

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 8, 2019
Budget Workshop Minutes**

Board members present:

Paul Fetter - Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Jennifer Snyder, Office Manager

The Budget Workshop was called to order at 6:20 by Chairman Fetter.

The Budget revenues were addressed first. Ms. Snyder reviewed proposed income from all revenue sources. Increases in Real Estate Tax, Franchise Fees and Reimbursements of Expenses were recognized based on current collections and future development work.

The Board then reviewed the expenses for all accounts. Ms. Snyder noted that the majority of General Fund expenses remained consistent. Minor changes will be seen in both the Legislative and Highway General budgets due to health insurance policy changes. The budget may see an increase but final expenditures are dependent on usage of the insurance plans. The Board asked Ms. Snyder to investigate different plan options to determine final numbers. The Maintenance Highway budget was discussed and money for dust suppressant was moved into the general road maintenance budget. This would allow for usage of the money on other road projects if necessary but does not rule out using it for dust suppressant. Ms. Snyder noted a decrease in the transfer of money to the Light Fund for street lights. The change to LED lights has realized a decrease in bills. Ms. Snyder increased the amount transferred to Capital Improvement and Capital Reserve for impending projects and purchases. The Capital Improvement Account will continue to have money budgeted for an Office Building Remodel as well as a potential Copier purchase. Discussion about replacement of the office server occurred. Options allow for a new physical server or switching to a cloud-based server. After reviewing the quotes, the Board would like to pursue a cloud server to remove equipment from the office and cost per year. The HVAC system is budgeted for replacement as well since it did not occur last year. The Liquid Fuels Account is budgeted to receive less money from the State but paving and seal coat projects appear to be quoted at less than expected. Utility account Revenue and Expenses remain constant. The Water Capital Improvement account has money budgeted for an Ion Unit and Water Tank Painting and Generators but they will not all be done with the current fund available. Ms. Snyder said grant opportunities are a possibility.

The Board will meet a second time for a final review budget items on October 22, 2019 at 6:30pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

At 7:10, Chairman Fetter made a motion to adjourn, which was seconded by Bruce Kramer. All were in favor, and the motion carried.

Secretary

Minutes recorded by Jennifer Snyder