

BUDGET WORKSHOP

President Nagle called the January 12, 2012, budget workshop to order at 7:00 p.m. in the auditorium of the Macungie Institute, 510 E. Main Street, Macungie, PA. The purpose of this workshop was to discuss the Borough Manager's proposed amendments to the 2012 Budget adopted by Borough Council on December 27, 2011. Council members in attendance were Chris Becker, Debra Cope, Greg Hutchison, Jean Nagle, Joseph Sikorski, Linn Walker and Mayor Rickie Hoffman. David Boyko was absent. Also present was Borough Manager Chris Boehm.

Council thought it appropriate at this time to address an email they received from Council Member Boyko questioning whether or not Council's motion to reopen the 2012 budget at the January 3rd meeting was done properly. President Nagle reported the Administrative Assistant listened to the recording and the motion was made by Council Member Hutchison and second by Council Member Walker with the motion carried. It was the consensus of Council this had occurred.

Public Comment

President Nagle noted this would be the only time public comment would be received during the workshop. Hearing none, she moved on to the budget discussion.

Proposed Amendments

Council addressed the items appealed by Borough Manager Boehm as follows:

- a. Holiday Decoration Electricity \$300 – This line item is the electric for the snowflakes on Main Street and the Christmas lights at the Flower Park. Council Member Becker offered to donate the funds for the holiday lights. It was the consensus of Council not to put the \$300 back in the budget and accept Council Member Becker's donation.
- b. Special Event Decorations \$500 - The special event decorations line item expense is for maintenance of the banners, flags and other seasonal decorations. It was the consensus of Council to put the \$500 for the special event decorations back in the budget.
- c. Halloween Parade Contribution \$1,500 - Borough Manager Boehm reported the Lower Lehigh Lions would not be organizing the Halloween Parade without the Borough's contribution. After discussion, it was the consensus of Council to budget the \$1,500 contribution for the Halloween Parade.
- d. Macungie Youth Association \$3,000 - Council discussed the need for recreation for the youth of the Borough. It was the consensus of Council to budget \$3,000 for the Macungie Youth Association.
- e. Administrative Assistant Position Full Time \$11,241 - After some discussion it was the consensus of Council to reinstate the Administrative Assistant as a full time position with benefits.

f. Macungie Institute Building Coordinator - Council had a lengthy discussion on the use of the Macungie Institute and the hours the Building Coordinator would need to accomplish her duties. President Nagle noted a letter received from Robert Young who offered to help raise more revenue for the Macungie Institute. She asked Mr. Young or the Trustees if they knew an amount. Mr. Young could not state an amount but noted it would be thousands. Council Member Sikorski noted the in-kind services that the Borough is providing to the Macungie Historical Society and the Boy Scouts and other Borough non-profit organizations. It was the consensus of Council to reinstate the Macungie Institute Building Coordinator as a full time position and suggest to the Trustees ways to increase revenue, such as grants and fundraising.

g. 6th Full Time Police Officer \$38,874.07 - Council had a long discussion on the expense of a 6th full time police officer and the rising cost of the police department. There was discussion on providing 24 hour police coverage. It was the consensus of Council to keep the Police Department at 5 full time officers and not reinstate the 6th full time officer, but utilize part time officers. It was the consensus of Council to increase the line item for part time wages by \$7,359 to provide funding to hire part time officers to adequately cover the open shifts.

Council Consensus of Overall Budget

Per the consensus of Council, the following amendments will be made to the 2012 budget:

- 1) No funding for the holiday lighting electric;
- 2) Add \$500 funding for the special event decorations;
- 3) Add \$1,500 for the Halloween parade;
- 4) Add \$3,000 for the Macungie Youth Association;
- 5) Reinstate the Administrative Assistant and Macungie Institute Building Coordinator to full time positions with benefits and adjust the appropriate line items accordingly;
- 5) Not reinstate the 6th full time police officer, but increase the part time police wages by 7,359;
- 6) Increase the Real Estate taxes to cover the additional expenses.

Borough Manager Boehm was directed to prepare the preliminary budget with the above amendments for approval at the January 16th Council meeting.

Adjournment

The meeting was adjourned at 9:05 pm.

Respectfully submitted,

Cynthia Hartzell
Administrative Assistant