

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Budget Special Meeting
Thursday, November 10, 2022
6:00 PM

ATTENDANCE

The Board of Supervisors of Ferguson Township held a Special Budget Meeting on Thursday, November 10, 2022, as a hybrid meeting. In attendance were:

Board:	Laura Dininni, Chair	Staff:	Centrice Martin, Township Manager
	Lisa Strickland, Vice Chair		Jaymes Progar, Assistant Township Manager
	Jeremie Thompson		Dave Modricker, Director of Public Works
	Patty Stephens		Eric Endresen, Director of Finance
			Jenna Wargo, Director of Planning & Zoning

Others in attendance included: Rhonda Demchak, Recording Secretary

I. CALL TO ORDER

Ms. Strickland called the Thursday, November 10, 2022, Board of Supervisors Special Budget Meeting to order at 6:00 p.m.

II. CITIZENS INPUT

There were none.

Ms. Martin thanked and welcomed everyone to the Special Budget meeting and noted that the meeting had been advertised in accordance with the PA Sunshine Act as a hybrid meeting with an option to attend online utilizing zoom and the main meeting room for any public members to participant. Persons attending the meeting as members of the public and wanted to participate were asked to state their name, municipality, and topic. Members of the public are to be muted during the meeting and must be acknowledged by the Chair. Board members are asked to indicate their name when motioning or seconding a motion so that the minutes are accurate. Ms. Martin took Roll Call and there was a quorum.

III. CONTINUATION OF THE PRESENTATION OF THE DRAFT 2022 ANNUAL OPERATING BUDGET

a. Overview and Considerations of [DRAFT 2023 Annual Operating Budget](#)

Ms. Strickland asked to review Ms. Martin's considerations with the pros and cons that was shown via a slide at yesterday's meeting.

1. Do nothing – Proceed as usual. Complete current projects and work towards goals. Control expenditures year-to year.
2. Budget Cuts – Austerity. Cut the budget today and defer projects until funds replenish. Save now, pay later.
3. Step-Down Approach – Prioritize completion of current projects and infrastructure maintenance. Assess Scope of work for future projects and find alternative sources of funding. Ms. Martin stated this would be short term.
4. Raise Taxes – Prioritize increased funding for future projects. Ms. Martin stated that she is not proposing to raise taxes.

5. Budget Cap on Specific Funds.

b. General Fund - Ms. Martin reviewed the budget that started on page 62.

i. Administration – Centrice Martin, Township Manager

1. General Government – Ms. Martin reviewed the budget that started on page 62.

Ms. Dininni questioned what the dues are used for with the Chamber of Business and Industry for Centre County. Ms. Martin will confirm and update the Board.

2. Executive – Ms. Martin reviewed the budget that started on page 65.

Ms. Dininni suggested having a pdf version of the newsletter as an option. Ms. Martin will discuss with staff to determine options.

Ms. Strickland requested to flag 401.329 the Community Engagement Internship Program.

Ms. Dininni requested to flag the 401.320 Communications – Zoom.

Ms. Strickland requested to flag 401.370 Executive Recruitment.

3. Legal – Ms. Martin reviewed the budget that started on page 78.

After a discussion regarding the proposed amount, Ms. Martin suggested raising the budget to \$50,000. This item was flagged as well.

4. Information Technology – Ms. Martin reviewed the budget that started on page 81.

Ms. Strickland requested to flag the Microsoft Office Licenses on page 82.

5. Economic Development - Ms. Martin reviewed the budget that started on page 144.

Ms. Strickland requested to flag 463.540 Economic Development.

ii. Planning & Zoning – Jenna Wargo, Director of Planning & Zoning

1. Planning & Zoning – Ms. Wargo reviewed the budget that started on page 112.

Ms. Dininni requested to flag 414.340 Advertising, Printing & Scanning on page 116. Ms. Martin suggested to place this under the Executive Budget.

Ms. Strickland requested to flag the Economic and Community Development Planner position.

Ms. Wargo reviewed 414.750 Planning Committed Funds on page 182.

Ms. Wargo reviewed 461 Natural Resources on page 143. Ms. Dininni suggested moving to Public Works. Ms. Martin flagged for further discussion.

