



**WARRINGTON BOARD OF SUPERVISORS  
BUDGET WORK SESSION  
MINUTES FOR NOVEMBER 21, 2017**

**The written minutes are a summary of the November 21, 2017 Board of Supervisors Budget Work Session meeting. For a complete dialog visit the Township's website, [www.warringtontownship.org](http://www.warringtontownship.org).**

**ATTENDANCE**

Shirley A. Yannich, Chair; Fred R. Gaines, Vice Chair; Matt Hallowell, member; Carol T. Baker, Member; and Millie A. Seliga, Member. Staff present was Barry P. Luber, Township Manager; Barbara J. Livrone, Executive Assistant to the Township Manager/Board Secretary; Cassandra Williams, Director of Finance; Christian Jones, Director of Water and Sewer/Assistant to the Manager; Dan Friel, Chief of Police; and Lee Greenberg, Director of Emergency Services.

**CALL TO ORDER:** Ms. Yannich called the meeting to order at 6:05 P.M.

**PLEDGE OF ALLEGIANCE**

Ms. Yannich followed the Call to Order with a pledge to the flag.

**EXECUTIVE SESSION REPORT**

Ms. Yannich stated an executive session was not held.

**WORK SESSION ITEMS:**

**Presentation of 2018 Budget**

Ms. Williams reported a review of the 2018 proposed budget's fund balance; revenues and expenditures. Government Finance Officers Association recommends a minimum of 15% fund balance. (See Attachment "A")

Items for discussion were the following:

- General Fund
- General Fund Significant Budgeted Revenue Changes
- General and Volunteer Fire Company Funds Real Estate Tax Revenues
- Volunteer Fire Company Fund
- Water/Sewer Capital Fund 2018 Proposed Projects (over \$100,000)
- Water/Sewer Operating Fund
- Water/Sewer Operations Budget Revenue Changes over \$50,000
- Water/Sewer Operations Budget Expense Changes over \$50,000
- Water Contamination
- Water/Sewer 2014 Bond Fund Projects
- Capital Project Fund – 2016 Bond Fund
- Open Space Fund
- Capital Improvement Fund
- Debt Service Fund

- Highway Aid Fund (Liquid Fuels)
- Internal Services Fund

A proposed .95 mill tax increase is recommended which relates to an average increase to the township residents of \$37.00.

**ADJOURNMENT**

There being no further business, Ms. Yannich adjourned the meeting at 7:09, PM, seconded by Fred Gaines.

Respectfully Submitted By:

  
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Barbara J. Livone, Board Secretary

**Attachment "A"**

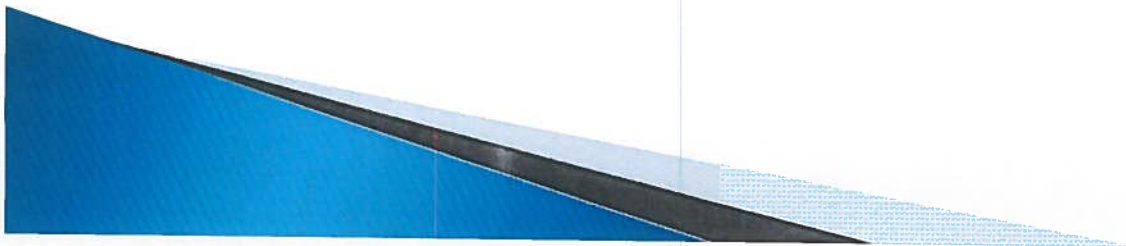
# **WARRINGTON TOWNSHIP 2018 PROPOSED BUDGET**



