

**NEW GARDEN TOWNSHIP**  
**299 STARR ROAD**  
**LANDENBERG, PA 19350**  
**BOARD OF SUPERVISORS**  
**BUDGET MEETING**  
**NOVEMBER 2, 2015**

**Present:**

Stephen Allaband, Chairman  
 Richard Ayotte, Vice Chairman  
 Randy Geouque  
 Patrick Little  
 Michael Loftus

Tony Scheivert, Manager  
 Lewis Gay, Secretary/Treasurer  
 Jon Martin, Airport Manager  
 Gerald Simpson, Police Chief  
 Ken Reed, Public Works Director  
 Jeff Stewart, Roadmaster

**A. CALL TO ORDER**

Chairman Allaband called the meeting to order at 7:00 p.m.

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the flag was recited.

**C. ANNOUNCEMENTS**

None

**D. NEW BUSINESS**

1. Jon Martin presented the Bids for Airport Hangar Erection. There was only one bidder, BFS, which bid on all three phases of the project with a total bid of \$861,000.00.

Motion by Mr. Allaband and second by Mr. Ayotte to approve BFS's bid of \$861,000, contingent upon approval of Bureau of Aviation.

**E. BUDGET REVIEW**

1. Jon Martin reviewed Airport Fund (09) and Airport Capital Fund (33).

The budget proposes adding a part time Administrative Assistant.  
 The Township will host the County Balloon Festival again in 2016.

The Capital Fund Phase III of the Runway reconstruction is anticipated with assistance from Federal/ State grants. Also, funds are provided for hangar door replacements and various small equipment purchases.

The Board briefly recessed at 8:42pm and reconvened at 8:54pm.

2. Manager Scheivert made a power point presentation regarding status of the 2015 Budget YTD and anticipated annualized amounts.

3. Manager Scheivert presented the proposed General Fund (01) and Capital Fund (30) budgets for 2016 and highlighted various operational changes as well as Capital Fund requests.

Departmental Budgets were presented as follows:

- Police Department- Chief Simpson
- Public Works- Director Ken Reed
- Finance/ Tax Collection- Treasurer Gay
- All others- Manager Scheivert

Decision was made to hold ambulance contributions to the 2015 funding level.

There was discussion to reduce use of beginning cash in the General Fund and eliminate the \$375,000 Transfer to Capital Fund from General Fund (01). The Capital Fund (30) would be funded from a transfer from the Capital Reserve Fund (34) using beginning cash from that fund.

Administration will review Management Fees charged to the Airport Fund if an Administrative Assistant is added there.

#### **F. EXECUTIVE SESSION(S) HELD OR SCHEDULED**

Chairman Allaband announced the Board will recess to hold an executive session to discuss legal matters.

The Board recessed at 9:53pm and reconvened at 10:29pm.

Chairman Allaband announced that an executive session was held this evening to discuss Legal Matters and Acquisition of Property.

Chairman Allaband announced that the next meeting of the Board will be Monday, November 16, starting at 7:00pm. The next budget meeting will be Monday, November 23, starting at 7:00pm.

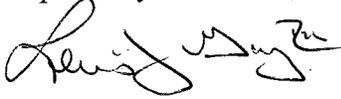
**G. OTHER BUSINESS**

None

**H. ADJOURNMENT**

Motion by Mr. Little and second by Mr. Loftus to adjourn the meeting was unanimously approved at 10:31pm.

Respectfully Submitted,



Lewis Gay,  
Township Secretary

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