget will be sent out. Manager Fosselman said it will be sent out as soon as the County delegates CARES Grant funds. It should be ready next week.

Commissioner Zubeck would like all “new” projects to be listed in the budget this year. Manager Fosselman said he could do that.

Manager Fosselman went over the OLDS (On Lot Disposal System) budget. There should be a \$45,000 surplus at the end of this year. No one had any questions regarding this fund.

Manager Fosselman went over the Ambulance fund. The real estate tax rate in this fund may be able to be lowered slightly and still have money at the beginning of the year until real estate taxes start to come in. There should be a \$31,000 surplus at the end of this year to begin the year with. Commissioner Zubeck asked where the LST tax goes, and where we stand this year in collections. Manager Fosselman said the LST funds go into the general fund. Funds are down a little this year.

Manager Fosselman went over the Liquid Fuels Fund. The Audit General’s office just completed an audit of the fund and did not have any findings. Revenues are down a little due to the distribution from the State. Commissioner Zubeck noted the reduction in State funds was a direct result of COVID and people not traveling and paying the gas tax. There were no questions.

The Budget Meeting ended at 6:36 p.m.


Karen Alleman, Assistant Secretary