Township of Robinson, Washington County

Board of Supervisors 2019 Budget

Preliminary Budget

**Contents**

[2019 Budget Message 3](#_Toc463341710)

[Townships 3](#_Toc463341711)

[Southern Beltway and Local Road Projects 4](#_Toc463341712)

[Municipal Complex Improvements and Zoning Matters 5](#_Toc463341715)

[Emergency Personnel 6](#_Toc463341719)

[County Millage Comparisions 7,8,](#_Toc463341721)

[General, Fire, Fire Hydrant, and Street Light Funds 9](#_Toc463341724)

[Liquid Fuel Fund 10](#_Toc463341725)

[Local Share, Capital Reserve, and Beech Hollow Turnback Funds 11](#_Toc463341726)

[Act 13/Gas Well Impact Fee Fund 12](#_Toc463341727)

[Budget](#_Toc463341728) 13,14



Robinson Township

# **2019 Budget Message**

As Township Manager, I am pleased to provide you with the recommended 2019 Annual Budget for Robinson Township, Washington County. The Budget reflects our commitment to provide quality services and amenities to our residents, while enhancing our goals for growth and preserving our quality of life. All account balances and income/expenses related to specific accounts are as of November 20, 2018.

# **Budget Approach**

Setting long-term priorities for the township is one of the most important responsibilities for the economic growth and stability of the township. With a solid budget set we can move into 2019 knowing that all the township goals can and will be met. The top priority is to preserve and enhance the quality of life Robinson Township residents have come to expect. The 2019 Budget provides the financial resources necessary to meet these expectations. One of the keys to any community is sustainability, and the financial viability to not only make it through the year but into the future. The Supervisors and staff work hard to maintain and achieve this goal.

Millage for Robinson Township 2019 = .001453 mills, or 14.53 cents/one hundred dollars of assessed value

***This is Real Estate and Fire Tax combined***

# **What Is A Township**

Township governments are distinct from municipal governments because they are established to govern areas without a minimum population concentration. The 2007 Census of Governments counted approximately 3,000 fewer townships than municipalities across only twenty states, including New York, Maine, Illinois, and Kansas. Within these twenty states, there are different kinds of townships: the municipal or the civil, the incorporated or unincorporated, and the school, the judicial, and congressional.

Town government in its classic form is distinguished from township government, as the former is governed by an annual [town meeting](http://www.nlc.org/build-skills-and-networks/resources/cities-101/city-structures/forms-of-municipal-government). Townships, if similar to municipalities, have a municipal form of government. Otherwise, townships are commonly governed by an elected board of three to five part-time trustees and rely almost exclusively on property taxes for revenue. New England, New Jersey, and Pennsylvania townships, for example, enjoy broad authority and perform functions similar to municipalities. Some New England townships govern schools, and Midwestern townships typically perform limited government functions.

Robinson Township

# **ONGOING PROJECTS**

***The Southern Beltway***

U.S. 22 to Quicksilver Rd. SR 0576, Section 55A1: Adjacent to (East of) Section 55A1-1, is approximately 4 miles in length containing one full interchange and requires nearly 5 million cubic yards of excavation. The project includes 3 mainline bridge structures and one overpass structure. The mainline interchange will be constructed at Beech Hollow Road. Beech Hollow Road and SR 980 will be realigned to create an intersection with Donaldson Road. Candor Road will be reconstructed to include an overpass structure. The third and fourth mainline structures will carry SR 0576 over Little Raccoon Creek and Quicksilver Road. The bid for Section 55A2 was recently awarded to Trumbull Corporation, operating from a temporary construction location on Robinson Highway.

***Project Updates***

The Cashless Tolling Facility on Toll 576 has been completed.

Candor Road is now open. The original Beech Hollow Road is permanently closed. A new, as yet unnamed, connector road connecting with Donaldson Road is slated for Spring 2019.

***Local Road Repair***

Township roads were repaired in multiple phases in 2018.