Ms. Martin will amend the budget for 462.540 Land & Housing to \$5,000.

iii. Public Works – Dave Modricker, Director of Public Works reviewed the budget that started on page 84.

1. Engineering – Mr. Modricker reviewed the budget that starts on page 87.
2. General Government Buildings – Mr. Modricker reviewed the budget that starts on page 91.
3. Maintenance – Mr. Modricker reviewed the budget that starts on page 121.

Ms. Dininni suggested establishing a farm-based program like Harris Township does for their leaves. Mr. Modricker stated they have thought about this, but there will need to be a lot of things to explore.

4. Street Trees – Mr. Modricker reviewed the budget that starts on page 137.

Mr. Modricker noted that under 455.450 Contracted Services the pruning of trees should be 500.

- c. Stormwater Fund – Mr. Endresen reviewed the revenues that started on page 160. Mr. Modricker reviewed the fund that started on page 161.

Ms. Dininni requested to flag 446.114 Stormwater Worker Wages on page 163.

Ms. Strickland requested to flag 446.610 Capital Construction to Community Partnership Program.

- d. Liquid Fuels Fund – Mr. Endresen and Mr. Modricker reviewed the fund that starts on page 166.

Ms. Strickland requested to flag 438.245 Supplies and Materials on page 169.

- e. Capital Reserve Fund – Ms. Martin, Mr. Endresen, and Mr. Modricker reviewed the fund that starts on page 177.

Ms. Martin reported that she would be willing to pull the car that the manager would use for business to help save money. Ms. Dininni suggested flagging the manager's car.

Ms. Strickland flagged the purchase of lighting fixtures and the reconstruct base and paving under 409.750 Capital Equipment-Buildings on page 180.

Mr. Modricker suggested flagging the carpet, security camera, and painting of the administration building under 409.760 Building Equipment Committed Fund. Ms. Dininni and Ms. Strickland concurred to flag these items.

Ms. Martin flagged 410.750 Capital Equipment – Police – Electric motorcycle and electronics and accessories for motorcycle on page 182.

Mr. Modricker flagged 434.372 Streetlight Improvements on page 184. Ms. Dininni flagged the decorative ornaments or flags to be affixed to streetlights for holiday celebrations or other occasions for \$10,000.

Ms. Dininni flagged 408.314 Engineering Design – consultant lighting design and the Pine Grove Mills Parking Study on page 283.

- f. Regional Capital Recreation Projects Fund – Ms. Dininni stated that yesterday it was decided to defer COG Park portion of the Ferguson Budget Review. The Board agreed moving the budget forward as it is.
- g. Transportation Improvement Fund – Mr. Modricker reviewed the fund that started on page 284. Ms. Strickland flagged the Pine Grove Mills Mobility Committed Fund, 2023 Commitment under 439.610 Mobility Study Implementation on page 283.

Ms. Dininni flagged the Northland Mobility Committed Fund, 2023 Commitment under 435.610 Mobility Study Implementation on page 283.

Ms. Dininni flagged the 439.610 Capital Construction for Blue Course Drive on page 284.

Ms. Strickland suggested partnering with entities to offset the cost of the flashing lights on Cherry Lane at the Radio Park Elementary School.

IV. FLAGGED ITEMS DISCUSSION

The Board reviewed the following items that were flagged from the special budget meetings:

1. 435.610 Mobility Study Implementation - Pedestrian Island

Ms. Dininni and Ms. Strickland requested to remove the pedestrian island. Mr. Thompson disagreed with removing. Ms. Dininni expressed concerns with putting in a massive investment with the possibility of changes to CATA. Mr. Modricker is not too far into the design phase. Ms. Stephens stated she is in favor of not moving forward this year. Mr. Thompson noted that he doesn't see how moving the bus stop would be beneficial. Ms. Strickland stated that she would like to defer for a year.

Ms. Stephens moved that the Board of Supervisors **defer** the mobility study improvement for one-year and fix the ponding. Ms. Strickland seconded the motion.

Ms. Stephens suggested working with the apartment complex to put up fencing/signage so that people don't come down over the hill.

