

## BOROUGH OF WHITEHALL

Budget Meeting November 19, 2019

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Tuesday, November 19, 2019, at 6:00 PM, for a budget meeting. Vice President Nagy called the meeting to order, followed by the Pledge of Allegiance.

ROLL CALL:

Present: Linda J. Book (Arrived 7:00 PM)  
 Kathleen N. DePuy  
 Philip J. Lahr  
 Robert J. McKown  
 Glenn P. Nagy  
 John A. Wotus  
 James F. Nowalk, Mayor

Absent: William J. Veith

STAFF: James E. Leventry, Manager  
 Vincent G. Yevins, Finance Director  
 Courtney M. Wertz, Assistant Manager  
 Keith P. Henderson, Chief of Police  
 Jason C. Gagorik, Deputy Chief of Police

PUBLIC SAFETY:

2019 Budget - \$2,964,346.00  
 2020 Proposed Budget - \$2,984,329.00

Chief Henderson stated that there are many changes in the proposed 2020 budget. Overall, the Department is only requesting a \$20,000.00 increase for 2020.

Under General Expenses - the line item - Postage - increased to \$600.00 as the price of stamps is increasing again. The Department has been sending subpoenas via certified letters, which is why this line item has increased the past few years. The line items - Printing, Publications and Materials & Supplies will remain the same. As will the line item - Community Relations - which pays for the Hunter Safety Course and Fireworks night at Caste Village. This line item is different from Community Expenses which covers service agreements and maintenance & repair. The line item - Investigative Expenses - doubled for 2020 as the Department purchased a new service to take the place of the Cole Directory. It costs \$1,000 a year for the service and it is a valuable tool given that many people no longer have landlines. The line item - Computer Maintenance - increased to \$24,000.00 for 2020 as the Department migrates away from the Tulip System. The line item - Tires - increased slightly to \$4,500.00 because the body of the vehicles changed and they require bigger tires. The Car Wash Contract increased by \$100 but is

still the best/cheapest deal in town.

The line item – Minor Equipment Purchase – was raised to \$5,000.00 as relocating some of the new equipment necessitated new storage options. The line item – In Car Video Systems – is budgeted at \$2,500.00 in the event that the Department needs to purchase a new warranty. A new model will be available in a few years so the Department is holding off on replacing them. Association Dues have increased as new members have joined various associations. The line item – Training Expenses – increased to \$14,000.00 for two reasons. The first is to provide Dispatcher Training which the Department has not had previously. The second is to sign Deputy Chief Gagorik up for online training through Northwestern University. The cost of the course is \$4,000 and would enable the Department to keep him on staff versus the FBI course which is free but would require the Deputy Chief to be in VA for 3 months. It is a very respected course that will greatly help the Department. Training Expenses and Conference Expenses are two different line items. The line item – Capital Outlay – increased to \$51,000.00 to fully equip one new vehicle. Ford changed their platform and the current equipment will not work for the new unmarked car. This cost does not factor in the trade in value of the current vehicle which will lessen the overall cost.

Under Salary & Wages – wages for Patrolmen came in under budget for 2019 as one officer was on military leave for much of the year and due to the hiring of 4 new officers which are paid at a lower rate.

Chief Henderson stated that major money will be needed to complete the Department's 5 Year Plan.

#### EMERGENCY MANAGEMENT

2019 Budget - \$74,300.00

2020 Proposed Budget - \$74,300.00

This budget is historical.

#### ASSEST FORFEITURE FUND

2019 Budget - \$0.00

2020 Proposed Budget - \$0.00

This fund was established in 2018 to receive funds from the Department of Justice. In 2018 \$10,684.44 was seized from drug dealers and returned to the Borough. The monies can be used for law enforcement needs such as equipment, rifles or blinking speed signs.

CAPITAL PROJECTS - PUBLIC SAFETY

2019 Budget - \$231,500.00

2020 Proposed Budget - \$691,132.00

The line item – Building Improvements (Indoor Range) – increased to \$15,000.00 for 2020. The range is an asset for the Department to have and to keep but it needs to be cleaned and brought up to standards. Hazardous material (lead) was removed from the range in 2019 and the \$15,000.00 in 2020 will finish that project. The line item – Body Cameras – is new for 2020 and budgeted at \$65,000.00 to outfit the entire department. The Department is being proactive in purchasing and using body cameras.

INSURANCE & BENEFITS:

2019 Budget - \$2,332,803.00

2020 Proposed Budget - \$2,355,753.00

Insurance costs have increased slightly for 2020.

The largest line items relate to Employee Benefits. The line item – Medical, Dental & Vision – is projected to be \$17,000 less in 2019 but due to cost increases will be budgeted at \$766,300.00 for 2020. The line items – General Employees Pension Contribution and Police Pension Contribution – are based on the MMO and Actuarial Reports. The line item – General Employees Pension – increased slightly to \$263,22400. The line item – Police Pension Contribution – decreased roughly \$20,000 to \$781,829.00.

