

November 6, 2014
6:00 PM

The Monroe Township Board of Supervisors budget workshop was called to order by Chairman Kehoe.

ATTENDANCE

Phil Kehoe, Chairman
A.W. Castle, Vice-Chairman
Sam Simmons, Supervisor

Marjorie Metzger, Admin. Asst.
Dennis Nailor, Roadmaster

Mr. Kehoe asked if money can be taken out of a reserve fund and put back in the General Fund, if that is where the money originally was transferred from, and Mrs. Metzger's response was yes that can be done.

RECREATION

There is some recreation money that needs to be spent in 2015. The Board agreed to get prices on new playground equipment for the playground at the township pavilion. This playground is used the most. The Recreation Board and Monroe School PTO will be asked for input and ideas that should be submitted by January 2015.

The new parking lot to be installed at the Parkview land will be gravel, not paved. The driveway entrance will have to be paved, as well as the handicapped parking area. The new walking path will be oil & chipped.

If an inspection is needed for the playground equipment we currently have. There is an individual at South Middleton Township that may be able to assist us with this service.

The Monroe Acres basketball court needs some attention. Before planning any work, the property line must be determined because there are some trees roots impeding on the court area.

The Board asked for an informal survey to be put in the January newsletter to find out what park area the residents use now, as well as what they would like to see added or improved.

CONTRIBUTIONS

The Board agreed to the following adjustments to donations to various organizations:

	<u>2015</u>	<u>2014</u>
Yellow Breeches EMS	\$ 5,000	\$5,500

West Shore EMS	6,500	8,000
Dillsburg EMS	4,000	4,500
Meals on Wheels	250	125

MS4 – CERTIFIED MUNICIPAL INSPECTOR

The Board agreed to pay \$824 for an on-line webinar for MS4 – Certified Municipal Inspector on December 1-4, 2014. Greg Hertzler will take the four day, four hours a day course, and must successfully complete a test. The certification will then be good for five years. Lee Leinaweaver will observe the course.

FIRE COMPANY

Building Projects

An alarm system is needed. Can it be tied into the existing system that is located in the township building? Estimates have been provided.

The front doors need to be repaired or replaced. Estimates will be provided once contractors submit them. There is the question as to whether the doors must be upgraded for ADA compliance.

Mr. Kehoe suggested setting money aside to replace the HVAC roof unit when it expires (NOTE: expected life 20 years, current use 29 years). Estimates should also be provided on this work.

Painting the building should be considered and added to the list of projects for the future.

Paid Driver

Mr. Kehoe said Cumberland County Emergency Operations provided data on calls over the past several years to either help justify the need or to determine what direction to go. Greg Hertzler reviewed the information and provided a summary. There were a lot of medical assist calls. Mr. Kehoe questioned if just a driver getting the equipment there really helps for medical assist calls. There was an explanation of how Monroe responds, whether it is 2nd or 3rd due. They respond right away for cardiac calls within Monroe Township.

Mark Farrell said it could be any type of call any time of day. The issue could get worse. With a paid driver, we start with one person responding to a call and add volunteer responders from there. He questioned whether the information provided by Greg was correct, and questioned how the types of calls were determined because the summary does not seem to align with the fire company's logs. Responding to non-medical calls inside or outside the township

doesn't matter because Mutual aid between fire companies have to support each other. It is give and take in order for mutual aid to work. We need to be pro-active with the volunteer shortages in order to maintain coverage. Other townships are looking at paid drivers too.

Mr. Kehoe questioned when a medical call is dispatched, do you know what type it is? Does the personnel go to the firehouse to take the equipment, or do they respond from home and go to the scene? Dave Heckert said personnel responds to the fire station to get the unit out, which for medical assist is the mini pumper because of the equipment it has. Chief's take their own vehicles because they are equipped.

Mr. Farrell said all structure calls have the potential to be more. Smoke in a building, or a furnace malfunction, or others could turn into a structure fire. They run several structure calls per week. A working fire is different, but all have the potential to become working fires.

Mr. Heckert said Monroe is running 1st alarm in the entire township of Upper Allen, and they are running 1st alarm in most of Silver Spring Township. Everyone is suffering from this. The box alarm of who responds and where is set up by each fire company. All areas need to be covered.

Mr. Kehoe questioned if there is any discussion on sharing drivers with someone else, philosophically and geographically. Mr. Heckert said if two companies are close to each other, then both have the same shortage issue.

Mr. Kehoe questioned the employee situation. He thinks anything over 30 hours would require health insurance because of the ACA.. This is a big thing if it's true.

Mr. Farrell said they are trying to be realistic. Other companies are looking at paid drivers. How do you fill a need without hiring a full time person? How do you get the most coverage? We are trying to mimic what others are doing.

Mr. Kehoe asked who defines what is needed to operate a piece of equipment as a part time driver. Dave Heckert said each individual department determines the requirements and qualifications.

Mr. Kehoe asked if there is someone in mind for the paid driver position. Mr. Heckert said it would not be one person. South Middleton and North Middleton have part time guys that do a schedule a month out. You sign up when you are available. There may be 6-10 guys on the roster.

Mr. Castle said a lot of thought has to go into this. Is a part time driver really needed? Mr. Heckert said absolutely. It has been in his five year report. We are there. We wouldn't be here if we didn't need it. Many times he is driving alone or with one guy. He can't do his job as incident command when he is the pump operator.

