

**HARMAR TOWNSHIP  
BOARD OF SUPERVISORS  
2015 BUDGET PREPARATION MEETING  
THURSDAY, November 6, 2014  
HARMAR TOWNSHIP MUNICIPAL BUILDING**

**PRESENT**

Patricia Janoski	Chairperson
Jerry Chalmers	Supervisor
Bob Exler	Supervisor
Linda Slomer	Supervisor
Dr. Donna Piper	Secretary/Treasurer

**CALL MEETING TO ORDER**

The Chair called the Meeting of November 6, 2014 to order at 4:55 p.m. as legally advertised. The Pledge of Allegiance was recited.

**Comprehensive Benefits**

Dr. Piper explained the series of events that have taken place in researching and pricing group benefits for the Township's employees; which included an all employee benefits presentation meeting and ballot voting. The preliminary calculations for costs associated to health, dental, vision, disability and life insurance coverages was presented to the Board with an approximate \$35,852.28 savings compared to the costs budgeted in 2014. Mr. Chalmers expressed that \$35k is a nice savings. In addition to saving money, the health insurance change from a Highmark Plan to a UPMC Plan is something the Township's employees desire. There were no objections.

**Roads Department Equipment Needs**

Dr. Piper presented costs associated to repairs to the backhoe \$13,446.98 and Truck #5 (\$12,686.61) over the past three years. Estimates obtained by Mike Ziencik for a trade and purchase of a backhoe and the trade and purchase of a Ford F650 were then presented. Dr. Piper explained that the backhoe currently in use is the only piece of equipment owned by the Township that can load the salt trucks and it is imperative that this piece of equipment be replaced. Dr. Piper also mentioned that this equipment can be purchased through various funding streams to include the General Fund, the Capital Fund, the Liquid Fuels Fund, and the Sewer Revenue Fund. There were no objections.

**Security Access Upgrades**

Dr. Piper presented an estimate from Access Systems Lock and Security for upgrades to the business office security system to include the exterior read door (entrance to the Codes Office), the Bookkeeper Office door and the Treasurer's Office door in the amount of \$4395. The Board's discussion leaned toward making the upgrades to the exterior door and the Treasurer's Office door in the amount of \$2930.

**Traffic Signals - Adaptive Timing System**

Dr. Piper presented the concept of an Adaptive Timing System for Traffic Signals and stated that the Harmar commercial district would be a good candidate for the use of the advanced technology traffic signal system. Dr. Piper further explained the various grants that could be pursued and suggested that the Board begin by submitting a funding assistance request to SPC in June of 2015

for a Traffic Signal Study for the Adaptive Timing System. The SPC Grant Program has an 80/20 match requirement. Dr. Piper will need to contact the Township's Traffic Consultant to obtain an approximate cost to budget for 20% of a Traffic Signal Study. There were no objections.

#### Municipal Building Generator

Mr. Chalmers suggested that the Board look into replacing the interior located generator in the Municipal Building with an exterior unit. Dr. Piper was directed to obtain estimates on an appropriately sized exterior replacement unit.

#### Utility Bill Analysis

Dr. Piper presented the concept behind having a Utility Bill Analysis completed by the SEDA Council of Governments. The estimated project cost is \$3k-\$4k. It was decided to budget for the project in case the Board felt strongly about having the Analysis completed.

#### Vehicle Replacements in the Police Department

Dr. Piper explained that the Township should be budgeting monies to be put into the Capital Fund as reserved/designated for the continuing replacement of police vehicles. There were no objections.

#### Community Development Block Grant Projects – Year 41

There was a discussion about the various CD 41 projects that will be implemented in 2015 and the match monies required.

#### Playground Equipment

Mr. Chalmers suggested that the Board look into preparing a Plan for the replacement of playground equipment in the Township's parks. There were no objections.

#### Capital Fund Budget

Dr. Piper suggested that the Board develop a budget for the monies – or some of the monies contained within the Capital Fund and suggested that policies be established for expenditures in that Fund. There were no objections.

#### Budget Worksheets

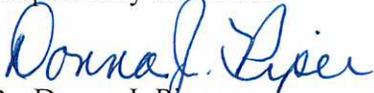
A rough draft of the budget was provided to the Board for their review and input. The draft was not a balanced budget (revenues vs. expenditures) but was provided as a basis for review and input at the next budget meeting scheduled at 5:00 pm on Thursday, November 20, 2014. The Board agreed to review the budget numbers and proposed.

#### Employee Wage Increases

Dr. Piper explained that lines 01-405-140 and 01-405-145 on page 2 of the Expenditures Worksheets represent a 3% increase and line 01-405-130 will remain the same as budgeted in 2014. There were no objections.

Ms. Janoski adjourned the meeting at 5:55 pm.

Respectfully submitted



Dr. Donna J. Piper  
Secretary/Treasurer