

**RYE TOWNSHIP  
SUPERVISORS' BUDGET WORKSHOP MEETING  
October 23, 2013**

**PAGE 1 OF 2**

**PRESENT:** Chairman Robert Lightner, Vice-Chairman Ken Quigley, Supervisor Ron Cree, Daisy Lightner, Secretary/ Treasurer and James Sabo.

The meeting was held at the municipal building and Chairman Lightner called the meeting to order at 7:03 PM.

**CITIZEN PARTICIPATION:** No citizens were in attendance to offer citizen participation.

James Sabo entered the meeting at approximately 7:12 PM.

**BUDGET WORKSHOP:**

The Secretary/Treasurer provided the Board with an updated, balanced budget worksheet and a draft of the Salary Resolution for their review and discussion.

The Board reviewed the proposed General Fund and Solid Waste Budgets and the following items were noted and discussed:

1. Upon review of YTD 2014 budget figures the Board recommended Supervisor Quigley consider proceeding with the Millers Gap Road culvert engineering this year to spread the cost over two years. Two proposals for culvert design were received in response to the RFP request: one from Wilson Consulting Group and one from FPE Engineering. The Board will discuss the RFP's at the October 28<sup>th</sup> board meeting. The Board anticipates the cooperation and assistance of the Pennsylvania Game Commission in acquiring the DEP permit.
2. The Board reviewed and discussed the engineering expense account 01.408.310 and the amount proposed at \$25,000. The Secretary/Treasurer explained that \$11,000 was estimated for bridge engineering expense; \$8-9,000 for Millers Gap Road Culvert engineering and design; with an additional \$7,000 for expenses involved with a culvert relocation at the entrance of Mountain Dale Drive in anticipation of an overlay for this road. This allows extra for any general engineering reviews that may arise throughout the year. The Board was in agreement with the amount proposed.
3. The Board reviewed the proposed Recreation Board account 01.457.540. Unknown mowing expense for the ball field may be realized in 2014 with the disbandment of the Men's VFW ball team. Upon due consideration and current YTD expenditures an additional \$1,000.00 increase to \$8,800.00 was proposed. The Board was in agreement that whomever utilizes the field should mow the field as was the practice in the past. If a team is interested in the field and cannot provide maintenance and mowing, then a fee for use of the field was discussed.
4. The Board reviewed a draft of the proposed 2014 Salary Resolution and directed the Secretary/Treasurer to add this item to the October 28, 2013 meeting agenda.
5. The Secretary/Treasurer noted a slight decrease in the unemployment compensation rate from 10.5% to 8.75% for 2014. Costs will also increase with the increase of the maximum amount from \$8,500 per employee to \$8,750 per employee.

6. No increases are proposed for the commercial or residential trash fees in 2014. The Solid Waste Budget is balanced with the use of \$6,500 in reserve funds that were set aside to assist with increasing trash collection costs to prevent an increase in quarterly trash fees. Delinquent accounts are higher this year. Collection of delinquent accounts was discussed. The Secretary/Treasurer noted she is sending special notices to several residents that have opted for a monthly payment plan. If the residents default on their monthly payment, their trash collection is stopped and collection is pursued through the District Justice by Capital Tax Collection Bureau. The Secretary/Treasurer proceeded with special notices following a seminar held at the PSATS Convention, conducted by an attorney specializing in collections. They recommended additional notices for better collection results of delinquent accounts.  
*The Board would like to talk with Mr. Buffington from Capital Tax Collection Bureau to review policies for collection of delinquent trash collection accounts. The Secretary/Treasurer will contact Mr. Buffington to arrange a meeting.*
7. The 2014 Budget allows for the purchase of a new truck at ~ \$79,000 with the resale of 2000 Ford dump truck with plow at approximately \$15,000 leaving \$64,000. Supervisor Cree is working with Hoffman Ford and Industrial Motor Supply to acquire an accurate quote for the truck, dump body and plow assembly. The Board anticipates ordering the truck this year for delivery and payment next year.
8. The Secretary/Treasurer explained that the 2014 General Fund Budget is balanced with transfers from the Capital Reserve in the amount of \$195,000. These monies offset large line item expenses for the Pine Hill Road Bridge replacement (Rye's 20% obligation), Millers Gap Road culvert replacement, and a 2014 Dump truck with plow purchase. The monies coming in from the Capital Reserve were previously designated for Road projects, Road Equipment Capital Purchase and Bridge monies. The Township is replacing depreciating assets with new assets and not depleting general fund reserves.
9. It was the consensus of the Board to tentatively approve the proposed 2014 Budget and authorize advertisement for public review at the October 28th meeting. No tax increases are proposed. The Secretary/Treasurer indicated she would review the final numbers and add this item to the Board agenda.

**ADJOURNMENT OF THE MEETING:** Supervisor Cree made a motion and Supervisor Quigley seconded to adjourn the budget meeting at 8:40 pm. Motion carried unanimously.

Respectfully submitted,

---

Daisy Lightner, Secretary/Treasurer