Mr. Castle asked what a part time driver gets paid. Mr. Farrell said \$9-\$12 an hour. People come from the 911 Center or they are EMS people. This is extra cash for them. The driver is the employee of the fire company, not the township.

Mr. Kehoe asked if any active members of Monroe Fire Company would be signed up to do this part time driving? Mr. Heckert said no. One of the first requirements when you start paying is CDL requirement. Mr. Farrell said the paid driver would supplement a need. It is not to give someone from the volunteer staff a job.

Mr. Kehoe mentioned the revised budget asks for \$25,000 for coverage from 7 AM – 5 PM, Monday through Friday at \$9 / hour. Payroll taxes would have to be added.

Mr. Simmons asked if a paid driver is just a band aid. Membership is dropping like flies. If you are not bringing new people in, then you will need another paid driver. Should we start looking to team up with another fire company? Mr. Farrell said it definitely a concern. Everyone around us is doing this. He doesn't know who they could partner with. South Middleton and Mount Holly already went together. Everyone around us is struggling. Silver Spring is asking for a budget increase for the same thing.

Brad Robertson mentioned Upper Allen gives their fire company \$6,000 - \$10,000 for training and gives gas cards to help recruit. They haven't gained anything but to retain the ones they have. Mr. Farrell said he attended the recruitment webinar provided by PSATS. Everyone is facing the same challenges. There was nothing new to suggest. Mr. Heckert said Monroe has taken on a couple new people over the last couple months, but there are still only 10-12 active members, not counting fire police.

Heath Swab mentioned he is the last home grown firefighter. He spent a year getting trained. He has been with the Company five years and still is not 100%, but goes on calls by himself.

Mr. Kehoe asked if this driver request is done, how does it fit into the Fire Tax budget. The fire company has been open and professional in bringing this forward, but this is not covered with the fire tax. He thinks it can only come at cutting other operational expenses or short paying the accrual that's done for future equipment purchases. This is not sustainable and risks creating other financial problems in the future.

Mr. Simmons said the purchasing new fire equipment has to settle down. Buying something new every 6-8 years has to stop. It is nice to have it, but there is no one to run it. Something has to be worked out in the budget to replace equipment at a slower pace. He doesn't know about going with a paid driver.

Mr. Kehoe asked if we try it for a year somehow without adjusting the fire tax. See how the call volume, operational readiness, and public perception flow in 2015. Our township is the

benefactor of the flexible work schedules of our volunteer firefighters. Are we taking advantage of these few because of their availability?

Mr. Farrell said when the initial fire tax was set up, we looked at a 10 year replacement of equipment. The current budget looks at a 12 year plan, at \$51,000 a year. That was reduced from \$70,000. Mr. Farrell suggested using the money in the Township Fire Equipment Fund to try it for a year.

Mr. Kehoe said he can see both sides. He is against raising taxes. But there is handful of people busting their butts to keep something together. It is not fair. How do we have a paid driver without touching the Fire Tax?

Donna March mentioned the workers compensation coverage and fire tax commission also come out of the Fire Tax Fund which was not part of the original design when the original budget for the fire tax was designed..

Mr. Castle suggested putting an article in the next newsletter, asking the residents if they want the fire company to exist, and if they would support a fire tax increase. Would that help us to understand? When he originally ran for the office of Supervisor, he was told not to mess with the fire company or the highway department.

Dave Heckert said we are fighting for money to continue to provide the service as volunteers. We can all find better things to do with our time. Do you want a fire company?

The discussion concerning the fire company was concluded at this time.

CAPITAL PROJECTS

Mr. Kehoe was in touch with Allied Roofing who said their roof consultant could do a full investigation of the township office roof which continues to leak and provide a report of their findings and recommendations for no more than \$500. The Board agreed to have this done.

The Board agreed to have one surveillance camera placed in the office. The Road crew will attempt to install it.

Mr. Kehoe said he spoke to Ron Adams who runs Mechanicsburg Borough's compost program. He said Mechanicsburg may be able to work with Monroe Township in another year on some type of mulching/composting program that the residents of Monroe could participate in. Mr. Kehoe and Mr. Adams agreed to discuss this next October.

The Board agreed to spend \$2,000 to replace some of the broken chairs and tables for the rental hall. They want the plastic/resin type that are very lightweight.

The Board agreed to get two garage doors repaired on the back building.

The Board approved the purchase of the AED unit, as proposed.

The Board approved the purchase of three office chairs.

Mr. Kehoe mentioned there was a meeting with Frank Leber, our bond counsel and Mr. Simmons and our Solicitor. Mr. Leber advised the franchise fees can be put in a separate fund created for a special purpose, with particular wording that would allow this money to be used for any project within the township including sewer projects. Mr. Pykosh will report on this at the next meeting so the Board can authorize the process to begin to set up a separate account.

Mr. Simmons suggested setting aside a little extra money from the recreation fund to be used toward senior day and the fall festival.

Mr. Kehoe said he located the Comcast proposal for the phone lines, which would save a substantial amount of money monthly. An updated proposal will be provided.

VEHICLE REPLACEMENT LIST

An equipment list was prepared by Dennis Nailor. It will be used by the township as a general guide to manage the replacement schedule of the township equipment. The equipment fund will be adjusted during the annual budget process in advance of larger equipment replacements to properly plan.

ADJOURN

The workshop was adjourned at 9:10 PM.

Respectfully submitted,

Marjorie E. Metzger
Admin. Asst./ Secretary-Treasurer