Phase 1 included microsurfacing of a portion of Raccoon Creek, Donaldson Road, and Beagle Club Road. A new material and technology called fiber seal was employed on Summit, Meadow, Howard, Home Street Extension and North Street. If this material is considered successful, it will be a great savings and durability improvement over tar and chip. Source of funding of Phase 1 is ***Liquid Fuels*** ***Account.***

Phase 2 consisted of base repair and microsurfacing on Bable, Washington, and Sunnyhill. These roads are being repaired with voluntary assistance from Range Resources, Markwest Energy Partners, and ETC. These producers directly contracted the repair and resurfacing of Valley View, Maple Grove, Shaffer, Foley, Campbell and Washington Road at **no cost** to the township. Source of funding Phase 2: ***Various gas industry producers.***

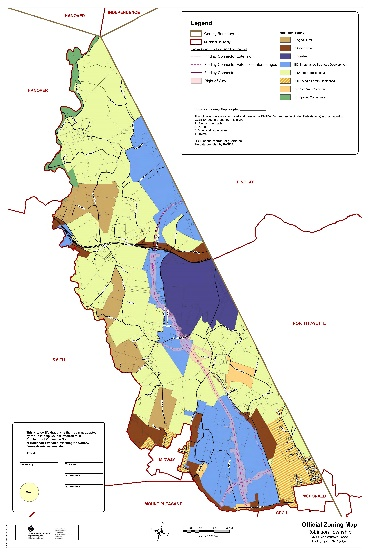
Phase 3 is repair and improvement of a portion of Raccoon Creek Road, the portion not addressed in a previous improvement project. Our source of funding on this is a grant obtained from the Washington County Conservation District, Dirt and Gravel Road program. We are grateful for the assistance of the County in this endeavor. Source of funding: ***Grant.***

***Total estimated cost of road repair funded through the Township in 2018: $420,283.65***

Robinson Township

***Municipal Building Renovation***

Phase 1 of our municipal complex renovation has been completed, with the construction of a five-bay maintenance building which will house our Public Works Department. The Public Works moved into their new accommodations, making way for Phase 2 in our project. A much larger, modern, and more comfortable meeting room, ADA compliant, is a high priority for the Supervisors. Work on this phase will commence in 2019, with Phase 3 coming later, perhaps the following year, consisting of office staff space renovation and relocation, the addition of private caucus room, and a dedicated office to house our Zoning Officer.



***New maintenance building constructed by Swede***

***Construction Corporation.***

***Zoning Ordinance***

Current Zoning Map, above right. Changes to our existing Zoning Ordinances are pending. The presence of the Southern Beltway will spur interest and economic development in the area, and the Supervisors are determined to be ready with a thoughtful and well-considered set of zoning regulations as it relates to land use and development.

***Validity Challenge***

The Township continues to defend the zoning changes of 2014 against legal challenges brought by several residents. ***Costs associated with Validity Challenge, to date: $77,724.10***

Robinson Township

**our emergency personnel**

**fire service**

Robinson Township currently enjoys the protection of both Midway Volunteer Fire Department and McDonald Volunteer Fire Department. In late 2018, the Township entered into a 5-year agreement with each department for continued service.

