

LOWER PAXTON TOWNSHIP  
BOARD OF SUPERVISORS

Minutes of Workshop Meeting held October 21, 2014

A budget workshop meeting of the Board of Supervisors of Lower Paxton Township was called to order at 6:15 p.m. by Chairman William B. Hawk, on the above date in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Supervisors present in addition to Mr. Hawk were: William C. Seeds, Sr., Gary A. Crissman, and Robin Lindsey.

Also in attendance was George Wolfe, Township Manager; Sam Robbins, Public Works Director; Chief Jason Campbell, South Central Emergency Medical Services (SCEMS) and Watson Fisher, SWAN.

**Pledge of Allegiance**

Mr. Crissman led in the recitation of the Pledge of Allegiance.

**Public Comment**

No public comment was provided.

**2015 Budget Preparation**

General Improvement Fund

Mr. Wolfe noted that the General Improvement Fund (GIF) is the Township's Capital Improvement project budget and in 2015 the Township will be more active than it has ever been. He noted that the budget is based upon expenditures estimated at \$4,143,500 having a wide variety of revenue source.

Mr. Wolfe noted that the intergovernmental sources are: \$555,000 from Dauphin County Local Share Municipal Grant program for design of the Public Works Expansion, Jonestown Road Bridge, Friendship Center (FC) Natatorium Lighting, FC East Annex flooring and Heroes Grove. He noted that there is also revenue from the Department of Economic and Development Act 13 Funds for Heroes Grove; Lower Paxton Township Authority funds for the Wolfersberger

Park fill project; and three sources of funding from the Department of Conservation and Natural Resources for a Planning Grant for Nyes Run and Greenway, Heroes Grove, and Fitness Center Re-lamping. He noted that the total revenues from other sources is \$600,000 providing a total of \$1,155,000 grant funds.

Mr. Wolfe noted that the Heroes Grove Committee has contributed \$45,000 to their construction activity and there is a transfer from the General Fund of \$255,000 for continued improvements to the driveway at the Compost Facility site improvements required by the Department of Environmental Protection (DEP) Permit process; the installation of a Clear Span Building approved in 2014 having a four year payment plan at \$20,000 per year. He noted that the Traffic Signal Improvements are \$40,000; Nyes Run Planning Grant match of \$20,000, and the Wolfersberger Fill Project at \$120,000.

Mr. Wolfe noted that the proceeds from bond issues for the FC Improvements are \$609,897 and Stormwater Improvements are budgeted at \$2,453,762, for a total of \$2,688.50 for the 2013 Bond Issue. He noted for the 2014 Bond Issue, for Public Works Building it is \$4,000,000 and Stormwater Improvements are \$3,000,000 for a total bond revenue of \$4,144,500.

Mr. Wolfe noted that the expenditures for the Compost Facility is \$75,000; Traffic Signal Project is \$40,000; Stormwater Improvements is \$2,483,000; Dauphin County Local Share Projects is \$370,000; Heroes Grove Expenses is \$610,000; Wolfersberger Fill Project is \$300,000; FC Expenditures is \$225,500 and Nyes Run Greenway Planning is \$40,000. He noted that no general fund dollars are involved in the Heroes Grove project. He noted that the Township received word today that the Nyes Run Greenway project was not funded and as such it will be removed from the GIF for revenues and expenses.

Mr. Wolfe noted that is a quick summary of the GIF.

Mr. Seeds questioned if the Clear Span Building has a four year lease. Mr. Robbins answered that is correct. Mr. Seeds noted that it would be paid for at that time. Mr. Robbins answered yes. Mr. Seeds noted that it was mentioned that Mr. Robbins plans to store equipment and top soil in the building, is that true. Mr. Robbins answered that he plans on storing top soil in the building once he has taken ownership of the screener as staff plans to screen the topsoil,

mix it with compost, and the Township and Sewer Authority would use that material for restoration projects. He noted that the idea is to get it underroof so it would provide easy access for staff to get to. Mr. Seeds noted that a 45 foot by 90 foot building would not provide much room. Mr. Robbins noted that he plans on making a pile inside the building, store the rest of the equipment, and go to the pile from the outside as needed.

Mr. Seeds questioned if the building would have a floor. Mr. Robbins answered that it would have a stone floor.