LIQUID FUELS FUND:

2019 Budget - \$715,000.00

2020 Proposed Budget - \$718,000.00

Monies for the Salt Storage Building will not be spent in 2019. \$500,000.00 is budgeted to be spent in 2020. The remaining figures in this budget are historic. At the end of 2020, there should be \$241,892.70 remaining in the fund balance to start 2021 with.

SANITARY SEWER FUND:

2019 Budget - \$5,270,178.00

2020 Proposed Budget - \$5,584,568.00

ALCOSAN will be raising their rates 7% for 2020. The line item – Sewer User Fees – will increase to \$4,450,00.00 as a result.

The Fund Balance for the Sanitary Sewer account will be roughly \$4.5 million to start 2020.

The largest expenditure from this fund is the payment to ALCOSAN, budgeted at \$3,358,986.00 for 2020. This number is recommended by ALCOSAN and is usually higher than what is actually spent. A more realistic amount for 2020 spending is close to \$2.9 million. The line items – Engineering/Other Sewer Projects and Construction/Other Sewer Projects – are based on \$400,000.00 worth of projects recommended by Gateway Engineers for 2020. The line item – O&M Engineering & Construction – increased to \$1,220,000.00. The ending Fund Balance of the Sanitary Sewer Fund is projected to be close to \$4 million at the end of 2020.

STORM SEWER FUND

2019 Budget: \$1,242,485.40

2020 Proposed Budget - \$1,379,485.40

The Borough spent \$51,000.00 from the Storm Sewer Fund on a second project on Echo Glen in 2019. There are almost \$1 million worth of storm sewer projects budgeted for in 2020 including the Streets Run Project. It is possible that some money from this fund could be used to fix the McRoberts Road landslide.

DOVERDELL DRIVE STORM SEWER FUND

2019 Budget: \$50,000.00

2020 Proposed Budget: \$0.00

The Doverdell Drive Storm Sewer Project is still not complete. It is anticipated to be closed out in 2020 once all the items on the punchlist are addressed.

CAPITAL PROJECTS

2019 Budget - \$392,500.00

2020 Proposed Budget - \$1,193,132.00

Under Revenues - the Borough will receive another \$15,000.00 from DCNR for the Parks Master Plan once the project is complete. The Borough was awarded another grant from DCNR for Prospect Park Phase I in 2020. The required \$85,000.00 match for the project will be paid out of the line item – Park Plan Appropriation.

Under Expenditures – there is \$139,000.00 budgeted to address the landslide on McRoberts Road. There is also \$200,000.00 budgeted to convert the former salt storage into useable space. This is a high estimate for the project.

In 2019, the Parks Projects were overbudget due to a number of factors. The Phase II bids that were received were high even after bidding the project twice and there was a water leak at Frank Park that had to be corrected after Phase I construction.

Council elected to set aside \$50,000.00 in 2020 to start saving for a larger pool project that may be needed in the future.

DEBT SERVICE

2019 Budget - \$656,462.00

2020 Proposed Budget - \$849,627.00

The line item – Capital Appropriation/Fire Equipment – is budgeted at \$47,165.00 as the new truck will be purchased in 2020. That purchase is reflected under Capital Projects – Public Safety - line item – Fire Equipment. It is budgeted at \$579,632.00.

The line item – Capital Appropriation/Parks Projects – is budgeted at \$110,000.00 for Phase I of Prospect Park. The 2011 Note is the loan for the Fire Station.

NEW BUSINESS:

Mr. McKown suggested consolidating the Fire Station Loan and the Doverdell Drive Loan to save costs. That is not possible as the Doverdell loan is paid out of the Storm Sewer Fund and must be kept separate.

There was a discussion about the Fund Balance as it is dwindling. \$2 million is needed to get through the first quarter of the year until tax revenues are received. Anything above \$2 million are reserve funds.

Council discussed raising the wage tax for 2020 over raising the real estate millage in an effort to keep senior citizens and those on fixed incomes in their homes.

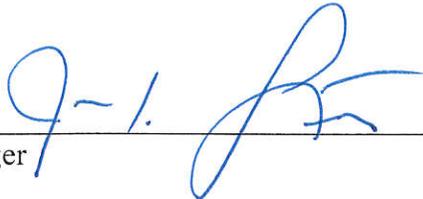
ADJOURNMENT:

The meeting recessed to executive session at 8:30 PM.

The meeting reconvened at 9:01 PM.

M-1 Mr. Wotus moved, seconded by Mr. Lahr to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 9:01 PM.

READ AND APPROVED THIS DAY OF DECEMBER 4, 2019.

  
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Manager