# GENERAL FUND

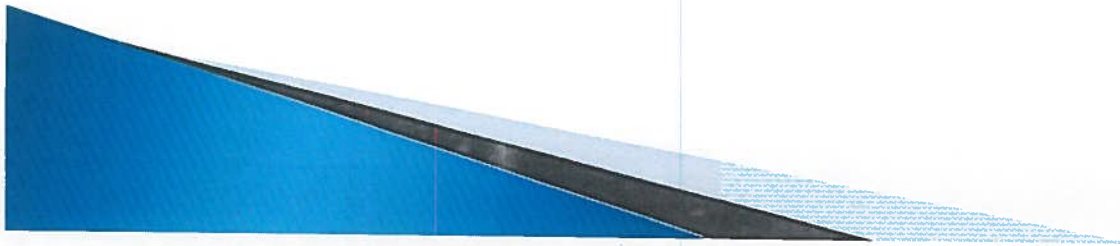
▶ 2018 Projected Beginning Fund Balance	\$ 4.02 million
▶ 2018 Proposed Revenue	\$13.09 million
▶ 2018 Proposed Expenditures	\$13.09 million
▶ 2018 Ending Fund Balance	\$ 4.02 million
▶ 2018 Fund Balance as a % of Expenditures*	30.7 %

▶ \* Government Finance Officers Association Recommends a minimum of 15% Fund Balance



# GENERAL FUND SIGNIFICANT BUDGETED REVENUE CHANGES

Category	2017 Budget	2018 Budget	Change
Real Estate Tax	\$2,860,000	\$2,771,683	<b>\$-88,317</b>
Real Estate Transfers	\$750,000	\$1,000,000	\$250,000
Earned Income Tax	\$4,460,000	\$4,692,000	\$232,000
Rental Income	\$380,000	\$302,000	<b>\$-78,000</b>
Park & Rec Assessments	\$205,000	\$300,000	\$95,000



# GENERAL FUND

## SIGNIFICANT BUDGETED EXPENDITURE CHANGES

Category/Dept.	2017 Budget	2018 Budget	Change
Police - 1 New Officer	\$0	\$48,450	\$48,450
Emergency Services - 1 New Firefighter	\$0	\$54,430	\$54,430
Healthcare Premiums	\$710,000	\$780,000	\$70,000
Transfers to Other Funds	\$205,000	\$300,000	\$95,000



# GENERAL AND VOLUNTEER FIRE CO. FUNDS REAL ESTATE TAX REVENUES

2017 Drawdown of Rate Stabilization Fund (DVIT) (a one-time use of funds to balance the 2017 budget)	\$345,000
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In 2018 Proposed Budget Includes:

1.25 mill Volunteer Fire Company Fund Increase	\$443,750
.30 mill General Fund Decrease	<u>(\$106,500)</u>
.95 mill Net Increase*	\$337,250

\* Average Homeowner Assessed Value is \$38,525 which is a change of **\$37 annually** to homeowners.



# VOLUNTEER FIRE CO. FUND

## ▶ Proposed Expenses:

◦ Incentive Program	\$67,000
◦ Payment for Operations	200,000
◦ Capital Purchase – Machinery & Equipment	100,000
◦ Reimbursement for Fire Relief Expenses	25,000
◦ Worker’s Compensation	38,761
◦ Other Expenses	7,981





# WATER/SEWER CAPITAL FUND 2018 PROPOSED PROJECTS (Over \$100,000)

## Wastewater

Bristol Road Sewer	\$230,000
County Line Rd. LPSS WD2	275,000
Warrington Oaks Pump Station Upgrade	330,000
Springbrook Lift Station Upgrade	230,000

## Water Distribution

Water System Improvements	\$400,000
Booster Station Upgrades	230,000
Water Main Extensions/Connections	430,000

## Water Supply & Treatment

Well 3 & 9 GAC Filtration	\$2,100,000
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# WATER/SEWER OPERATING FUND

## Existing Rates

Districts 1, 2, 3

Water per 1,000 Gallons	\$4.71
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## New Rates

