

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION
WORCESTER TOWNSHIP COMMUNITY HALL
FAIRVIEW VILLAGE, WORCESTER, PA
WEDNESDAY, SEPTEMBER 18, 2019 – 6:30 PM**

CALL TO ORDER by Chair DeLello at 6:30 PM

PLEDGE OF ALLEGIANCE

ATTENDANCE

PRESENT: RICK DELELLO [X]
 SUSAN CAUGHLAN [X]
 STEVE QUIGLEY [X]

INFORMATIONAL ITEMS

- Tommy Ryan, Township Manager, announced this evening’s Business Meeting was being video-recorded for rebroadcast.
- Mr. Ryan noted Worcester Community Day will be held on September 28.

PUBLIC COMMENT

- Jim Mollick, Worcester, commented on an application made to the Montgomery County Farmland Preservation Board, computer licenses and edits made to a document, and e-mail exchanges between a Township Supervisor and a Township resident. Supervisor Caughlan commented on e-mails and e-mail accounts. Supervisor Caughlan stated she did not know who operates the worcesterpapolitics.org website.
- Karen Arena, Worcester, commented on a reported stormwater issue at a neighboring property, damages caused by a reported stormwater issue at a neighboring property, and communications from Township insurance carriers. Chair DeLello commented on the submission of insurance claims. Supervisor Quigley noted Township considerations of the reported stormwater issue.
- Kim David, Worcester, commented on the North Penn Water Authority application to the Zoning Hearing Board. Chair DeLello commented on the Zoning Hearing Board appeal process. Mr. David commented on authority condemnation power. Supervisor Caughlan commented on authority condemnation power. Supervisor Quigley commented on Zoning Hearing Board review of the North Penn Water Authority application.

PRESENTATIONS

Comprehensive Plan Update – Chair DeLello commented on volunteer applications received to date. Chair DeLello commented on planning services available through the Montgomery County Planning Commission and private planning agencies.

Supervisor Quigley commented on Montgomery County Planning Commission planning services to Worcester Township, and on the volunteer selection process.

Supervisor Caughlan commented on the draft request for proposals for planning services.

Mr. Ryan noted the Montgomery County Planning Commission will not respond to a request for proposals for planning services, given the differences between the Planning Commission and private planning agencies. Mr. Ryan commented on the Montgomery County Planning Commission appointment of a planner to service the proposed project.

Chair DeLello commented on Montgomery County Planning Commission planning services.

Bob Andorn, Worcester, commented on the request for proposals, the selection of a private planning agency, and the Comprehensive Plan Update Task Force volunteer appointment schedule. Christine Steere, Worcester, commented on Comprehensive Plan Update Task Force volunteer qualifications, and resident survey sample size.

Chair DeLello commented on Methacton School District representation on the Comprehensive Plan Update Task Force. Supervisor Caughlan commented on the project planner providing information relative to student yield by housing type. Supervisor Quigley commented on the amount of real estate taxes levied by the Methacton School District, and on Methacton School District representation on the Comprehensive Plan Update Task Force.

2020 Budget – Mr. Ryan provided an update on the 2020 Budget. Mr. Ryan noted the draft budget does not include an increase in taxes and does not include new taxes.

Mr. Ryan noted the budget includes one additional full-time employee, an entry-level Public Works laborer. Mr. Ryan noted the hire was anticipated during the previous three years, given the increased amount of “in-house” work the Public Works Department has assumed during this time. Mr. Ryan commented on the lower cost of utilizing Township personnel as compared to utilizing private consultants.

Mr. Ryan provided an overview of primary receipts. Mr. Ryan noted the budget assumes a no increase in Earned Income Tax receipts. Mr. Ryan noted the budget assumes a modest increase to Real Estate Transfer Tax and building permit receipts due to the recent start of construction at the Whitehall Estates and Reserve at Center Square developments.

Mr. Ryan noted health care expenses are estimated to decrease by 5% in the coming year, thanks to the Township’s positive claim experience with the Delaware Valley Health Trust.

Mr. Ryan noted the budget provides a 5% increase in operating contributions to the Norristown Public Library and Worcester Volunteer Fire Department, and an additional \$100,000 capital contribution for the Fire Department. Mr. Ryan noted the budget includes an up to \$500 per month stipend to Township employees who volunteer with the Fire Department during the work week, the time of the week that volunteer firefighters are in most need.

Mr. Ryan commented on proposed capital improvements, including the replacement of Public Works vehicles and equipment that have reached the end of their useful life – which includes a 2008 dump truck and a 2008 mower.

Mr. Ryan noted the Capital Fund also provides for a storm sewer system extension in the Adair neighborhood, the replacement of a culvert at Berks Road, and various bridge and roadside safety improvements.

Mr. Ryan noted the Capital Fund provides \$876,000 for the Township's annual Road Program, which is in addition to dollars budgeted for program design, bidding and inspection, and which is in addition to funding for smaller roadway fixes to be made throughout the year.

Mr. Ryan commented on Sewer Fund operations, and efforts made by Township staff and the contracted sewer operator to lower system expenses. Mr. Ryan noted the draft budget includes a 0.5% increase to sewer service fees, which equates to an approximate \$0.25 increase per month for each home connected to the Township's sanitary sewer system.

Mr. Ryan commented on the State Fund, and on the 2020 estimated Liquid Fuels allocation.

Mr. Ryan noted he would provide an update on the proposed 2020 Budget at the October 16 Business Meeting. He noted the Budget would also be presented at the November 20 Business Meeting, and then made available for a 20-day public inspection hearing, before being considered at a Public Hearing at the December 18 Business Meeting.

Supervisor Quigley commented on Worcester Township's budget and the budgets of other municipalities. Mr. Ryan commented on the thoroughness and reliability of the information included in our community's annual budget.

Supervisor Caughlan commented on proposed clerical expenditures. Mr. Ryan noted the increase in expenditures was attributable to information technology services and additional cybersecurity measures.

Supervisor Caughlan commented on the proposed stipend for Township employees who volunteer with the Fire Department, program management, and response criteria. Mr. Ryan noted employees who opt to participate will be required to respond to calls unless a pressing health or safety matter requires they remain at their Township position.

Supervisor Caughlan recommended the Sewer Fund include a charge for administrative staff time associated with fund management and system operations.

OTHER BUSINESS

- There was no other business discussed at this evening's Work Session.

PUBLIC COMMENT

- Ms. Arena commented on storm sewer extensions and roadside swale improvements on State-owned roadways.

ADJOURNMENT

There being no further business brought before the Board, Chair DeLello adjourned the Work Session at 7:42 PM.

Respectfully Submitted:

Tommy Ryan
Township Manager