Mr. Seeds noted that the cost of the Wolfersberger Project is \$600,000 over two years and he questioned is the Township is paying \$240,000 with the rest to be paid by the Authority. Mr. Wolfe answered that is correct. Mr. Seeds noted that it would be part of the contract with the various contractors who work for the Authority. Mr. Wolfe explained that the Authority will pay the Township for the privilege of its contractors being directed to the site at no cost to the contractors. He noted that we will not receive money from the contractors, the Authority will receive reduced bids. Mr. Seeds noted that it is figured into the costs.

#### Public Works Department

Mr. Robbins noted that he would like to review the year-end 2014 figures before moving on to the 2015 Budget. He explained that he budgeted \$2,452,131 and expects to be at \$2,469,937 at the end of the year which is about \$18,000 over budget. He explained that one item that was over budget was for building maintenance, noting that he was authorized to do an emergency repair on the floor in the west wing of the building as it was a safety issue for staff getting in and out of trucks. He noted that the drain had to be replaced costing about \$16,500. He noted that snowplow maintenance was over in that line item with last year's winter having 22 plus storms, six of which were plowable events and several were ice storms. He noted that it was very hard on the equipment. He explained that the final item that was over budget was the electric street traffic lights. He noted that he has consistently been spending \$130,000 a year for electric street traffic lights; however when the budget was set up for 2014, the report took the number for the year to date for that time period and not the true year to date number. He noted that he based a budget on a number that was not a year-end total. He noted for the past several

years he has spent \$130,000 a year and he will be right on target for that amount this year. He noted that he inadvertently budgeted \$102,000 as it was based on a false year-end total.

Mr. Seeds noted that salt is not included in the budget. Mr. Robbins explained that it is found in the Liquid Fuels Fund.

Mr. Robbins noted for the 2015 Budget everything remained the same with the exception of those items that came from the strategic plan and it included an additional laborer for the Public Works Department and an Operations Manager. He explained that he added a dumpster at the Compost Facility noting that the dumpster charges will go from \$8,400 to \$10,500. He explained that there is a fair amount of trash that comes off that site. Mr. Seeds questioned if it is currently hauled to another location. Mr. Robbins answered yes and it takes up manpower hours.

Ms. Lindsey questioned if the snow removal contract for PennDOT at \$27,250 is what the Township always receives. Mr. Robbins answered that the amount changes each year. Ms. Lindsey questioned if it is up from last year. Mr. Robbins answered that it is. He noted that last winter, they provided an additional \$9,000 severe winter fee. Mr. Wolfe explained that 2015 will be the last year for the five-year agreement with PennDOT although the Township does have the ability to opt out on an annual basis. He noted that he and Mr. Robbins plan on presenting to the Board a detailed cost summary of the 2014-2015 winter agreement as well as the revenue generated by the State Contract next year when it will be asked to execute a contract for an additional five years.

Ms. Lindsey questioned what the Operations Manager job duties will be. Mr. Robbins answered that he will be funneling a lot of the work that we are doing and having difficulty getting into the pipe line. He explained that he will be working with staff and Mr. Kline, and will be doing field work that may be necessary for contract work. He noted that he will help to save engineering costs and will work with engineering the stormwater contracts. He noted that it is very important that we get all the information to the engineer so they know the limits of the work, and that takes a lot of time. Ms. Lindsey questioned who is doing that work now. Mr. Robbins answered that he is.

Mr. Hawk questioned when the AFSCME contracts expire. Mr. Wolfe answered in 2016.

Mr. Seeds questioned, for the State Aid Fund, what figure did Mr. Robbins use for salt, was it \$145,000. Mr. Robbins answered yes, the same figure that he used last year. Mr. Seeds noted that the price of salt is increasing. He noted during the Council of Government meeting he attended last night they voted on a contract for salt at \$75.75 a ton. He suggested that it was only \$59 dollars a ton last year. He noted that there is a shortage of salt as they had problems getting salt due to the shortage last season. He stated that some contractors could not guarantee that they would be able to get salt. Mr. Robbins suggested that salt cost \$68 a ton last year, but he could check that amount.

Mr. Seeds noted that many of the prior bidders did not bid as they were unsure of the availability of the supply of salt. He noted that the Township will go with the lowest price for salt. Mr. Robbins noted that he did not know the COSTARS price for salt for this year.

Mr. Seeds noted that you have until the end of October to order salt at last year's COG contract price. Mr. Robbins noted that he will contact the COG to get more information.