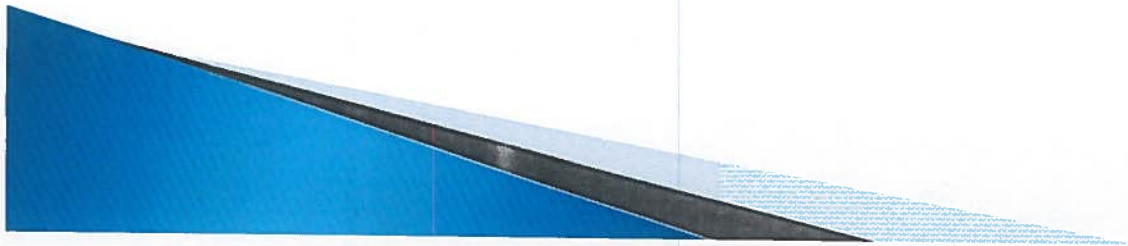
Districts 1, 2, 3

Water per 1,000 Gallons	\$5.17
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# WATER & SEWER OPERATIONS

## Budget Revenue Changes Over \$50,000

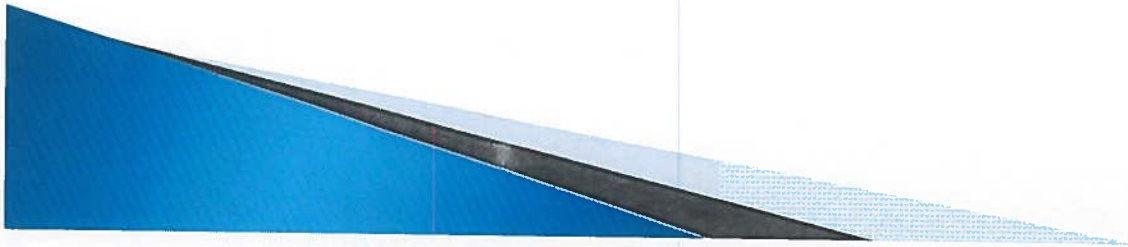
Revenue	2017	2018	Change
Sewer Sales – Residential	\$3,090,000	\$2,985,000	\$-105,000
Sewer Sales – Commercial	\$515,000	\$450,000	\$-65,000
Sewer Service Fee	\$0	\$271,823	\$271,823
Water–Sales Residential	\$2,284,179	\$2,394,893	\$110,714
Water Service Fee	\$415,260	\$581,616	\$166,356
Cooperative Agreement/NWWA Reimbursement	\$417,130	\$75,000	\$-342,130



# WATER & SEWER OPERATIONS

## Budget Expense Changes Over \$50,000

Expense	2017	2018	Change
Capital Purchase-Vehicle	\$0	\$65,000	\$65,000
Lab Chemicals	\$130,000	\$185,000	\$55,000
Warminster Township Authority	\$1,180,000	\$1,000,000	<b>\$-180,000</b>
North Wales Water Authority	\$821,250	\$1,314,000	\$492,750
NWWA -PFOS Charges	\$638,750	\$0	<b>\$-638,750</b>
Transfer to Water/Sewer Capital Fund	\$415,260	\$853,439	\$438,179



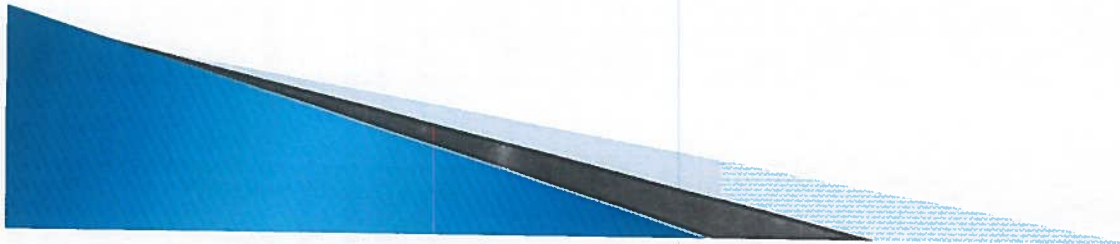
# WATER CONTAMINATION

## **Air National Guard Cooperative Agreement**

\$5.9 million to remediate Wells 1, 2, & 6 to non-detect levels; water purchases from North Wales Water Authority

