

**BUCKS COUNTY CONSORTIUM**

Thursday, October 3, 2013

Buckingham Township

**Meeting Minutes**

**Call to Order:**

A meeting of the Bucks County Consortium was held at the Buckingham Township Municipal building on October 3, 2013 and called to order by Consortium President Carolyn McCreary.

**Roll Call and Introductions:**

The following Bucks County communities were represented at the meeting:

|  |                                      |
|--|--------------------------------------|
| Carolyn McCreary, Plumstead Township       | Eileen Bradley, New Britain Township |
| Bob Pellegrino, Northampton Township       | Bill Wert, Dublin Borough            |
| Caroline Brinker, Doylestown Borough       | Andrea Coaxum, Perkasie Borough      |
| Jamie Gwynn, Northampton Township          | John Davis, Doylestown Borough       |
| Greg Lippincott, West Rockhill Township    | Mike Solomon, Northampton Township   |
| John Boyle, Yardley Borough                | Kyle Seckinger, Warwick Township     |
| Linda McNeill, Tinicum Township            | Teri Lewis, Tinicum Township         |
| Stephanie Mason, Doylestown Township       | Dana Cozza, Buckingham Township      |
| Ryan Martin, Middletown Township           | Sandra Zadell, Doylestown Township   |
| Sally Slook, Upper Makefield Township      | Stephanie Teoli, Middletown Township |
| Joe Golden, upper Southampton Township     | Scott Swichar, Bristol Township      |
| John McMenamin, Lower Southampton Township | Tim Hagey, Warminster Authority      |

**Sponsors:**

Dave Woglom, Lafayette College Meyner Center

Ted Dorand, PECO

Chris Englebert, Morgan Stanley

**Approval of Minutes – July 11, 2013 & September 5, 2013:**

The meeting minutes from the July and August meetings were approved on a motion by Stephanie Mason, seconded by Joe Golden.

**Treasurer’s Report and Payment of Bills:**

The Treasurer's report for the month of September 2013 was approved on a motion by Stephanie Mason, seconded by Tim Hagey.

**Presentation:**

President Carolyn McCreary started the presentation part of the budget discussion meeting. She started with the topic of dealing with department heads and vetting their wish lists. In Buckingham Township, Manager Dana Cozza's department heads get their wish lists from their staff and then meet with the finance director and then her. She meets with the board in a work session style, and the department head is involved in the meeting. Her budget is computerized, so during the year if a department head tries to put in a purchase order that is over the budget for that line item, "lights will flash" and it won't be allowed. The finance director signs all purchase orders, with Dana as her backup.

There was some discussion on other items that department heads are required to provide, including detailed information on vehicles. New Britain Township gets an update from their mechanic on the status of their vehicles.

Carolyn moved on to the topic of dealing with committees and asked the level of involvement. Stephanie Mason with Doylestown Township has a Ways & Means Committee consisting of five skilled residents that take a "30,000 feet" look at the Township. They meet monthly and work closely with the finance department. A member of the committee actually created a computer module to help manage the budget.

Next was discussion on communication about the budget during the year. Stephanie Teoli at Middletown gives updates on the budget during the year, while Buckingham gives a midyear report. John Davis does a complete overview of the budget in the January after an election, including a review of all policies and procedures. Stephanie Teoli recommended that at the February 2014 meeting the Consortium discuss the orientation of newly elected officials.

Labor issues were then discussed by the group. New Britain Township is going to arbitration with their police, and John Davis explained that for the first time, Doylestown Borough employees will be asked to contribute towards the premium share for their medical plan (1%) and their copays will increase from \$10 to \$15. Carolyn McCreary will be hiring for a position. Linda McNeil in Tinicum is negotiating their police contract and hopes to get them to agree to a plan with a deductible and 2% contribution.

Related to police negotiations, Dana Cozza found out what was important to her police department first, and was able to negotiate based on that information. Carolyn's Township will asked non-union to contribute 5% next year. Stephanie Mason added that Doylestown Township will be adding a patrolman, three public works employees, and retain another employee that was part-time and will now be full-time. They were able to change the benefits for new hires enough that they could afford the hires. Her assistant, Sandra Zadell, said that they also took pictures of the "bad stuff" to show her board why they needed to hire more help. Infrastructure has been increasing while staffing was decreasing.

Stephanie Teoli noted that capital improvements have scaled back. They are hiring five patrolmen. Stephanie Mason asked if anyone has tried offering early retirement incentives. Bensalem offered \$20,000. Chris Englebert with Morgan Stanley stated that a city in Cincinnati offered 18 months' salary to get people to retire. Kyle Seckinger with Warwick said that their cops had post-retirement medical. They had an actuarial cost it out at \$120,000 and offered cops \$60,000 to give it up. 75% of them agreed. With that money, they could go out and buy 10 years of a lesser plan so it worked out well for both sides.

Carolyn asked if any municipality had big infrastructure improvement plans for 2014. Stephanie Mason stated that they were inspecting all of their bridges and then would develop a plan. Carolyn McCreary needs to replace a \$1 million bridge but can't afford it. Tim Hagey said that his authority spent most of their reserves during the recession.

The next topic was about new initiatives. Bill Wert with Dublin Borough noted that they were amending their comprehensive plan for revitalization and doing a parking study. They hope a relief road from Deep Run to Rickert Road will kick start development in their commercial district.

Security was another topic discussed. Bill Wert asked if anyone's police department uses security cameras with access in their cars. John Davis said his police are tied into some private security systems.

Infrastructure was brought up again. Bob Pellegrino said that they were increasing millage by 1-2 mills for capital items (road paving, library). Joe Golden's township borrowed \$1 million three years ago to spend on capital items and now does revolving 3-5 year loans. Bob Pellegrino has been using bonds from local banks.

#### **Other Business:**

Stephanie Teoli announced that she was having a meeting with Revelstone on the following Tuesday to see a demonstration. The more municipalities that participate, the better deal they hope to get.

#### **Community Updates:**

Eileen Bradley gave an update on the TCC. She stated that they filed with the Supreme Court on the Philadelphia Super Credit and a decision should be out this month.

#### **Adjournment:**

The meeting was adjourned at 11:10 am.

Respectfully Submitted,  
Andrea L. Coaxum  
Consortium Coordinator