APPROVED
11/09/21

Longswamp Township Board of Supervisors
Minutes of Budget Workshop
October 12, 2021

The Budget Workshop meeting of the Longswamp Township Board of Supervisors was held at the Longswamp Township Municipal Building, 1112 State Street, Longswamp Township, Mertztown, Pennsylvania, 6:00 p.m., prevailing time as previously advertised and posted.

CALL TO ORDER:
Chairman Don Hickman called the meeting to order at 6:00 pm.

PLEDGE TO THE FLAG/ROLL CALL:
Officials present: Don Hickman, Chairman; Joyce Marin, Vice Chairperson; Mike Sacks, Supervisor; Joni McPike, Township Secretary/Treasurer and Zachary Trexler, Township Assistant Secretary/Treasurer. Beth Kohl, Township Solicitor, Jill Smith, Township Engineer, and Ryan Wessner, Code Enforcement were not present.

ANNOUNCEMENTS:
This is a Budget Workshop; no formal business will be discussed. Public Comment will be observed at the end of the workshop within the time allotted in accordance with Township Resolution No. 2010-14.

BUDGET REVIEW AND DISCUSSION:

2022 Draft budget: General Fund;
Joni McPike advised the Board that the General Fund Budget Preview is not ready yet but she will have it for next meeting. No Action taken.

2022 Draft budget: ARPA Fund;
Joni McPike presented the ARPA Fund draft Budget for review. Joni explained its process and projected expenses it will cover for the 2022 year. No action was taken

Revisit 2022 Budget Wish list of items;
Treasurer Joni McPike stated nothing had changed so far and the new Township Website is still in the process of being updated. Ms. McPike also stated that Zachary Trexler is working on a Newsletter to be distributed during the spring and fall seasons of each year. The Board directed Ms. McPike to request fee schedules from the Township's Professionals for their 2022 rates. No action was taken.

Discuss updating SALDO Ordinance – Specific to the number of plans for each plan type that is required to be submitted;
Joni McPike opened discussion with the Board regarding the SALDO Ordinance, specifically to the number of plans and supporting documents required for each plan type that is to be submitted. She stated she would like to work with the Township Solicitor; Beth Kohl and Township Engineer; Jill Smith to review and possibly revise the number of sets of plans and supporting documents that need to be required when applicants submit their projects, especially for 1st submissions that may have revisions to them going forward. The Board advised Ms. McPike to proceed with obtaining authorization to work with the Township Solicitor and Engineer at their November 9, 2021 Board of Supervisors meeting.

Discuss updating and combining all Township fees schedules into one for adoption each year;
Joni McPike opened discussion with the Board regarding all open Township fee schedules currently being used. She stated she would like to work with the Township Solicitor; Beth Kohl, to update all types of fees, put together (1) resolution to be adopted each year going forward, and to update all forms in relation to the schedule of fees required when submitting projects. The Board advised Ms. McPike to proceed with obtaining authorization to work with the Township Solicitor at their November 9, 2021 Board of Supervisors meeting.

Discuss the Repair and Restoration of the stone entrance wall at Hunsicker's Grove;
Joni McPike presented a quote from Tim Miller Masonry concerning the repairs and restoration of the stone entrance wall at Hunsicker's Grove. The Board discussed and advised this project needed to be handled as soon as possible. The Board will add this topic under New Business at their regular Board of Supervisors Meeting Agenda for October 12, 2021 for action.

PUBLIC COMMENTS:
None

ADJOURNMENT:
Joyce Marin made a **motion** to adjourn. Mike Sacks seconded the motion. All in favor. Chairman Hickman adjourned the Budget Workshop at 6:30 pm.

Respectfully Submitted by:

Joni D. McPike
Township Secretary/Treasurer