#### Liquid Fuels Fund

Mr. Robbins noted that he budgeted \$1,126,637 in 2014 for revenues and in 2015 it will be \$1,233,424. He explained that it will continue to climb another \$600,000 over a period of five years. He noted for expenditures he budgeted \$1,007,280; however he expects to be at \$1,193,042 at years' end. He noted that the largest single item that was over budget was salt. He explained that he could put a higher number in for salt in 2015 as he does not know what winter will bring and needs to make sure that he has enough salt to treat the roads.

Mr. Robbins noted that he was over budget for line painting as it had to do with the length of lines that were painted. He explained that he budgeted for a certain amount but when they did the contract they ended up painting more than anticipated as the paint was faded and they could not wait another year to paint it. He noted that they also did some thermo plastic work. He explained that he does not budget enough every year for the thermo plastic work because you normally get two or three years out of it. He noted that it depends on what shape the thermo is in.

Mr. Robbins noted for salt and ant-skid materials, last winter he had 22 storms that staff treated with six or seven storms that were plowable, two ice events, and three or four that had to be retreated after plowing due to a refreeze.

Mr. Robbins noted the he was over budget in paving by \$100,000. He explained that he was overbilled \$90,000 and he is trying to get that resolved. He noted that he does not know if that invoice was taken care of yet. He explained that he would expect paving to come in on budget as he is anticipating that \$95,000 should be refunded back to the Township.

Mr. Robbins noted the 2015 State Aid revenues are up \$106,000 from 2014 and from 2013 it is up almost \$188,000. He noted it will level out at a certain point. Mr. Crissman questioned why there isn't a normal progression. Mr. Robbins answered that it is based on Act 89, which details a very sophisticated equation for how the revenues are determined. He noted that Scott Layman, the representative from the Department of General Services is very good in supplying him information for future revenues.

Mr. Robbins noted that he held the line on the budget, with the exception of the equipment, noting that he is allowed to use 20% of the State Aid funds for equipment. He noted that it would amount to \$245,000. He explained that he doesn't have to spend all that money for equipment but he wanted to show what it would be used for. He noted that he will purchase a new sweeper next year as the old one is nine years old and is costing money to keep it running. He noted that the Department has two sweepers, one for the north side and one for the south side. He explained that they are running nine months out of the year and with the MS4 requirement to provide the ability to keep the roads swept and being able to document how much material we pick up off the road, it will very necessary. He noted that the sweepers are very helpful in the leafing process as well.

Ms. Lindsey questioned if we will sell the old unit. Mr. Robbins answered yes and noted that he hopes to get about \$25,000 to \$35,000 for it. He noted that the second payment will be made for the single-axle dump truck as well as the wheel loader. He noted that the final payments will be made for the HAMM Asphalt Roller, F350 Truck and F550 Truck. He noted that he is looking to purchase load rite scales for the wheel loaders. He explained that it would provide the operators the ability to ensure when the trucks leave the shop loaded with aggregate

or salt that they are not overloaded. He noted that the scale fits inside the cab on the steering column, and they are very handy to use. He explained that he would like to purchase two scales. He noted that it would allow the driver to know how many scoops of material can be safely loaded into a truck. He explained that he is constantly reminding the drivers that they don't want to be driving trucks around the Township that are overloaded. He noted if one of the drivers would be involved in an accident, the CDL driver is responsible for the payload.

#### Fire Department - LOSAP – Fire Equipment Capital Plan

Mr. Wolfe noted that the next three items are basically one general area, Fire and EMS. He noted that revenues come from a dedicated Real Estate Tax or a General Fund subsidy. He noted in 2014, the mileage rate for fire services was .322 mills and it was used to fund the Fire Equipment Capital Fund at \$204,000; the LOSAP fund at \$77,520 and \$455,813 to Colonial Park, Paxtonia and Linglestown Fire Companies. He noted that \$240,283 was provided for fire hydrants.

Mr. Wolfe noted that there is a minor expense for the Fire Marshall and the EMS Contribution comes from the General Fund non-dedicated millage allocation which is the remainder of the 1.32 total tax mill rate.

Mr. Wolfe noted that funds for the Firemen's Relief Association are a dollar for dollar pass through from the State as required by law.