Contract amount 2019: $25,000/year Midway Fire Department

$25,000/year McDonald Fire Department

Budgeted Workers Comp $17,500/year Both departments

For firefighters

Foreign Fire Distribution $11,500/year Both departments

***total estimated cost of fire service in 2019: $79,000.00***

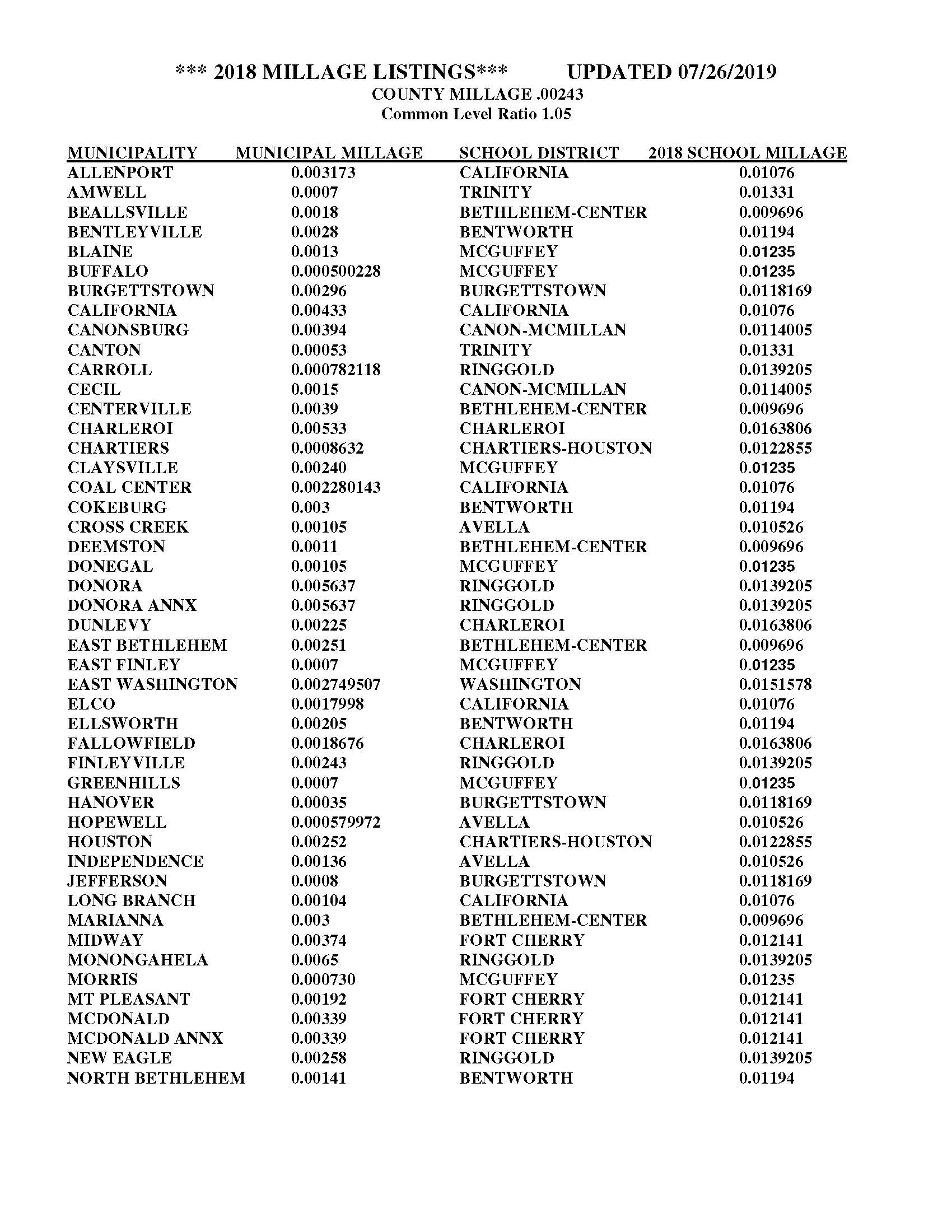
**police protection**

The McDonald Police Department provides Robinson Township with 24- hour protection, with at least 4 hours per day active patrol. In addition, the department attends Magisterial Court hearings on behalf of the Township and assigns an officer to be present as necessary in meetings held in the Township. In 2018 we said farewell to longtime beloved Chief Mark Dorsey and welcome our new relationship with incoming Chief Dennis Ahlborn. Robinson Township signed an amended 5-year police contract in 2018 which included an annual contribution toward the purchase or updating police cars.

Contract amount 2019: $92,007.00

Police car contribution: $10,000.00

***total estimated cost of police in 2019: $102,007.00***

****

***How do I calculate my County taxes if I know the assessed value?***

The current Washington County millage is 24.9 (.0249). Example: Assessed value = 10,000 x .0249 = $249.00 at face.