Ms. Strickland acknowledged there is major problem there and perhaps take easy steps.

Mr. Thompson suggested adding a flashing beacon.

Ms. Dininni moved that the Board of Supervisors **amend** the motion to defer the mobility study pedestrian island and paving for 2-years. Ms. Strickland seconded the motion.

Ms. Dininni expressed concerns doing the paving projects that would ultimately be ripped up if we go forward with the project.

The amended motion passed 2-2, with Ms. Strickland and Mr. Thompson opposing.

The original motion failed 1-3 with Ms. Dininni, Mr. Thompson, and Ms. Strickland opposing.

Ms. Strickland expressed concerns with removing because of the safety issues.

2. 435.610 Mobility Study Implementation – Pine Grove Mills Mobility Committed Fund

Ms. Strickland moved that the Board of Supervisors **do not** make the transfer for the Pine Grove Mills Mobility Committed Fund. Ms. Dininni seconded the motion. The motion passed unanimously.

3. 435.610 Mobility Study Implementation – Northland Mobility Committed Fund
Ms. Strickland moved that the Board of Supervisors **do not** make the transfer for the Northland Mobility Committed Fund of \$300,000. Ms. Dininni seconded the motion. The motion passed unanimously.

4. 434.372 Streetlight Improvements – Pine Grove Mills Streetlight Project

Ms. Dininni moved that the Board of Supervisors **defer** the Pine Grove Mills Streetlight Project for one year. Mr. Thompson seconded the motion.

Mr. Modricker noted that nothing will change but will cost more in the future.

The motion passed 3-1 with Ms. Dininni opposing.

5. 410.750 Capital Equipment – Police – Electric motorcycle and electronics and accessories for motorcycle

Ms. Dininni moved that the Board of Supervisors **remove** the Electric motorcycle and electronics and accessories for the motorcycle. Ms. Strickland seconded the motion. The motion passed unanimously.

6. 409.760 Building Equipment Committed Fund – Carpet and Painting of the Building

Ms. Stephens moved that the Board of Supervisors **remove** the \$16,000 carpet and reduce the cost of painting the exterior of the Township Building to \$20,000. Mr. Thompson seconded the motion.

Ms. Stephens moved that the Board of Supervisors amend the motion to **remove** the security camera. Ms. Strickland seconded the motion. The motion passed unanimously.

The original motion passed unanimously.

7. 409.750 Capital Equipment – Buildings- New - purchase of lighting fixtures

Mr. Thompson moved that the Board of Supervisors **remove** the \$30,000 for the lighting. Ms. Stephens seconded the motion. The motion passed unanimously.

8. 409.750 Capital Equipment – Buildings- New - Paving

Ms. Strickland moved that the Board of Supervisors **reduce** the paving to \$60,000. Ms. Stephens seconded the motion. The motion passed unanimously.

9. Administration Vehicle

Ms. Stephens moved that the Board of Supervisors **defer** the purchase of the administration vehicle. Mr. Thompson seconded the motion.

Ms. Dininni stated that since there are supply issues, deferring would not be a good idea.

The motion passed 3-1 with Ms. Dininni opposing.

10. 438.245 Supplies and Materials

Ms. Stephens moved that the Board of Supervisors **reduce** the supplies and materials from \$54,000 to \$25,000. Ms. Strickland seconded the motion. The motion passed unanimously.

11. 446.610 Capital Construction - Community Partnership Program

Ms. Martin stated that this would be a good opportunity for community education. Mr. Modricker stated it was a great initiative.

Ms. Strickland noted that she is interested in the process. Mr. Modricker noted this would be a pilot project.

There was no motion made.

12. 446.610 Capital Construction – Johnson Road

Mr. Modricker noted that it is only affecting one person with pre-existing conditions.

Ms. Strickland moved that the Board of Supervisors **defer** Johnson Road for one-year. Ms. Stephens seconded the motion. The motion passed unanimously.

13. 446.114 Stormwater Worker Wages

Ms. Strickland moved that the Board of Supervisors **add** one Stormwater Worker opposed to two workers for one-year. Mr. Thompson seconded the motion. The motion passed 3-1 with Ms. Dininni opposing.

