

MINUTES  
New Holland Borough Council Workshop  
October 21, 2015

New Holland Borough Council met in regular Workshop session on Wednesday, October 20, 2015 at 7 p.m. Members present were: President Donald J. Herrington, Vice-President William Clisham, Todd C. Burkhart, C. Stephen Good, Terry S. Mohler and James S. Bailey. Member Patrick K. Morgan was absent. Also present were Manager/Secretary J. Richard Fulcher, Mayor Wilbur G. Horning and Police Chief Donald L. Bowers, Jr.

President Herrington opened the meeting, noting that the main purpose of this evening's meeting is to review the draft 2016 budget.

Manager Fulcher then reviewed the major elements of the draft budget as initially prepared. As drafted, the general fund budget does not necessitate a tax millage increase. The first step of the updated water rate increase is in effect but no rate increases are needed for wastewater or the community refuse program; which will continue with the \$10 payment in full discount during January. The assessed taxable real estate did have a very minor, but positive .002% increase. CNH recently received a reduced assessment but appealed to court to try to get it even lower. The operational support request from the Fire Company to the inter-municipal group was \$101,308 up 8 percent over 2015. With the updated five year cycle formula, both the Borough and East Earl Township are each down about one-half a percent and Earl Township grew the additional 1 percent.

It was noted that 8 percent is a large increase and there are apparently numerous future capital concerns with the operations that will have to be addressed in some fashion.

The Manager reported that the draft Highway Aide listing of items needs some correction and he and the Streets Department Supervisor will also be meeting with a contractor's representative next week to more closely gauge repaving costs for next year. This should be complete by the final draft.

Member Burkhart inquired if there were any sidewalk or curb issues brought up on Fulton Street. Manager Fulcher stated he had not heard anything relating to the street work planned for next year.

The members then reviewed and discussed the status of police vehicles and which need to be replaced. After some review and discussion, it was the consensus to maintain the budget draft level of replacing two police vehicles next year.

Member Mohler inquired if the items he noted to help enhance the visibility of the public works crew when working at night, were being worked on.

Manager Fulcher stated both additional lighting and updated safety coverings have been ordered.

Member Burkhart noted that he thought the Manager followed the practice of only hiring replacement positions but one new person was hired recently in the Streets, Parks, Maintenance Department.

Manager Fulcher replied that is the usual process and that due to numerous factors increasing the workload of the Department due to the loss of two part-time year round Park maintenance people and one volunteer and no longer hiring two summer maintenance youth at the Park have caused part of the need. Only one person was picked up part-time to assist the one remaining part-timer. The Department Supervisor and staff has, as planned for and not unexpected, assumed the immediate supervision of maintenance and operational oversight at the Park. The ever increasing MS4 Stormwater rules and regulations which affect all parts of the Borough's operations have also added significant new work activities in the Department including outfall and basin inspections, testing, reporting, record keeping and so on; and there have been many other assistance activities added to the Department to help various community organizations have successful projects over the past few years. This should also eliminate under normal circumstances, the need for a future replacement when things change again.

Member Clisham stated he understands there may be an identified need but feels since hiring new employees is something to be looked at long term, it would be good if Council was informed of such changes in case there are questions.

The Manager stated that is not a problem.

Member Burkhart noted that the Borough has a backhoe with operators so he does not understand why the Manager authorized the use of an outside contractor to do the digging for the repair of the sewer force main on Hiester Avenue on September 30<sup>th</sup>.

Manager Fulcher replied that the work is usually scheduled for the Borough crew and it was set to proceed that way the next day, but when the PA DEP indicated they desired to see it corrected immediately and since it was also parade day of the annual Fair, and there was no indication of the exact location of the leak prior to digging, for time and safety purposes, he wanted extra personnel available to complete the various stages as soon as the leak was detected and repaired; so DEP would be satisfied and there would be no public safety issues.

The Manager reminded Council that a quorum will be needed for budget adoption, traditionally on the Thursday after December Council meeting, in this situation, December 3<sup>rd</sup>, since final adoption of the budget cannot take place less than 30 days after preliminary approval.

After brief further discussion, the meeting adjourned at 9:15 p.m.

November 3, 2015

Date Approved