Robinson Township

# **General Fund**

In [public sector](http://www.investorwords.com/3947/public_sector.html) [accounting](http://www.investorwords.com/48/accounting.html), the primary or catch-all [fund](http://www.investorwords.com/2121/fund.html) of a government, government [agency](http://www.investorwords.com/151/agency.html), or nonprofit [entity](http://www.investorwords.com/1714/entity.html) is the General Fund. It is similar to a [firm's](http://www.investorwords.com/1967/firm.html) [general ledger account](http://www.investorwords.com/15826/general_ledger_account.html), and [records](http://www.investorwords.com/4094/record.html) all [assets](http://www.investorwords.com/273/asset.html) and [liabilities](http://www.investorwords.com/2792/liability.html) of the entity that are not assigned to a [special](http://www.investorwords.com/11149/special.html) purpose fund. It provides the [resources](http://www.investorwords.com/4217/resource.html) necessary to sustain the [day-to-day](http://www.investorwords.com/12775/day_to_day_DTD.html) [activities](http://www.investorwords.com/92/activity.html) and thus [pays](http://www.investorwords.com/3626/pay.html) for all administrative and [operating expenses](http://www.investorwords.com/19316/operating_expenses.html). When [governments](http://www.investorwords.com/16458/government.html) or [administrators](http://www.investorwords.com/118/administrator.html) talk about 'balancing the [budget](http://www.investorwords.com/600/budget.html)' they typically mean balancing the budget for their general fund.

The primary source of revenue into the General Fund is real estate and earned income tax collection. Other revenues include the various application fees for activities within the township.

The many costs of keeping the township running are paid from this account: employee payroll, insurance, utilities, fuel, repairs to equipment, fees payable to township solicitor and engineer and others.

Balance forward from December 31, 2017: $70,468.50

**Balance in the General Fund Account is: $39,925.86**

**Fire Tax**

The Fire Tax Account is dedicated to the support of the two volunteer fire departments that service us: Midway V.F.D. and McDonald V.F.D. Increasingly, our tax is proving insufficient to offset rising costs affiliated with this service. A small increase to the Fire Tax was approved at the November 12, 2018 meeting.

**FIRE TAX COLLECTION IN 2018: $32,447.95**

**Cost of contracts and worker’s compensation for Fire Departments in 2019: $67,500.00**

**Fire Hydrant Tax**

The Fire Hydrant Tax was implemented in 2015 and is assessed on properties within 780 feet of a hydrant. The revenues from this account are used to pay Pennsylvania American Water for water service to the hydrants.

**FIRE HYDRANT TAX COLLECTION IN 2018: $7,323.93**

**Street Light Tax**

The Street Light Tax is exclusively devoted to paying electrical costs from West Penn Power for service to the lights.

**STREET LIGHT TAX COLLECTION IN 2018: $6,327.66**

Robinson Township

# **Liquid Fuel**

The Municipal Liquid Fuels Program funds a range of projects to support construction, reconstruction, maintenance and repair of public roads or streets. Funds are only available to municipalities who submit annual reports. The amount of a municipality's allocation is based on its population and miles of roads on their approved Liquid Fuels Inventory. To be placed on the system a road must have minimum of 33' right-of-way in a township and 16' in a borough. The "cart way" (drivable surface) must be a minimum width of 16', and the road must be a minimum of 250' in length. If the road is a dead end, it must have a cul-de-sac (turnaround) at the end with a minimum 40' radius. To continue to receive Liquid Fuels funds, a road must be maintained in such a condition that it can be driven safely at 15 mph.

MUNICIPALITIES may use Liquid Fuels funds for the following:

• Maintenance, repair, construction or reconstruction of public roads, streets, alleys, courts, and ways, including bridges, culverts and drainage structures, for which municipalities are legally responsible

• Road materials for the maintenance, repair, construction or reconstruction of public roads, streets, alleys, courts, and ways for which they are legally responsible

• Payment of approved Pennsylvania Infrastructure Bank (PIB) Loans including financing expenses with project approval

• Purchase, maintenance and repair of traffic control devices such as signs and signal devices

• Payment of road employee wages for working on the municipality’s roads, structures, and road equipment

• Construction of approved salt storage facilities used only to store salt

• Purchase of safety equipment and protective clothing

• Maintenance, repair, construction, or reconstruction of ADA curbs ramps or curb cuts for access by individuals with disabilities

• 20 percent limit on new equipment purchases and year-to-year carryover ability

Balance forward from December 31, 2017: $7,455.32

Income for 2018 into Liquid Fuel: $121,464.95

Expenses for 2018 from Liquid Fuel: $127,920.27

**Balance in the Liquid Fuel Account is: $1,000.00**

**Estimated Liquid Fuels allocation for 2019: $108,438.48**

**ESTIMATED TURNBACK ALLOCATION FOR 2019: $12,080.00.**

Robinson Township

# **Local Share**

As required under Act 71 (the Gaming Act), DCED has developed program guidelines for Local Share Account funds in Washington County. Uses for LSA funds may be used for economic development, job training, community improvement and public interest projects in Robinson Township. In 2018, the funds were used for offsetting emergency personnel costs and legal fees.

