

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
October 14, 2020**

A Special Meeting of the Annville Township Board of Commissioners was held starting at 6:00 PM on October 14, 2020 at the Annville Public Works Facility garage, 675 West Main Street, Annville, PA with the following members present: Rex A. Moore, President; Henri B. Lively, Vice President; Nevin R. Hoover; and Anthony C. Perrotto. Also in attendance was Nicholas T. Yingst, Township Administrator and Secretary to the Board of Commissioners.

President Moore called the meeting to order and led those present in the Pledge of Allegiance to the flag of the United States of America.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

President Moore provided an opportunity for public comment and no comments were noted.

REVIEW OF DRAFT BUDGETS: Mr. Yingst presented the following 2021 draft budgets for review and comment by the Board of Commissioners: Sewer Fund, Sewer Capital Fund, Municipal Separate Storm Sewer System (MS4) Fund, General Fund, Capital Reserve Fund, Liquid Fuels (Motor License) Fund, Police Pension Plan, and Non-Uniformed Employees' Pension Plan. Mr. Yingst also presented for review and comment a labor costs spreadsheet that reflected a 2.5% annual increase to police officer salaries and wages per the current collective bargaining agreement (CBA) with the police union and a 2% cost of living increase for all Township employees not covered by the CBA. He noted that, per the CBA, police officers receiving health insurance benefits would see their contribution to the premium increase from 4% in 2020 to 5% in 2021 and the draft budgets also assumed this increase for those employees not covered by the CBA. The Commissioners began by reviewing in detail the Sewer Fund, Sewer Capital Fund, and MS4 Fund budgets, with Mr. Yingst noting these budgets had been reviewed by the Annville Township Authority at its meeting the prior month, and further noting the Sewer Fund draft budget was balanced with no sewer rate increase recommended for the sixth straight year. He also shared the specific changes made to these particular draft budgets over the past few weeks. The Commissioners then continued on to a detailed review of the remaining draft budgets, with Mr. Yingst sharing the specific changes made to them over the past few weeks. It was noted the General Fund draft budget was balanced with no property tax increase or trash fee increase being recommended. In particular, the Commissioners indicated their support for increasing the South Annville Township drop-off facility permit fee by \$5 to \$100 in 2021. They also noted the Police Department was the General Fund department with the highest costs and the Township incurred between \$130,000 and \$150,000 annually in personnel costs for each full-time officer. Further noting this meant the Township was limited in its ability to fund other important projects, it was suggested an alternative way to fund police services may need to be considered in the years to come—such as regionalization, contracted services, or reducing the number of full-time police officers and supplementing with the State Police.

Upon completing the review of the 2021 draft budgets, the only changes made to the information presented were as follows:

- 01/427/451 (Recycling Collection Contract): \$1,500 increase due to disbursing the full amount of the Section 904 Recycling Performance Grant budgeted for 2021 to GFL Environmental per its request earlier in the year that the Township considering contributing towards the increased costs for disposal of recyclable materials. (The Commissioners also

authorized paying the full amount of the Section 904 Recycling Performance Grant received in 2020, or \$3,593, to GFL Environmental.)

- 01/490/000 (Transfer to Other Funds): \$1,500 decrease due to change to 01/427/451
- 31/392/300 (Transfer from General Fund): \$1,500 decrease due to change to 01/490/000

The Commissioners agreed that another Special Meeting to discuss budget matters, which had been tentatively scheduled for October 28, 2020, would not be necessary.

BUDGET ACTIONS

Tentative Adoption of Budget: MOTION by Mr. Perrotto, second by Mr. Hoover to tentatively adopt the 2021 budget as amended and to authorize advertisement of a public notice that the proposed budget is available for public inspection. Motion carried unanimously.

Establish Earned Income Tax, Local Services Tax, and Realty Transfer Tax Rates: MOTION by Mr. Lively, second by President Moore to establish the Earned Income Tax rate at 0.5% for 2021, the Local Services Tax rate at \$52 annually for 2021, and the Realty Transfer Tax rate at 0.5% for 2021 and to authorize advertisement of a public notice indicating same. Motion carried unanimously.

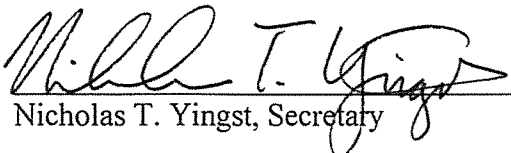
Authorize Tax Levy and Appropriations Ordinance: MOTION by Mr. Hoover, second by Mr. Perrotto to authorize the Township Administrator to prepare an ordinance establishing the Real Estate Tax rate for the year 2021 at 3.84 mills and appropriating specific sums estimated to be required for the specific purposes of the municipal government. Motion carried unanimously.

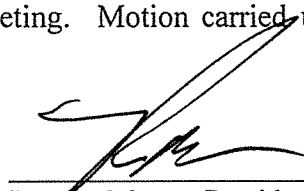
Authorize Budget Hearing: MOTION by Mr. Lively, second by Mr. Perrotto to authorize the advertisement of a Budget Hearing for November 4, 2020 at 6:30 PM. Motion carried unanimously.

OTHER BUSINESS:

Insurance Coverage: Mr. Yingst reported on a meeting that he and Township Commissioner Thomas R. Embich participated in earlier in the week with representatives from Bowman's Insurance Group where quotes were reviewed for various types of Township insurance coverage. He further reported a quote was expected shortly from Strickler Insurance Agency. The Commissioners advised Mr. Yingst to also reach out to Enders Insurance for same.

ADJOURNMENT: There being no further business to come before the Board, MOTION by Mr. Lively, second by Mr. Hoover to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 7:58 PM.


Nicholas T. Yingst, Secretary


Rex A. Moore, President