

**Upper Makefield Township Board of Supervisors
October 9, 2017 Special Meeting Minutes**

The October 9, 2017 Special Meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Dan Rattigan at 6:30 p.m. In attendance were the following members of the Board of Supervisors: Chair Dan Rattigan, Vice Chair Tom Cino, Treasurer Mary Ryan and Member Diana Nolan. Member Mike Tierney participated via telephone. Also in attendance were Township Manager David R. Nyman, Assistant Township Manager Judy Caporiccio, Finance Officer Sandy Wenitsky, Planning and Zoning Director Dave Kuhns, Public Works Superintendent Bob Johnson and Chief Mark Schmidt.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mr. Rattigan led in the recitation of the Pledge of Allegiance followed by a moment of silence.

FUND REVIEW AND DISCUSSION

Mr. Nyman began his presentation by thanking staff for their assistance and diligence in preparing for the Budget Workshop. Mr. Nyman provided an overview of significant line items of the General Fund, Water/Sewer, Water/Sewer Capital Reserve, Liquid Fuels, Grading Escrow, Building Construction, Emergency Services, Tree, Fire, Riparian Restoration and Preservation Grant and Open Space Funds. He explained that the Park and Recreation Funds will be available for review at the next Budget Workshop as the committee meets next week to finalize their budget recommendations. The Pension Funds will also be available for review at the next Budget Workshop.

During discussion of the Open Space Fund, Mr. Nyman noted that the current millage is not sufficient to meet the required bond and loan payments, but the existing fund balance will cover the deficit. There was a further review of the funds required to meet the Township's obligations over the next eight years.

Throughout the presentation, members of the Board asked questions, provided comments and made recommendations, and each department head had an opportunity to clarify specific budget requests. Mr. Nyman encouraged the Board to share any additional thoughts before the second Budget Workshop.

OTHER SIDE FUNDS

Mr. Nyman provided an overview of the Grading Escrow Fund, Building Construction Fund, Emergency Services Fund, Tree Fund, Fire Fund, and the Riparian Restoration and Preservation Grant Fund. He explained that he did not have the Parks and Recreation Fund for review as that committee meets next week to finalize their budget considerations. Also, the Pension Funds will be available for review at the second Budget Workshop.

PUBLIC COMMENT

Mr. Rattigan referred to a letter submitted to the Board by a resident regarding investment of Riparian Funds and consideration of providing winter storm maintenance to communities with private roads. Staff will review additional investment possibilities. Staff was further directed to develop firm criteria for the potential dedication of private roads.

ADJOURNMENT

A motion was made by Ms. Nolan and was seconded by Mr. Cino to adjourn the meeting at 7:55 pm.

Respectfully submitted,



David R. Nyman
Township Manager

Approved: October 23, 2017