## **Amendment to Cooperative Agreement**

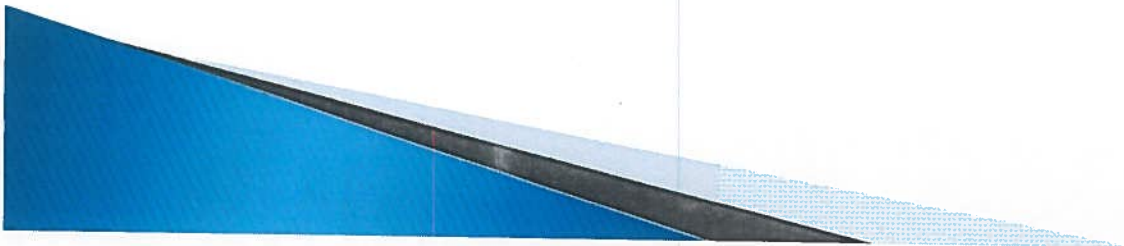
Additional \$7.6 million for projects related to closure of Wells 3 and 9; two interconnections to bring water from North Wales Water Authority; and improvement to booster stations



# WATER/SEWER 2014 BOND FUND PROJECTS

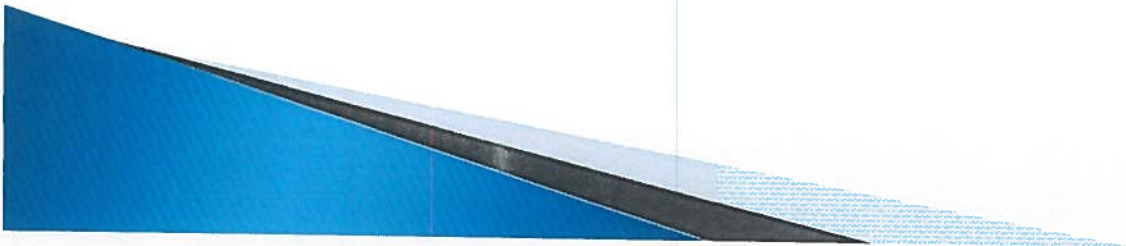
## 2018 Proposed Projects

Palomino Sewer Rehabilitation	\$466,751
Tradesville Headworks	3,455,800
Tank Repainting	<u>550,000</u>
	\$4,472,551



# CAPITAL PROJECTS FUND – 2016 BOND FUND

- ▶ 2018 Projected Beginning Fund Balance \$2.67 million
- ▶ 2018 Projected Project Expenditures \$2.67 million



# CAPITAL PROJECTS FUND – 2016 BOND FUND

2018 Proposed Projects	Amount of Projects
Storm Drainage Rehab–Warrington Village	\$500,000
Storm Drainage Rehab–Fairways	25,000
DPW Old Office Bldg. Retrofit	140,000
Improve Pickertown/Folly Roads Drainage	150,000
Road Resurfacing	1,000,000
Replace Basketball Court – John Paul Park	100,000
New Fuel Pump/Software	15,000
Old DPW Garage –40x60 Framed Out Bldg.	70,000
Police Station/Township Bldg. Design	575,000
Columbus Ave./Poplar Rd. Storm Drains	<u>100,000</u>
<b>Total</b>	<b>\$2,675,000</b>



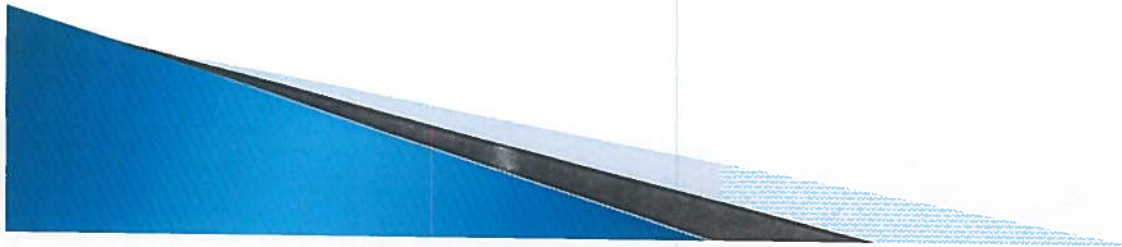
# OPEN SPACE FUND

Projected Available Balance 2018	\$4,418,760
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## 2018 Proposed Projects

