

**SOLEBURY TOWNSHIP BOARD OF SUPERVISORS  
BUDGET SESSION  
September 2, 2014 – 7:00 P.M.  
Solebury Township Hall**

**MINUTES**

Attendance: James Searing, Chair, Paul Cosdon, Vice-chair, Robert Heath, Jr. and Helen Tai. Edward McGahan, Jr. (arrived at the meeting following approval of the Bills Payable), Dennis H. Carney, Manager, Gretchen K. Rice, Michele Blood, Finance Director and Jonathan J. Reiss, Solicitor.

The meeting was called to order followed by the Pledge of Allegiance.

Approval of Bills Payable – August 28, 2014

**Res. 2014-127 – Upon a motion by Mr. Cosdon, seconded by Mr. Heath, the list of Bills Payable dated August 28, 2014 was unanimously approved as prepared and posted.**

Approval of Minutes – August 19, 2014

Mr. Searing recommended a revision to the announcement regarding Peter Schwalm's resignation as Chair of the Township's EAC. The Board accepted the revision as recommended.

Ms. Tai recommended revisions to pages 2, 4 and 5 to the Minutes with the insertion of additional detail and expanded clarification of the HARB presentation, Old Windy Bush Road discussion and Honey Hollow Road reduction of speed limit. The Board accepted the revisions as recommended.

**Res. 2014-128 – Upon a motion by Ms. Tai, seconded by Mr. McGahan, it was agreed to approve the Minutes of August 19, 2014 as written with revisions as recommended.**

**In Favor: Ms. Tai, Mr. McGahan and Mr. Searing**

**Abstaining: Mr. Cosdon and Mr. Heath due to absence from meeting.**

Announcements

- The Board announced an Executive Session held prior to the meeting regarding legal and personnel issues.
- Mr. Cosdon reminded those present about the book sale to benefit the Free Library of New Hope and Solebury being held at the old New Hope Borough Hall on North Main Street from September 5 to September 14<sup>th</sup>.

OLD BUSINESS

2015-2017 Mowing Bid Award – Bids for mowing and maintenance services were advertised according to legal requirements. Two proposals were received as detailed below. The Administration recommends the contract be awarded to the low bid, Outdoor Décor Services LLC of New Hope, PA.

Bids Received:

Outdoor Décor Services LLC of New Hope, PA	\$1,490
M&M Landscaping LLC of Lansdale, PA	\$1,721

**Res. 2014-129 – Upon a motion by Mr. McGahan, seconded by Mr. Cosdon, it was unanimously agreed to award the 2015-2017 Mowing Contract to Outdoor Décor Services LLC of New Hope, PA.**

NEW BUSINESS

2014 Budget Amendment – The Administration has recommended a Budget Amendment as follows:

- Increase General Fund revenues by \$288,000 and increase expenses by \$187,000; the net result a \$101,000 increase to the Fund balance.
- Increase Natural Resource expenses by \$2,000 thereby decreasing the Fund balance by the same amount.
- Increase Roads & Bridges expenses by \$116,000 thereby decreasing the Fund balance by the same amount.
- Increase Park Capital expenses by \$4,000 thereby decreasing the Fund balance by the same amount.

In response to questions from Ms. Tai, Mr. Carney explained as follows:

- The \$80,000 grant revenue anticipated for reimbursement of expenses involved with the Township's update to ACT 537 remains questionable at this time. The state has limited funds and while the Administration remains hopeful that it will receive the funds, there is no guarantee so the projected revenue for the end of 2014 has been reduced by that amount.
- End of year expenses have been increased to cover color print for some of the Township newsletter issues when appropriate. Positive feedback has been received from Township residents when color has been used.
- End of year expenditures for Planning Services has been substantially increased due to additional expenses associated with the updated Comprehensive Plan.
- The \$4,000 expenditure identified for Engineering Services at Solebury Park (former Roeser property) resulted from the Board's earlier request to determine the feasibility of providing additional active recreation fields at this site.

**Res. 2014-130 – Upon a motion Mr. Heath, seconded by Mr. McGahan, it was unanimously agreed to approve the 2014 Budget Amendment recommended by the Township Administration as follows:**

- **Increase General Fund revenues by \$288,000 and increase expenses by \$187,000; the net result a \$101,000 increase to the Fund balance.**

- **Increase Natural Resource expenses by \$2,000 thereby decreasing the Fund balance by the same amount.**

- **Increase Roads & Bridges expenses by \$116,000 thereby decreasing the Fund balance by the same amount.**

- **Increase Park Capital expenses by \$4,000 thereby decreasing the Fund balance by the same amount.**

#### BUDGET DEPARTMENT PRESENTATIONS

Police Department – Chief Bellizzie addressed the Board regarding his proposed 2015 budget projections. Expenses included a slight increase in training/education and traffic enforcement in response to resident complaints about speeding in areas of the Township.

