

November 9, 2015

The East Lampeter Township Board of Supervisors held a Special Workshop on Monday, November 9, 2015, at 5:00 p.m. at the East Lampeter Township Office: 2250 Old Philadelphia Pike, Lancaster, PA 17602. The meeting was called to order by Mr. John Blowers, Chairman. In addition to Mr. Blowers supervisors present were: Mr. David Buckwalter, Mr. Glenn Eberly, Mr. Corey Meyer and Mr. Ethan Demme. Also present was Mr. Ralph Hutchison, Township Manager and Ms. Jeanne Glick, Finance Director.

No one signed in as being present in the audience.

Chairman Blowers stated that this was a workshop on the draft 2016 Township Budget and asked Mr. Ralph Hutchison, Township Manager to proceed with his presentation.

Mr. Hutchison stated that the draft 2016 Township Budget has been prepared by Township staff under his direction and that it is presented to the Board for consideration and discussion which will ultimately lead to adoption at the Board's December 21, 2015 regular meeting. He further indicated that the Board has been presented with two different formats for the budget. The first is a summary line item version which presents basic budget information for each of the Revenue and Expenditure line items. The second is a more detailed version which presents the same information as the first version but then also presents some more detailed information describing what is included in each of the line items. Finally, the Board has also been presented with a budget narrative reviewing the most significant issues facing the Township from a budgetary perspective and summarizing the most significant projects and purchases proposed in the draft budget.

Mr. Hutchison then proceeded to review each of the Township's operating funds and what is included in the 2016 budget for each fund. He stated that the General Fund is the largest of the Township's funds and is the vehicle through which most of the Township's services are provided. It is also the fund where all revenues from taxes levied by the Township are deposited to fund these services. Included in Mr. Hutchison's presentation was his recommendation to raise the Township's Real Estate Tax rate from 1.60 mills to 1.73 mills for 2016. During this presentation there was discussion with the Board regarding various revenue and expenditure line items including Admission taxes, Cable T.V. Franchise fees, Police service fees, contribution levels to public libraries, the contribution level to LEMSA and the creation of a new Township web site.

Mr. Hutchison then continued his presentation with similar descriptions and discussions of the Sewer Fund, the Capital Reserve Fund, the Fire Apparatus Fund, the Parkland Capital Reserve and Improvement Fund, the Highway Aid Fund and the Insurance Fund. He also briefly reviewed the Township's two pension funds, the Police Pension Fund and the Non Uniformed Pension Fund.

Ms. Glick then provided a description of the budget documents in order to make clear how the budget information is presented in these documents.

At the conclusion of these discussions, Mr. Hutchison requested Board authorization to advertise the draft 2016 Budget for public review. He indicated that the draft Budget will continue to be refined by staff as additional information becomes available up until the Budget is adopted by the Board. All such revisions will be presented to the Board prior to the December 21, 2015 meeting.

A motion was then made by Mr. Buckwalter to authorize staff to advertise the draft 2016 Budget for public review. The motion was seconded by Mr. Eberly and passed by unanimous voice vote.

Adjournment:

The Board adjourned the meeting at 6:30 pm.

Respectfully submitted,

Ralph Hutchison