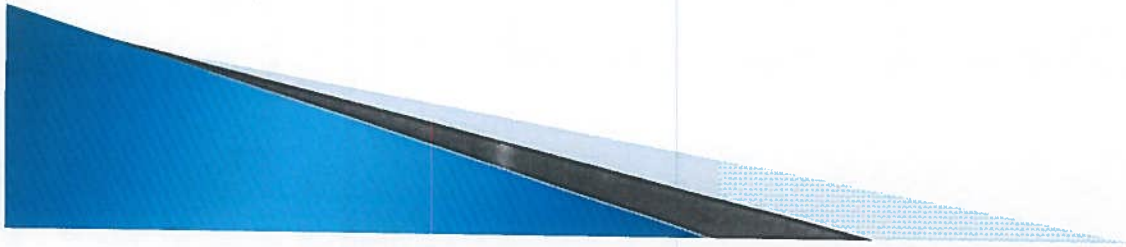
Millcreek Property Acquisition	\$2,200,000
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Available Balance for 2019	\$2,218,760
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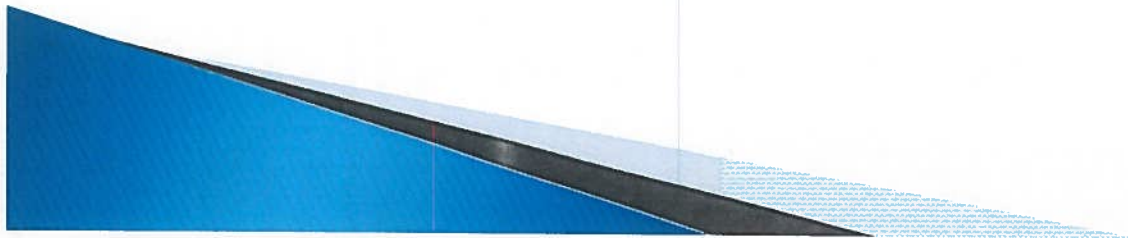
# CAPITAL IMPROVEMENT FUND

2018 Proposed Projects	Amount of Project
Street Sign Reflectivity	\$50,000
MS4 System Map	25,000
TMDL - Construct/Naturalize Basins	5,000
Transfer to Open Space	200,000



# DEBT SERVICE FUND

2018 Debt Service Payments	Payment Amount
2016 Capital Projects Bank Loan	\$378,394
2014 Capital Projects Bond Issue	159,100
2014 Open Space Bond Issue	124,700
2013 Open Space Bond Issue	60,643
2013 Refinance Bond Issue	487,028
2012 Capital Projects Bond Issue	698,544
Trustee Fees	2,000
Tax Collector	17,600
Group Benefits	<u>1,346</u>
Total	\$1,929,355



# HIGHWAY AID FUND (LIQUID FUELS)

2018 Projected Beginning Fund Balance	\$303,227
Interest Earnings	\$ 1,000
2018 State Allocation	<u>\$714,000</u>
Available Balance for 2018	\$1,018,227

## 2018 Proposed Expenditures

Salt	\$100,000
Contracted Services (Snow Plowing)	\$250,000
Debt Service on 2012 Road Bonds	\$252,000
Two Dump Truck Bodies	\$ 69,000
Two Utility Trucks	<u>\$ 69,000</u>
Total Expenditures	\$740,000



# INTERNAL SERVICES FUND

2018 Proposed Purchases/Leases	Amount
Police - Patrol Sedan (2) Purchase	72,000
Police - Patrol SUV (1) Purchase	46,000
Emergency Services - Firefighter Pick-Up Truck	50,000
DPW Backhoe (5-Year Lease)	28,000
Public Works 3-6 Ton Roller	55,000
Police - In Car Camera Replacement	<u>14,000</u>
	\$265,000

# WARRINGTON TOWNSHIP 2018 PROPOSED BUDGET

## Questions?