Mr. Hornung questioned why we pay \$240,000 a year for fire hydrants. Mr. Wolfe answered that it the rental fee that the Township pays for each fire hydrant located in the Township to United Water PA. He noted that the fee is established by the Public Utility Commission (PUC) and the Township has almost 900 fire hydrants. Mr. Seeds noted that it is an availability fee. Mr. Wolfe noted that we pay a little over \$250 per fire hydrant each year. He noted that staff has protested, in the past, when United Water has done a rate making increase, not because we are in opposition to the new rate but because the rate includes fire hydrants and the PUC has not bought the argument for any municipality in the State.

Mr. Wolfe noted in 2015, he expects expenditures to be \$354,000 for the transfer to the Firemen's Relief Association. He noted that the distribution to the three fire companies is

budgeted at \$355,813; fire hydrants is roughly \$240,000; \$500 is included in the budget for the Fire Marshall, and currently \$27,500 is the number for the donation to SCEMS.

Mr. Crissman questioned if we have to pay for the installation for the fire hydrants and repairs. Mr. Wolfe answered no. He noted that it is similar to street lights, we pay a rental fee for street lights as well. He noted that the cost for most new fire hydrants are provided by the developer, with the Township paying the fee to use the fire hydrants.

Mr. Hornung noted that there are a lot of safety issues surrounding fire hydrants but there seems to be some reasonable spacing that would be appropriate that would accommodate most fire companies to be able to get water service. He questioned if we are careful about how many fire hydrants we allow to be put in. Mr. Wolfe answered yes, noting that the SALDO has specific regulations on the spacing of fire hydrants.

Mr. Wolfe noted that Jason Campbell is present to further discuss the allocation to SCEMS.

Chief Jason Campbell noted that he appeared before the Board two weeks ago to discuss increased funding for SCEMS. He noted that he still does not have an exact number in mind for what the increase should be but it is more of an evening out of municipalities that surround Lower Paxton Township to bring everyone to the same arena. He noted that Lower Paxton Township is the largest municipality that SCEMS serves, and there is a good amount of revenue received from those calls. He noted that the contribution does not need to increase to what it was years ago. He noted that SCEMS is in a much better financial situation than what it was years ago.

Chief Campbell noted that his goal is to bring Lower Paxton Township's contribution up to the same as the surrounding municipalities, West and East Hanover Townships.

Ms. Lindsey noted that the amount of calls for Lower Paxton Township is 57% and the contribution rate is much lower than it should be. She noted that the next lower municipality is 13%. She explained that we are only paying \$27,500 and the other Townships are at \$60,000 or \$70,000 a year.

Chief Campbell noted that Lower Paxton Township is the largest municipality that he serves but it generate the largest amount of SCEMS' revenues.

Ms. Lindsey noted that Chief Campbell had indicated two weeks ago that the increase would go for pay raises to help retain paramedics and to keep the best employees. Chief Campbell noted that it would strictly be for payroll purposes for the paramedic staff.

Mr. Seeds noted that the Township is due for a new contract as the contract ends this year. Chief Campbell noted that it was a two year contract for 2013 and 2014. Mr. Crissman noted that was the result of the Township making a transition to Chief Campbell running SCEMS as the previous administration had much turmoil. He noted that the two year period, with Chief Campbell accepting the leadership role, has provided much needed change, and he thinks that the Board will take that into consideration as it reviews its contribution.

Mr. Hawk noted that the previous administration requested more funding and the budget and performance of SCEMS in the past was different. He noted that there has been a dramatic change. Mr. Seeds noted that Chief Campbell is doing too good of a job.

Mr. Crissman noted that there is no reason to increase the contribution up to what it was in the past. Chief Campbell noted that he was hoping to bring it closer to what East and West Hanover Townships are paying.

Mr. Hornung questioned for 2014, you were budgeted to lose \$250,000 and you made \$500,000. He noted that is a \$750,000 swing. He questioned why Mr. Campbell budgeted a negative number and ended up with a positive number that drastic. Chief Campbell answered if you are selling a shovel for \$5 and someone comes in to purchase a shovel they will pay \$5 for a shovel. He noted in the medical business, if we are selling the same shovel for \$5, and if you have Medicare, they will only pay \$2 for the shovel. He noted if you have no finances, you will get the shovel for free. He noted that he does not know from year to year, what the budget will be, it is a guess based on previous year's history. He noted that he does not know how many Medicare patients that he will have or how many will not have any insurance or very little insurance or how many memberships he will have. He noted that the budget is based on a guess from previous years. He noted vehicle accidents pay 100% of the claim and if we have more of those than we did in a previous year, the income will be much higher.