Balance forward from December 31, 2017: $35,739.00

Income for 2018 into Local Share: $45,384.37

Expenses for 2018 from Local Share: $44,390.65

**Balance in the Local Share Account is: $36,732.72**

# **Capital Reserve**

A capital reserve is a type of account on a municipality's or company's balance sheet that is reserved for long-term capital investment projects or other large and anticipated expenses that will be incurred in the future. The primary use of this account in 2018 was for construction of the new Maintenance Building, Phase 1 of the municipal complex renovation. This account also paid for the purchase of a 2018 Chevrolet Silverado pickup truck through the COSTARS municipal purchasing program for $14,350.00.

Balance forward from December 31, 2017: $572,371.78

Income for 2018 into Capital Reserve: $5,087.50

Expenses for 2018 from Capital Reserve: $194,991.97

**BALANCE IN THE CAPITAL RESERVE ACCOUNT IS: $382,467.31**

**Beech Hollow Turn Back**

On April 27, 2016 Robinson Township entered into an agreement with the Commonwealth of Pennsylvania, acting through the Department of Transportation to transfer jurisdiction of the State Route 4010, Beech Hollow Road back to Robinson Township. Once the Southern Beltway comes through the area of Beech Hollow a turnback will be placed in the place of the present Beech Hollow Road along with a cul-de-sac on each end. The date for this will correlate with the Southern Beltway. This account is set up to do all maintance on the road now as well as the future reconfiguration of the road.

Received on June 1, 2016: $529,911.72

Income for 2018 into Beech Hollow Account/Interest: $5,538.12

Expenses for 2018 from Beech Hollow Account: $11,250.00 – Tree cutting

**Balance in the Beech Hollow Turn Back Account is: $519,097.26**

Robinson Township

# **Gas Well Impact Fund**

Act 13 of 2012 (Impact Fee) was signed into law by Governor Corbett on Feb. 14, 2012.  Act 13/Impact Fee amends Title 58 (Oil and Gas) of the Pennsylvania Consolidated Statutes ([Act 13 of 2012](http://www.legis.state.pa.us/CFDOCS/Legis/PN/Public/btCheck.cfm?txtType=PDF&sessYr=2011&sessInd=0&billBody=H&billTyp=B&billNbr=1950&pn=3048)).  
  
Act 13/Impact Fee provides for the imposition of an unconventional gas well fee (also called an impact fee), and the distribution of those funds to local and state governments.  Act 13/Impact Fee also contains provisions regarding how the impact fee may be spent.

Unconventional Gas Well Fund Usage:

1. Construction, reconstruction, maintenance and repair of roadways, bridges and public infrastructure.
2. Water, storm water and sewer systems, including construction, reconstruction, maintenance and repair.
3. Emergency preparedness and public safety, including law enforcement and fire services, hazardous material response, 911, equipment acquisition and other services.
4. Environmental programs, including trails, parks and recreation, open space, flood plain management, conservation districts and agricultural preservation.
5. Preservation and reclamation of surface and subsurface waters and water supplies.
6. Tax reductions, including homestead exclusions.
7. Projects to increase the availability of safe and affordable housing to residents.
8. Records management, geographic information systems and information technology.
9. The delivery of social services.
10. Judicial services.
11. Deposit into the municipality’s capital reserve fund if the funds are used solely for a purpose set forth in Act 13 of 2012.
12. Career and technical centers for training of workers in the oil and gas industry.
13. Local or regional planning initiatives under the act of July 31, 1968 (P.L. 805, No. 247), known as the Pennsylvania Municipalities Planning Code.

This account is invaluable for minimizing impact to the General Fund and offsetting costs as allowable, above. Our primary use in 2018 was paying costs under use 3: emergency personnel.

Balance from December 31, 2017: $353,461.06

Income for 2018 into Act 13 Account: $344,026.27

Expenses for 2018 from Act 13 Account: $147,238.58

**Balance in the act 13 gas well Account is: $550,248.75**