The Chief noted a decrease in capital equipment for the Department due to the fact that the Township has already secured and paid \$150,000 for the new radios.

The proposed capital expenses continue to reflect the Department's policy of replacing the two oldest police vehicles on an annual basis.

The proposed number also reflects purchase of a new message board and replacement of outdated laptops and Department computers.

In response to a question from Mr. Searing, the Chief stated that he anticipated completing the Department's accreditation process by the end of 2015.

Chief Bellizzie stated that he is comfortable that the Department can function properly and provide the level of service the residents of Solebury expect with the numbers proposed.

Parks & Recreation Department – Dudley Rice, P&R Director addressed the Board regarding the P&R proposed 2015 budget projections.

Starting with the capital budget items, funds are proposed toward the protection and repair of the Ingham Spring Park infrastructure, specifically the structure known as the "Judy House", including replacement of copper fixtures that had been previously stolen, replacement of the heater, replacement of windows and repairs to the kitchen cabinets and countertops.

Mr. Cosdon suggested that upgrades to the kitchen might wait until the ultimate use of the kitchen is determined as part of a Master Plan for the park that will be undertaken in the future.

Capital projects at Laurel Park and Pat Livezey Park include replacement of the roof on the buildings which are at least 18 years old. At Pat Livezey Park, new insulation and new doors for security are included.

Trail Grants totaling \$1,685,000, of which \$980,000 has been approved are also included to complete that section of the Solebury Trail from Canal Park heading south along River Road and connecting to the existing trail segment that runs under the PECO power line along the school district property to the intersection of Sugan and 202.

An Interfund Transfer from General Fund of \$105,000, which includes \$85,000 representing the Township's matching funds for the trail grants, is also included.

Under the operating fund, projected expenses include printing costs for the trail map and planning for a community day both approved by the Board of Supervisors in the Short Term Goals of the P&R Master Plan update. Additional funds for mowing and maintenance of the Ingham Spring Park and the Lumberville site are also included for 2015.

Mr. Rice has been in discussion with the NHS school district for possibly being able to utilize some area of the Lower Elementary School two nights a week for meetings, etc., on a trial basis toward helping to determine whether there is a need for such a facility in the Township. The proposed budget figures include a slight increase under public events to cover associated expenses.

The Board commented on possibly letting the Lumberville Site convert to a meadow and mowing a path only at Ingham Spring Park.

Mr. Rice stated that his revenue projections for summer camp and public events are conservative, noting that he prefers to see a two to three year trend before increasing projected revenues rather than basing projections on one year numbers.

In response to a question from Ms. Tai, Mr. Rice stated that all programs, including baseball, basketball, wrestling and soccer are self-funding programs with all expenses being covered by the specific organization's registration fees. In addition, soccer and baseball each contribute \$6,000 per year toward expenses and each organization also directly pays out of their own funds additional money for maintenance expenses associated with the playing fields. Football is charged a separate fee based on field usage which amounted to \$1,800 in 2014. New Hope Borough, under a previous Agreement, contributes \$1,500 to the Township annually.

The Board asked about the percentage of New Hope Borough children involved with the Township sports organizations. Mr. Rice briefly reviewed the percentages previously provided to the Board.

Mr. Cosdon opined that New Hope Borough is not paying its fair share and the \$1,500 should be doubled. Ms. Tai agreed that it would appear that Solebury is subsidizing the Borough. Mr. McGahan stated that based on percentages and per capita, New Hope Borough should be paying thousands more.

The Township Manager informed the Board that he has had conversations with the Borough Manager and those talks are on-going. Ms. Tai suggested that the Board members reach out individually to Borough Council members about this issue.

Ms. Tai asked how the Township's fees charged to sports organizations compare to other municipalities. Mr. Rice responded that he would forward the most recent study conducted by the Bucks County Park & Recreation Council to the Board.

Mr. Rice closed his presentation by stating that while Solebury Parks and Recreation may be small in size compared to most others in Pennsylvania, Solebury's Parks and Recreation consistently offers high quality programming as evidenced by the numerous state awards the P&R Department has received.

Public Comment – No public comment was offered.

Adjournment

**Res. 2014-131 – Upon a motion by Mr. McGahan, seconded by Ms. Tai, the meeting was adjourned at 8:30 p.m.**

Respectfully submitted  
Gretchen K. Rice  
Assistant Manager  
Secretary/Treasurer