Mr. Hornung questioned what SCEMS PLN was last year at this time. Chief Campbell answered that it was a positive, about \$250,000. He noted that it also reflects on his contractual

allowances, the difference between what insurance companies will pay versus what we are charging. He noted that many people ask why SCMES can't raise its rates. He noted if he raises his rate he won't get reimbursed for that amount. He noted that contractual allowances only allow for so much to be reimbursed.

Mr. Hornung questioned what you plan to do with the \$500,000 profit you will have. Chief Campbell answered that he would like to purchase two additional ambulances. Mr. Hornung questioned how much is an ambulance. Chief Campbell answered that an ambulance costs about \$170,000. Mr. Hornung questioned if they are fully equipped. Chief Campbell answered no; a fully equipped ambulance would cost \$450,000. Mr. Hornung noted that you would be spending \$900,000. Chief Campbell answered that is not accurate as he already has a majority of the equipment needed to equip an ambulance. He noted that he recently purchased a cardiac monitor for \$38,000. He noted that the medication costs are high because once the medication expires, it must be disposed of and new medication has to be purchased.

Ms. Lindsey questioned if many of his patients do not have Medicare or insurance, and if you bill them, do you ever get paid the full amount. Chief Campbell answered no. He explained that he accepts payments and uses a third party for billing. He noted that they will accept payments but if someone doesn't have the money, we lose it and it becomes a write off after a certain amount of time.

Mr. Seeds noted if a person is a member who does not have insurance; they will still have to pay something. Chief Campbell answered that will be changing next year. He noted that currently if you are a member and you don't have insurance you will not receive a bill; however next year all persons are to have some type of insurance and we will not offer you a membership if you don't have some type of insurance. Mr. Seeds questioned how SCEMS will check on that. Chief Campbell answered that there are some things that SCEMS has in place, but prior to joining a member may have to show proof of insurance. He noted under the Affordable Care Act, everyone is supposed to have insurance coverage.

Ms. Lindsey noted that she paid \$75 for two memberships, but if you don't have insurance how many trips do you allow a member to take a year. Chief Campbell answered there is no cap. Ms. Lindsey questioned if a member could use the ambulance six times a year and

their \$75 membership covers it. Mr. Seeds noted if every household in all the Townships and Boroughs were members would you be asking for money from the municipality. Chief Campbell answered no. Mr. Seeds noted that either the individuals pay for it or the Township pays for it. He noted that it is another case of government picking up the cost that the citizens don't do on their own.

Ms. Lindsey questioned how many members are from Lower Paxton Township. Chief Campbell answered that it fluctuates but he suggested that it would be in the range of 6,500 members. He noted that it is low.

Mr. Hawk questioned if there is a significant amount of people who don't have insurance. Chief Campbell answered that it is not as bad as it was ten years ago. He noted that it is a little better than it was but the numbers are still low.

Mr. Hawk noted that most people have some insurance.

Mr. Seeds questioned if the Affordable Care Act helped more people to get insurance. Chief Campbell answered yes, as they have many more 911 calls now from people who would not have called in the past. He noted that they did not want to pay out of pocket in the past but since their insurance is picking up the cost they are more apt to call.

Ms. Lindsey questioned if you have insurance, how many times would it be covered to use the ambulance. Chief Campbell answered as many times as they call. Mr. Seeds suggested that with more people having insurance, the hospital ER's are less busy. He noted that many uninsured people would go to the hospital and not go to a doctor. Chief Campbell answered that that number has increased since they have a medical benefit to pay for it. He noted that they will call 911 more. He noted that he sees some patients two or three times a week.

Ms. Lindsey noted in talking with the residents, they cannot commend SCEMS for the work and serviced that you provide and she thanked him for his service.

Mr. Seeds noted that we need to be talking to Mr. Campbell between now and the end of the year. Mr. Hornung questioned why we should have another meeting, let's do it now. Mrs. Lindsey agreed it does not make sense to bring Chief Campbell back.

Mr. Hornung noted that Mr. Campbell needs to tell the Board what he is looking for. Ms. Lindsey noted that he said closer to what West or East Hanover Townships are paying. Chief

Campbell noted that West Hanover Township is paying \$60,000. Ms. Lindsey noted that East Hanover Township is at \$70,000. She noted that West Hanover Township's percentage for calls is 8.79% and East Hanover Township's is 6.06% and Lower Paxton Township is at 57%.