14. 462.540 Land & Housing

Ms. Strickland moved that the Board of Supervisors **change** the land trust from \$25,000 to \$30,000. Ms. Stephens seconded the motion. The motion passed unanimously.

15. 414.114 Planning and Zoning Administrative Staff Salaries – Community and Economic Planner

Ms. Strickland expressed her thoughts and noted that an economic development study be performed on the needs of the township prior to hiring the person. Ms. Strickland suggested delaying the position for a year.

Ms. Strickland moved that the Board of Supervisors **defer** the Economic Community Development Planner Johnson Road for this year. Ms. Stephens seconded the motion.

Ms. Dininni expressed concern with the role of the position and the burden on staff if it is removed. Ms. Dininni noted that if it is removed then the Route 45 Getaways should be cut. Mr. Thompson and Ms. Strickland concurred.

The motion failed 2-2 with Ms. Dininni and Ms. Stephens opposing.

Ms. Martin reported that once this is in the budget it is the discretion of the Manger to move the position forward. Ms. Martin sees the value in the position but probably not until later in 2023.

16. 414.340 Advertising, Printing & Scanning

Ms. Strickland moved that the Board of Supervisors **amend** Advertising, Printing & Scanning amount to \$24,000. Ms. Stephens seconded the motion. The motion passed unanimously.

17. 407.252 Electronic Equipment Maintenance – Microsoft Office/365 Licenses

Ms. Stephens moved that the Board of Supervisors **add** 13 Microsoft Office/365 Licenses and **delete** 13 licenses from the exchange. Mr. Thompson seconded the motion. The motion passed unanimously.

18. 404.310 Solicitor

Ms. Stephens moved that the Board of Supervisors **increase** the legal services from \$35,000 to \$50,000. Mr. Thompson seconded the motion. The motion passed unanimously.

19. 401.371 Staff Recruitment

Ms. Stephens moved that the Board of Supervisors **reduce** the Staff Recruitment amount from \$18,000 to \$10,000. Mr. Thompson seconded the motion. The motion passed unanimously.

20. 401.329 Community Engagement Internship Program

Ms. Stephens moved that the Board of Supervisors **reduce** the Community Engagement Internship Program amount to \$2,500. Mr. Thompson seconded the motion. The motion passed unanimously.

21. 410.750 Non-Capital Equipment – Cell Phone & Service for Each Officer

Ms. Dininni suggested waiting until the new Police Chief is hired.

Ms. Dininni moved that the Board of Supervisors **remove** the Cell Phones & Service for Each Officer for one year. Ms. Stephens seconded the motion. The motion passed unanimously.

22. 410.750 Non-Capital Equipment – Decibel Meter

Ms. Dininni moved that the Board of Supervisors **defer** the Decibel Meter from this year's budget. Ms. Stephens seconded the motion. The motion passed unanimously.

23. Ms. Stephens moved that the Board of Supervisors **remove** the easement money of \$2,500 from Fund 454. Ms. Strickland seconded the motion. The motion passed unanimously.

24. 461.070 Agricultural Easement Purchase

Ms. Dininni moved that the Board of Supervisors **reduce** the amount per acre to \$25. Ms. Stephens seconded the motion. The motion passed unanimously.

25. 402.311 Auditing Services

Mr. Endresen requested to increase the fee for the single audit.

Ms. Stephens moved that the Board of Supervisors **increase** the auditing service fee. Ms. Strickland seconded the motion. The motion passed unanimously.

Ms. Martin stated that the changes from the special budget meetings will be incorporated and brought back to the Board on December 6, 2022, to request to authorize a public hearing for December 13, 2022.

V. ADJOURNMENT

With no further business to come before the Board of Supervisors Special Budget Meeting, Ms. Stephens moved to adjourn the meeting adjourned at 11:28 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Centrice Martin". The signature is fluid and cursive, with the first name "Centrice" written in a larger, more prominent script than the last name "Martin".

Centrice Martin, Township Manager
For the Board of Supervisors

Date approved by the Board: 11-06-2022