

PINE GROVE TOWNSHIP SUPERVISORS

175 OAK GROVE ROAD, PINE GROVE, PA 17963

OCTOBER 2, 2008 SPECIAL MEETING MINUTES

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A special meeting was held on October 2, 2008 at 6 PM to discuss the 2009 Budget and other business before the Board of Supervisors.

Attending were Chairman Larry Zimmerman, Supervisors Allen Aungst, Judith Lehman, Diane Tobin and Jerry Wise; and Sect. / Treas. Kathy Ferguson.

## General Fund Budget

The Board reviewed the budget, discussing the following items.

- ♦ **Host Fees** – It was agreed to have the income from the host fees budgeted under the Capital Reserves Fund.
- ♦ **Earned Income Tax** – Ferguson projected a higher revenue amount than was previously budgeted and the Board increased the budgeted amount.
- ♦ **Local Services Tax (LST)** – Revenue was less than budgeted in the current year because of the newly state mandated way of collecting the tax. The Board estimated that next year’s revenue will again be at a normal level.
- ♦ **Benesch Fees** – The fees for the SALDO revisions were discussed, it was noted not all the project invoices have been received.
- ♦ **Legal Fees** – It was noted the solicitor has not charged the Township for the second or third quarter of the year and Ferguson was asked to contact him.
- ♦ **Drinking Water** – Zimmerman suggested checking into a water filtration system for the Township instead of the water delivery service. Aungst said it would also be cheaper to buy gallons of water. No decision was made.
- ♦ **Shop Furnace** – It was noted the furnace is at least 20 years old and not efficient, the amount of oil used in July and August was high.
- ♦ **Electric** – Aungst said lights on the garage should be turned off to save money and the Pine Grove Township street light bill was discussed. Tobin said she would find out which light the bill is for.
- ♦ **Emergency Management** – Ferguson asked the Board to consider budgeting for emergency supplies and for office items for the Emergency Management Director. No decision was made.
- ♦ **Laser Level** - Zimmerman said it is something the Board should consider purchasing for the road crew to use when setting drop boxes and putting in pipe. Lehman disagreed on budgeting for the item and it was tabled.
- ♦ **Stone** – Zimmerman said bids need to be gotten again next year on stone and we need to check on what we get from Foster because the quality of the 2A stone is poor.
- ♦ **Wages** – The Board used a percentage increase to project wages for the budget and will use specific amounts at the reorganization meeting.
- ♦ **Workers Comp Expense for the Ambulance Assoc.** - The board discussed the increase in the amount the Township is requested to pay for the Ambulance Association’s worker’s comp fees. Aungst said he will check with Margaret at the Borough for accuracy of the invoice.

## Other General Business

- ♦ **Capital Reserves Fund** – The Board of Supervisors agreed to work on this budget at the next budget meeting.
- ♦ **Digital Subdivision Plans** – Zimmerman suggested making it part of the SALDO to require a developer to submit a digital copy of the final approved plan to save storage space in township files.

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- ♦ **Roadmaster** - The Board of Supervisors said the Roadmaster should be at the budget meeting to discuss the road items and plan to ask him to the next meeting. Aungst also said the Roadmaster should get reports monthly from the treasurer for line items 430 through 438 in a detailed expense report and a year-to-date/budget comparison report.
- ♦ **Clubhouse Road** – Zimmerman said they need to check on the status of this project.
- ♦ **Line Striping** – Aungst had a draft letter to send to the company who did the line striping stating the township was not satisfied with the work. The Board discussed the letter and tabled it until Aungst could talk to our PennDOT rep Joe Kretulskie.

**Adjournment**

At 8:45 PM Zimmerman moved to adjourn the meeting, Aungst seconded the motion, all were in favor and motion carried 5 to 0.

**Respectfully submitted,**

**Kathy Ferguson, Secretary / Treasurer**

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**Approved by the Board of Supervisors October 8, 2008**