

NEWVILLE BOROUGH COUNCIL
Budget Work Session
OCTOBER 16, 2018 at 7:00PM

A budget work session of the Newville Borough Council was held on October 16, 2018 at 7:00PM in the Newville Borough Office, 4 West Street, Newville, Pennsylvania. The meeting was called to order by Vice Chairman Robert Over. The invocation was offered by Councilman Clarence Fry, followed by the Pledge of Allegiance. On roll call, the following members were present: Joey Diehl, Clarence Fry, Kristina Keebaugh and Robert Over. Russell Gould was absent due to an illness. Bradlee Rickabaugh was absent. Also present was Mayor Randy Finkey.

2019 Budget Request: An appeal letter from the John Graham Library seeking additional funding assistance due to the planned expansion of the library in 2019 was discussed. Members decided to continue with a \$500 contribution for 2019.

The annual contribution to the Big Spring Senior Center was discussed. Borough council representative to the BSSC Clarence Fry outlined the many programs and services offered by the center. It was noted Newville Borough, North Newton Township and West Pennsboro Township are the sponsors of the center. An annual grant from the Cumberland County Office of Aging helps to support the senior center. Members agreed to increase the 2019 contribution from \$500 to \$1,000.

A letter received from Irwin & McKnight, PC indicates that the 2019 legal services fees shall be \$150 per hour for Borough Solicitor Marcus McKnight, and \$110 per hour for planning commission solicitor Matthew McKnight. Members noted that the 2018 budget shows that legal fees are well within the budget for the current year.

2019 Budget Concerns:

- **Police Department Staffing:** The budget provides for the salary of a Chief of Police, three full time police officers and one part time police officer. The part time officer also serves as the code enforcement officer. The 2019 budget has been increased to provide for these salaries.
- **Purchase of a Police Dog:** Mayor Finkey reported it would be the preference of the department to have a drug and tracking dog. A fund-raising program is underway. The proceeds of the 2019 Police Calendar Program will be donated to the purchase of a police dog. The additional liability insurance for the police dog will cost \$500 according to Brown and Brown Insurance. The total estimated cost of purchasing and equipping a police dog is \$18,000. The 2019 budget provides for \$6,000 towards the purchase and equipment costs.
- **Public Improvement Projects:** The Borough of Newville has received a \$75,000 Community Development Block Grant to fund improvements to West Street including storm drainage, curbing, handicapped accessible ramps and resurfacing. The project is in the design stage and is schedule for bid in January of 2019. The borough has applied for an additional CDBG grant in the amount of \$85,000 to acquire and demolish a property on High Street to provide off-street parking.
- **Lease Purchase of a Skid Loader:** After reviewing the expenditures for the rental of this equipment in 2018, Borough Council determined a five-year lease/purchase option would be in the best interest of the borough. The equipment will be purchased with a high capacity bucket and a snow plow attachment. The borough

has a sweeper attachment for the machine. It was decided to seek proposals from local dealers to purchase the equipment using Highway Aid Funds, through the COSTARS program. A five-year lease/purchase option was agreed upon.

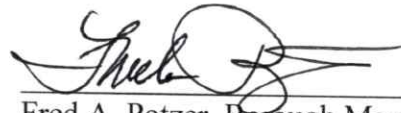
- **Detention Basin Improvements at Newville Community Park:** A recent meeting with Big Spring School District officials and representatives of North Newton Township evidenced strong intergovernmental support to improve the retention basin and headwall to eliminate flooding of the elementary school access road and the community park. The project will be funded in 2019. Construction will begin in the spring. The 2019 borough mowing contract will be eliminated. The funds expended for mowing will now be allocated to storm drainage improvements on an annual basis. Public Works is scheduled to receive a new tractor in 2019 as part of the capital improvement budget. Public Works will assume mowing responsibilities for the borough properties beginning in 2019.
- **Administrative Staff:** Council would like provide additional administrative hours in 2019. It was noted there are time periods where Mrs. Piper may be able to increase her hours to assist the borough. Council agreed to consult with Mrs. Piper regarding additional hours and to fund up to 16 additional hours a week of administrative time.
- **Tax Structure:** The members noted that the fund balance projected for 2019 is less than \$10,000. Members agreed that a ¼ mill tax increase from time to time is needed to maintain the solvency of the borough. Additional services and improvements are planned for 2019. Council directed that the 2019 budget be amended to include a ¼ mill tax increase for the General Fund.

Executive Session: The Borough Council adjourned to Executive Session at 8:30PM to discuss a Civil Service related matter regarding personnel. Mr. Over announced that there would be no vote to follow the Executive Session. Council returned to regular session at 9:15PM.

Adjournment: With no further business to come before the Newville Borough Council, the meeting was adjourned at 9:15PM on a motion of Mr. Fry, seconded by Mrs. Diehl. All were in favor. Motion was passed with four (4) affirmative and zero (0) negative votes.

The next meeting of the Newville Borough Council will be held on October 31, 2018 at 7:00PM.

Minutes recorded by:



Fred A. Potzer, Borough Manager/Secretary