

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL
MINUTES OF THE SPECIAL MEETING

Wednesday, September 23, 2020

PUBLIC MEETING

PRESENT: Colleen Leonard, Council President
Jane Flanagan, Council Vice-President
Robert Stokley, Senior Council Member
Anita Barton, Council Member
Tina Sokolowski, Council Member
James Griffin, Council Member
Yaniv Aronson, Mayor

ALSO PRESENT: Stephanie Cecco, Borough Manager

CALL TO ORDER

The Public Meeting of the Conshohocken Borough Council, duly advertised, was held as a hybrid meeting. Borough elected officials, staff and professionals were physically in attendance at Borough Hall, and the public participated through GoToMeeting video and telephone conferencing. Ms. Leonard, Council President, called the meeting to order at 5:34 PM.

BUDGET INFORMATION AND SUMMARY

Ms. Cecco provided an overview of the budget process and timeline. She discussed forecasted revenues and expenditures for FY21 and briefly reviewed the year-to-date statement of revenues and expenditures. She mentioned that the proposed budget accounts for potential financial impacts of COVID-19. However, it was stressed that the full financial impact of COVID-19 on Borough revenues will be an unknown moving into FY2021.

DEPARTMENT PRESENTATIONS

a.) Recreation Services

Lauren Irizarry, Director of Recreation Services, presented the capital budget requests for the Recreation Department. Requests for the department included fitness equipment, flooring renovations and operational improvements at the Community Center, and the reconstruction of basketball courts at Borough parks. Ms. Irizarry also presented the proposed operational budget for the department. She discussed specifically her request to increase funds for tele-data and recreation software.

b.) Administrative Services

Angela Orr, Director of Administrative Services, presented the capital budget requests for Administrative Services, which included filing cabinets for records management and the replacement of the Borough's local network server.

c.) Police Department

George Metz, Police Superintendent, discussed the capital budget requests for the Police Department, which included vehicles, emergency preparedness equipment and surveillance and IT equipment. He also discussed the proposed operational budget for the department, which included expense increases for uniforms, the detective division and office equipment.

d.) Public Services, Emergency Services, Fire Services

Ray Sokolowski, Executive Director of Operations, presented the capital budget requests and proposed operational budgets for Public Services, Emergency Services and Fire Services.

He discussed the capital budget requests for the Fire Department, which included vehicular and portable radios, and swift water rescue boats. For the department's proposed operational budget, he explained that the department is requesting an increase for fire equipment.

Mr. Sokolowski explained that the capital budget request for the Emergency Management Department is for the installation of a storage room at Borough Hall to provide a staging and storage area for emergency supplies. For the department's proposed operational budget, he explained that the department is requesting an increase in planning for large-scale emergency needs.

He presented the capital budget requests for Public Services, which included security equipment, vehicles and landscaping equipment. Mr. Sokolowski discussed the proposed operational budget for department that included specific line items with 2% increases in the property and building, sanitation and streets divisions.

e.) Community Development, Grants, Zoning and Recurring Capital

Ms. Cecco presented the capital budget requests for Community Development, Grant Management and Zoning, which included grant matching funds and RACP Grant consulting services.

She discussed recurring capital expenditures, which included general engineering capital projects, transfer to Debit Service, traffic engineering capital projects and grants, and a contribution to Narberth Ambulance.

Ms. Cecco reviewed proposed increases in operating expenses related to advertising and legal services.

BUDGET HIGHLIGHTS AND ADDITIONAL FUNDS

Ms. Cecco discussed insurance costs related to healthcare, property and liability and workers compensation. She reviewed personnel costs for non-uniform and union employees. She noted that the proposed budget includes the addition of a part-time firefighter that was added due to COVID-19 and a rate increase for part-time Public Services employees. Both of these positions were essential during the pandemic and will continue to be essential in the future. Additionally, dollars allocated for part-time recreation personnel were reallocated to a FTE position. Along with a decrease in operational costs, this designation change resulted in no net overall increase to the recreation department budget.

Ms. Cecco discussed funding sources available for capital consideration in fiscal year 2021. Council discussed their strategic plan for FY2021 and long-term goals. Council discussed and determined which departmental capital requests would be considered for fiscal year 2021. That itemized list will be finalized during the remainder of the budget process and will be considered for final approval in December.

PUBLIC COMMENT

There was no Public Comment.

ADJOURNMENT

The meeting was adjourned at 8:23 PM.

EXECUTIVE SESSION

Respectfully Submitted,

Stephanie Cecco,
Borough Secretary