

WALLACE TOWNSHIP BOARD OF SUPERVISORS
September 25, 2008

A Regular Meeting of the Wallace Township Board of Supervisors was called to order on Thursday, September 25, 2008 at 8:08 AM in the Township Building by Chairman Bryan McDonough.

Supervisors present: Bryan W. McDonough
William Moore

Supervisor Jones was absent.

Correspondence

None.

Township Budget

Chairman McDonough and Supervisor Moore discussed the Township Budget, noting the following general comments as to the draft Profit & Loss Statement:

- The Interim Tax is hard to predict due to the number of new houses and any potential reassessment(s).
- The Township may have additional Earned Income Tax this year, but, due to the state of the economy, this figure should be reviewed further.
- It was noted that the franchise fees may differ next year due to Verizon's efforts to develop a cable television network in the Township.
- The Escrow Accounts will be checked as to their status.
- A question was raised regarding the Firemen and Police Relief Aid, as to whether it is simply a pass-through to the Commission.
- The Supervisors noted that the Building Permits have significantly changed from past years, raising the following issues/questions to further investigate:
 - Whether the Park and Rec. fees were incorporated into the Building Permit figure.
 - Whether Electrical permits are too high and whether they should be revised for next year.
 - Whether there is a need to institute a plumbing permit requirement.
 - The Township Zoning Officer, LTL, will be providing breakdown report for scrutiny.
- FIOS may help telephone costs that seem high.
- The Township Treasurer needs to check where income from transportation account is reflected.
- The Supervisors noted that the discrepancy in Building Permits was due to change in Zoning Officer.
- Per request, the Township Treasurer will check the escrow amounts coming out of general fund.

- The Supervisors noted that the hearing expenses presently shows a large discrepancy, but will balance out due to reimbursement.
- Chairman McDonaugh requested a breakdown for the Maintenance Building costs and expenses.
- The Township Treasurer was directed to revised the Employee Benefits figure for next year.
- The Township Treasurer was directed to check the Reconciliation Discrepancy figure on report.
- Generally, the Supervisors noted that the expense side looks pretty good overall and the income side might come in a little high.

New Business

1. Employee Personnel Policy Memoranda: In considering the budgeting issues and the present position of the Township, the Supervisors discussed the need: to request proposed budgets from the various Township Boards and Commissions; to direct all Township Boards and Commissions that no more expenditures should be made without approval from the Board of Supervisors; and that the Road Crew should be directed to complete the required forms that are necessary to obtain reimbursement for certain road work performed by the road crew from the Liquid Fuels monies. Chairman McDonaugh noted that three separate memoranda have been prepared to memorialize these mandates of the Board. Supervisor Moore moved that the three (3) memoranda be approved by the Board of Supervisors for distribution. Chairman McDonaugh seconded the motion, which carried unanimously.

2. Township Newsletter: A motion was made by Supervisor Moore to authorize the reimbursement of John Miller for the postage fees for the mailing of the Township newsletter. Chairman McDonaugh seconded the motion, which carried unanimously.

Public Comment

None.

Adjournment

Meeting adjourned at 9:40 A.M.

Respectfully submitted,

Lisa Gardner
Assistant to Township Secretary