

**BOARD OF SUPERVISORS
MEETING MINUTES
October 22, 2012**

A Work Session Meeting of the New Britain Township Board of Supervisors was held on Monday, October 22, 2012 at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair William B. Jones, Members John A. Bodden, Robert V. Cotton and Helen B. Haun. Vice Chair A. James Scanzillo was absent. Also present were Township Manager Eileen M. Bradley, Township Solicitor John Rice and Township Engineer Erik Garton.

1. Call to Order: Mr. Jones called the Meeting to order.

2. Pledge of Allegiance: Mr. Jones led the Board and audience in the Pledge of Allegiance.

3. Announcements: Mr. Jones announced that the Board had met in Executive Session after the regular meeting of October 15 to discuss litigation issues. Prior to this Work Session, the Board met at 8:30 to discuss personnel issues.

4. Public Comment: There was no public comment at this time.

5. Approval of Minutes

5.1. Minutes from October 15, 2012 Board of Supervisors' Regular Meeting:

MOTION: A motion was made by Mr. Cotton, seconded by Mrs. Haun, and unanimously carried, to approve the October 15, 2012 Minutes as written.

6. Departmental Reports: There were no Departmental Reports at this time.

7. Consideration of Old Business: There was no Old Business at this time.

8. Consideration of New Business:

8.1. NWWA Easements on Township Property: Mr. Rice stated that North Wales Water Authority was planning a waterline expansion project that would run along Railroad Avenue and Schoolhouse Road in New Britain Township. The Authority would need to acquire three easements on Township-owned property and one easement through the Conservation Easement on the Szablewsky property on Railroad Avenue. Mr. Rice recommended that the Engineers review the easements prior to finalizing them.

MOTION: A motion was made by Mr. Bodden, seconded by Mr. Cotton, and unanimously carried, to approve the NWWA easements, subject to acceptance of easements by staff.

9. Consent Agenda: There were no Consent Agenda items at this time.

10. Board of Supervisors Comments: Mr. Cotton stated that he had attended the final PADOT inspection of the Route 202 Parkway held on October 18, 2012. The Parkway would open in December 2012. The Pickertown Bridge, also known as the Robert V. Cotton Bridge, was scheduled to open today.

11. Township Administration Comments:

11.1. Budget 2013 Discussion: Ms. Bradley presented the first draft of a 2013 Budget. The budget reflected that millage rates were consistent with 2012 rates and reflected no millage increases. Fund balances and 2012 actual figures would

continue to be monitored through mid-November. Budget expenditures reflected all departmental requests, with no cuts at this time.

Mr. Jones believed that earned income tax (EIT) revenue could be increased another \$100,000. Ms. Bradley stated she was waiting for additional estimates from Berkheimer and would have a new EIT figure for the next meeting.

Mr. Jones asked if excess transfer tax and EIT revenue earned in 2012 should be placed in the General Reserve Fund. Mr. Bodden stated that he would like to see the General Reserve be around \$500,000.00. Ms. Bradley stated that transfer tax was over-budget already for the year and EIT was trending up. By January, the Township would have final numbers and the Board could decide what amount could be transferred.

A discussion was held in regards to Police Departmental operational and capital requests. Some requests were removed for 2013 and would be revisited for the 2014 budget.

Mr. Jones suggested removing 0.5 mils from Capital Infrastructure and adding 0.25 mils to Park and Recreation Operating Fund and 0.25 mils to Public Works Debt Service Fund. While work continues on planning and design of the New Galena Road Bridge project, a loan would not be needed for at least half of 2013. The additional millage in Park and Recreation would offset climbing park operating expenses. Additional millage in the Public Works Debt Fund would relieve a portion of that debt service paid from Park and Recreation Capital.

Mr. Jones asked the staff to make the discussed changes and to review the Budget again prior to the November 5, 2012 Meeting, where the Board would like to adopt a Preliminary Budget.

12. Solicitor and Engineer Comments: Mr. Rice reported that the developer of the Wordsworth would be filing a sketch plan and a revised stipulation by Friday.

13. Other Business: There was no Other Business.

14. Public Comment: There was no Public Comment.

15. Payment of Bills: There were no bills to be paid at this time.

16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mr. Bodden, seconded by Mr. Cotton, and unanimously carried, to adjourn the meeting at 10:30 a.m.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

William B. Jones, Chair

A. James Scanzillo, Vice Chair

Robert V. Cotton, Member

John A. Bodden, Member

Helen B. Haun, Member

Attest: _____
Eileen M. Bradley
Secretary/Manager