

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

PO Box 188 111 Mill Road
Schaefferstown, PA 17088
(717) 949-3885 fax (717) 949-2915 htwpbs@comcast.net

October 24, 2017
Budget Workshop Minutes

Board members present:

Paul Fetter
Ted Cromleigh
Bruce Kramer

Others present:

Jennifer Snyder, Office Manager

The workshop was called to order at 6:30 by Chairman Fetter.

The Budget revenues were addressed first. Ms. Snyder reviewed proposed income and noted that an additional line item was added for Administration Fees charged for Land Development processing.

The Board then reviewed the expenses for all accounts. As requested, Ms. Snyder added funding for a seasonal/part-time road crew employee in the General Fund Budget. The full-time employee added in the first draft was still included in the budget. A few small changes were made as reviewed previously. Discussions about funding in the Capital Improvement Fund for the proposed Maintenance Building and Office Remodel included pricing a new HVAC system for the office building. The current HVAC system is original to the building and the Board would like to look for something more efficient and propane powered. Also discussed was the need to possibly upgrade the existing Gasboy computer system. The Liquid Fuels Budget was reviewed to determine what projects could be afforded in 2018. Work on a section of Distillery Road will be the focus and after bids are received for the work, seal coating projects will be determined. The Water System budget needs to be reviewed with new GL codes.

The Board decided that the budget is acceptable for all Township Funds. Ms. Snyder will continue to work on the Water System budget. Advertising requirements will allow the budget to be finalized at the December 12, 2017 meeting and the Board can review all changes from this meeting at the November 14, 2017 meeting.

Secretary

Minutes recorded by Jennifer Snyder