

**Watsonstown Borough
Budget Workshop
November 10, 2015**

OPENING: Watsonstown Borough held its first Budget Workshop on Tuesday, November 10, 2015 in Council Chambers. The meeting started at 6:30 pm.

MEMBERS PRESENT: President Harriet Miller, Vice President Ralph Young, Janet Rump, Dan Folk, Chief Witherite, Secretary/Treasurer Brendi Brooke and Consultant Chuck Beck, Jr. and Harry Hefty arrived late.

Jack Marshall and Mayor David Hontz were absent.

OTHERS PRESENT: Dennis Confer of the Sesquicentennial Committee, Ken Hollenbach, Cindy Crozier, Hal Crozier and Joshua Fogelman.

CHUCK BECK: As an effort to assist Watsonstown Borough with the budget process, Chuck Beck led the meeting. He previously asked each department, and committee to bring their “2016 requested expenditures”. He has also requested that “justification” be brought with those expenditures. This first meeting will be an “educate/update” session.

BOROUGH MANAGER: Dan Folk made a motion, seconded by Janet Rump to extend the search for a Borough Manager. This search is to include Career Link, Indeed.com, PSAB, State College and Berwick newspapers. A roll call vote was taken as follows:

Miller	- yes	Young	- yes
Rump	- yes	Folk	- yes

All present in favor. Motion carried

POLICE DEPARTMENT: Chuck Beck and Chief Witherite discussed extensively and openly about the costs and needs of the police department. Chief Witherite said uniforms were so over budget because the department hired 7 people in 2015. It was discussed that they may want to have an equipment list in writing to tie into the proposed purchasing policy that would include the following:

- 2 pair of pants
- 2 shirts
- 1 coat
- 1 bullet proof vest

Chief Witherite said he'd like to see the police vehicles replace every 3 years. He'd also like to have 5 full-time officers and 5 part-time officers in his department. He hopes Council will consider hiring Ashley Porschet as a part-time officer in 2016 plus 1 other person. Other matters and issues were discussed regarding the police department. It was decided that \$1,200.00 would remain in the budget for the Auxiliary Police. Chief Witherite also asked for \$8,000.00 in vehicle maintenance

**PUBLIC
WORKS
DEPARTMENT:**

Greg Brouse spoke on behalf of the Public Works Department. He asked for replacement of the 855 tractor. He mentioned getting rid of the skid loader possibly trading it in; he said it doesn't have 2 speeds and has no high flow capabilities. It is a Deerfield and only has 83 hours on it. He'd like to possibly have a larger tractor – 1 ton.

A lengthy discussion took place regarding a salt storage shed. When asked, Greg said all Borough equipment is currently under roof except the transformers. The public works department would like another full-time laborer hired. Chuck asked to spend time with Greg, Greg agreed. They would also like to replace the 2000 Chevy Pick-up.

**NEW PHONE
SYSTEM:**

Brendi mentioned a quote from Contrast Communications for \$6,453.00 (including installation) plus \$1,500.00 per year for a service agreement. This system would replace all phone in the Borough Building, police department and the garage.

GENERATORS:

The generators for the borough Building and Borough garage were discussed. We are still waiting on numbers from contractors.

**BUILDING
RENOVATIONS:**

Windows, an emergency exit from Council Chambers and possible building improvements, updates and renovations were discussed.

**PROFESSIONAL
LIABILITY
INSURANCE
PREMIUMS:**

A lengthy discussion took place regarding the Borough's professional liability insurance premiums, as its current coverage is being cancelled by Selective Insurance Company. The reason for its cancellation was broadly discussed. The following coverages and annual premiums are options:

- 2 million dollars - \$10,124.00
- 3 million dollars - \$12,798.00
- 4 million dollars - \$15,054.00

A motion was made by Dan Folk, seconded by Ralph Young, to elect 4 million dollars in professional liability insurance coverage at a premium of \$15,054.00 annually. A roll call vote was taken as follows:

Miller - yes Young - yes

Rump - yes Folk - yes

All present in favor. Motion carried.

UPCOMING MEETINGS:

Council agreed to change the December 1st Committee Meeting to November 23rd. Brendi is to advertise the change. November 19th and November 25th were also mentioned as upcoming Budget Workshops. There will be a Council Meeting on December 7th, a Committee Meeting on December 21st and the Re-Organizational Meeting on January 4, 2016.

ALLEGHENY ELECTRIC – ST. LAWRENCE CONTRACT:

A motion was made by Harry Hefty, seconded by Janet Rump to approve the Allegheny Electric – St. Lawrence Contract. A recommendation to approve also came from James Havrilla, the Borough’s Electric Engineer. A roll call vote was taken as follows:

Miller - yes Young - yes
Rump - yes Folk - yes
Hefty - yes

All in favor. Motion carried.

2016 SOLVENCY FEE:

Council made a decision not to pay the 2016 Solvency Fee of \$1,525.41. The Solvency Fee is regarding our PA Unemployment Compensation.

POLICE AGREEMENT - DISTRICT ATTORNEY:

Harry Hefty made a motion, seconded by Dan Folk to accept the police agreement with the District Attorney’s Office. A roll call vote was taken as follows:

Miller - yes Young - yes
Rump - yes Folk - yes
Hefty - yes

All in favor. Motion carried.

NABCO:

Harry Hefty made a motion, seconded by Ralph Young, not to renew the Borough’s NABCO Insurance (Police – killed in the line of service benefit). Per Terry Kennedy of RJ Hall and Chuck Beck, this benefit is covered through the State of Pennsylvania. A roll call vote was taken as follows:

Miller - yes Young - yes
Rump - yes Folk - yes
Hefty - yes

All in favor. Motion carried.

**MePUSH -
INVOICE:**

A motion was made by Harry Hefty, seconded by Ralph Young, to pay Invoice #925538, in the amount of \$2,124.50. The invoice was part of the upgrades and renovations to the police department. A roll call vote was taken as follows:

Miller	- yes	Young	- yes
Rump	- yes	Folk	- yes
Hefty	- yes		

All in favor. Motion carried.

ADJOURN:

There being no further business to come before Council, the Budget Workshop adjourned at 9:20 PM.

Respectfully submitted,

Brendi L. Brooke
Secretary/Treasurer