Chief Campbell noted that there is an option if the Board would prefer to increase its donation in increments. He noted that West Hanover Township did it in yearly increments until they reached their current number. He noted that he is not looking for a huge increase as we are doing well. He noted that we have a bunch of ambulances on the street that are serving night and day 24 hours a day. He noted that he is looking to bring the Township to a level playing field and to retain his paramedic staff.

Ms. Lindsey noted that Chief Campbell stated two weeks ago that he added another ambulance to Lower Paxton. She questioned how many ambulances are in this area. Chief Campbell answered from 9 a.m. to 6 p.m. there are four with one floater that comes from West Hanover Township. Mr. Hornung questioned out of how many ambulances. Chief Campbell answered out of seven. He noted that is how many are in service at one time; he noted that he has 13 ambulances.

Mr. Hornung questioned what we provided to SCEMS many years ago. Mr. Wolfe answered that it was \$224,000 a year. Mr. Seeds noted that the Township was in a position to negotiate a couple of years ago.

Mr. Crissman requested Chief Campbell to provide him with a number. Chief Campbell noted that SCEMS is not hurting but he would be very comfortable with \$50,000 or \$55,000.

Mr. Hornung noted that he did not want to go with the incremental pricing. Mr. Crissman and Mrs. Lindsey agreed. Mr. Crissman noted that he would agree to \$50,000 to \$55,000. Mr. Hornung noted that he is comfortable at \$50,000. Ms. Lindsey agreed. Mr. Crissman noted that is what he wrote down.

Mr. Wolfe questioned if the Board has a term for this new amount of funding as the Township just completed a two-year agreement. Mr. Crissman answered that the Board started with two years to see where things were going, and things are moving in a positive direction. He suggested to go with another two year agreement and see where that takes us.

Mrs. Lindsey questioned if Chief Campbell was okay with that. Chief Campbell answered that he was fine with that. Mr. Wolfe noted that he would amend the budget document to show \$50,000 in 2015 and would update the agreement circulating drafts with Chief Campbell to bring it back to the Board for its November 3<sup>rd</sup> meeting.

Mr. Wolfe questioned if there are any additional questions for the LOSAP for Fire Equipment Capital Fund, if not he would move on.

Mr. Seeds noted that the LOSAP funds have done well but we are projecting more retirees for that Fund in the future so we need to build up some funds for the future.

Mr. Seeds noted that there have been requests, in the past, from the fire departments to increase contributions for their operations. Mr. Wolfe explained that he has not received anything specifically from the fire chiefs at this point although one chief was questioning Public Safety Director David Johnson yesterday. He noted, in the past, we have asked each fire company to provide a copy of their 2015 budget to the Board for review and we will do that. Mr. Crissman noted that he wants the budget to include the capital expenditures. He noted that they should go hand in hand and the Board should be able to look at the budget and what their capital outlay projects are.

Mr. Seeds noted that he did not see a figure for the total amount of funds in the Fire Equipment Capital Fund. Mr. Wolfe noted that it is roughly \$1,350,000 after the Township contribution is made. He noted that he would provide the number to the Board. He noted that those funds are invested as municipal funds and does not earn interest whereas the LOSAP fund is invested as a pension plan and do much better.

Mr. Wolfe noted that he could put off the review of the Community Development Department until the next budget meeting. He suggested that the next meeting could be held on Monday, November 3<sup>rd</sup> at 6 p.m., followed by the business meeting at 7:30 p.m.

Mr. Crissman questioned if we need to review the municipal fees as well. Mr. Wolfe noted that it could be done during budget adoption.

Mr. Wolfe noted that he would like to have an Audit Committee meeting on November 3<sup>rd</sup> as well as an Executive Session to meet with Mr. Tom Smida in regards to bond issues. He suggested that the Audit Committee meeting could start at 5 p.m.

Mr. Wolfe noted that he would defer the rest of the agenda until the next meeting.

**Adjournment**

There being no further business, Mr. Crissman made a motion to recess the meeting until the next meeting. Ms. Lindsey seconded the motion and the meeting recessed at 7:21 p.m.

Respectfully submitted,

Maureen Heberle  
Recording Secretary

Approved by,

William L. Hornung  
Township Secretary