

**Minutes of the Spring Garden Township Board of Commissioners
6:00 p.m. – December 16, 2020**

Persons Present:

Daniel E. Rooney, President
John J. Luciani, Vice-President
Thomas Gwilt, Commissioner
David Detweiler, Commissioner
Annette Clark, Commissioner

Marcy L. Krūm-Tinsley, Township Manager
George Swartz, Police Chief
Krista Gardner, Chief Financial Officer
Steve Hovis, Esq., Solicitor

Call to Order – Business Meeting

President Commissioner Dan Rooney called the continuation of the virtual December 9th Board of Commissioners meeting to order. He stated that he did not intend to read through the entire Protocol for this meeting but requested that everyone be respectful, patient and kind, limit comments and not duplicate discussions. In addition, he requested that the participants mute their devices until Public Comment was opened. President Commissioner Rooney stated the purpose of the meeting was a continued review of the Proposed 2021 Budget.

President Commissioner Rooney announced that the Rental Inspection Program and Personnel discussions would be held during an Executive Session.

H. New Business – Budget 2021

President Commissioner Rooney noted that the Proposed 2021 Budget with a tax increase of .225 mils created a \$700,000 budget deficit; without a tax increase it created a \$951,557 deficit. He noted it was quite a challenge.

Commissioner Luciani stated that in the midst of COVID it is a challenging time for the community as well, and a re-examination of the budget will provide some good ideas.

President Commissioner Rooney listed items to help the deficit of which he requested the Board's comment either yay or nay.

- Decrease in Cleaning fees; email migration
- Delay the leasing of two Public Works Vehicles, 1 Police Vehicle
- Minimize the Comprehensive Plan item from \$60,000 to \$25,000
- Keep Baseball Program in the 2021 Budget
- Remove National Night Out Funding
- Remove York County Quick Response Donation
- Remove YSM survey costs for a recreation survey
- Remove 2021 Wages for a number of Board of Commissioners
- Concession of Township Manager to 2019 Wages
- Concession of Police Chief 2020 Wages
- Enact a Pay freeze for Administration Staff
- Remove half of a police officer and search services for Police Chief

Consensus of the Board was agreement with all of the above as stated.

The Board of Commissioners recessed to an Executive Session at approximately 6:25 p.m.

President Commissioner Dan Rooney reconvened the continuation of the Board of Commissioners Business Meeting from December 9, 2020 for additional 2021 Budget discussions.

President Commissioner Dan Rooney announced that during the Executive Session the Board also discussed personnel issues; litigation and land acquisition issues, which were new issues that came up during the Executive Session.

3. Requests for Payment

Invoices for \$223,026.83 - Fixtures, Furnitures and Equipment, which were approved in the 2019 Contract. General Services COSTARS were used.

- Benjamin Roberts – \$8,147.31 – Contains tables, vertical files, shelving
- All Steel - \$19,668.99 – Filing cabinets
- Lacasse - \$2,909.52 – Fire Files (4)
- National - \$192301.01 – furniture, tables, chairs in the meeting rooms, offices, lobby and conference rooms

Total: \$223,026.83.

Motion (Luciani/Detwiler) to approve payment to the following four vendors as recited by the Manager for Ben Roberts, All Steel, National Furniture, Group Lacasse for a total amount of \$223,026.83. **Motion Carried 5/0.**

Additional Action Items:

President Commissioner Rooney noted that due to Commissioner Mike Thomas' resignation, a need existed to appoint a Commissioner to serve on the YAUFRR Board. Commissioner Rooney serves on the YAUFRR Board and a second Board Member is needed along with an Alternate.

Motion (Luciani/Clark) to nominate Commissioner Gwilt to a full term as the YAUFRR representative to Spring Garden Township. **Motion Carried 5/0.**

Motion (Luciani/Clark) to nominate Dave Detwiler as the Alternate to YAUFRR. **Motion Carried 5/0.**

Motion (Clark/Luciani) to adopt the 2021 Budget with the listed 18 changes:

- 1) Decrease in Cleaning Fees/Increase in Fire Monitoring; savings of \$9,602;
- 2) Email migration; moved up to 2020 savings \$7,000;
- 3) Remove 2 Public Works vehicles pushed out into the lease program in 2022; savings \$13,614;
- 4) Remove one police vehicle pushed out into the lease program 2022 year; savings \$26,235;
- 5) Comprehensive Plan – Go with the Guide Planning Portion; savings \$35,000;
- 6) Removal of Baseball Program; Program not to be removed but leave the \$5,000 cost in the Budget;
- 7) Police – Remove National Night Out; \$5,000 savings
- 8) Police – Remove York County Quick Response Donation of \$500;
- 9) Remove the Mt. Rose Property YSM Survey Cost; savings \$3,930;
- 10) Remove the Accounting and Benefits Coordinator which was scheduled to be a full-time position back to the original part time position without benefits at \$25.00 an hour with a max of 29.5 hours per week decreasing the Budget by \$46,790.95.
- 11) Initiate a pay freeze for administrative employees' savings of \$5,433.
- 12) Pay concessions for the Township Manager who will restore her salary back to the 2019 wages; savings \$8,527;
- 13) Pay concessions by the Police Chief for his salary at 2020 wages; savings \$5,496.

- 14) Pay concessions from the Board of Commissioners; three have agreed to not take a salary for this year; savings \$10,495.80.
- 15) Remove a half year police officer; savings \$51,134;
- 16) Remove the search service for the Police Chief; savings \$20,000.
- 17) Rental Program; Elected Option E increasing the rental fee to \$200 per unit, outsourcing the rental inspections and moving to a part-time office support; savings \$58,000.
- 18) Adjust the township healthcare cost contributions from 94% which is what is contributed to the single and family to a new contribution amount of 75% for single and 66% for family; savings \$60,000 a year.

Commissioner Luciani added that he was Seconder to the Motion with the cost reductions and expressed a tremendous thank you to everyone who worked hard to accomplish it. President Commissioner Rooney stated that he did not like all of the options but he would be agreeable to them. He noted that the last option with regard to the healthcare options, that the Board should seriously re-consider increasing the share healthcare cost to 34% before the end of 2020. He noted that this places a tremendous burden of over \$8,000 to nine staff people who have their own budgets. In addition, there are other effects on employee morale and service. He would favor supporting an approach next year where increases could come gradually over a 1-year or 3-year term. Additionally, he noted that the Police and Public Works Unions will be negotiated next year. He would favor having a better plan with more information in order to make a more educated decision.

Motion Carried 4/1; Commissioners Luciani, Clark, Detwiler and Gwilt voted approval; President Commissioner Rooney voted against.

- 8. Ordinance 2020-4/ 2021 Tax Levy
- 9. Ordinance 2020-5 / 2021 Revised Budget

Solicitor Hovis noted that this meeting is Intended to be resumed. If it is deemed to be in-person it will be posted on the website.

Motion (Luciani/Clark) to continue this meeting until next Tuesday, December 22, 2020 at 6 p.m. via Zoom.
Respectfully submitted,

Marcy L. Krūm-Tinsley
Secretary

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