

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
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**October 27, 2020
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 6:34 by Chairman Fetter.

The minutes of the last budget meeting were reviewed. **Bruce Kramer made a motion to approve the Budget meeting Minutes of October 13, 2020. Ted Cromleigh seconded the motion and the motion carried.**

The Budget revenues for General Fund were reviewed. Ms. Snyder made changes as directed by the Board at the last budget meeting. In the Budget expenses, Ms. Snyder noted a small change in the auditing service amount based on the engagement letter from the CPA.

Ms. Snyder explained some changes made to the initial budget for the Sewer and Water Funds. Interest was reallocated to the Capital Improvement Funds for both accounts. The Sewer Use Revenue was increased to reflect a more accurate collection of bills. In the Sewer Expenses, the amount paid to COLA for treatment was increased to meet 2019 expense rates. Ms. Snyder also changed the amounts in the Supplies and Services budgets based on the Public Works Department performing many repairs themselves. The Water Fund had a small decrease in reimbursement amounts, and an increase in water testing and dues, mostly SRBC related. The supplies and Services budgets were reallocated to account for Public Works performing repairs. The Capital Improvement Funds for Water and Sewer had an adjustment made to account for actual costs of a new handheld device for meter reads.

After final review of all alterations of the first budget draft, the Board was satisfied. No tax increase is necessary to balance the budget. Ms. Snyder will need to review the advertising requirements to determine which meeting the Board will be able to adopt the budget.

At 6:57, 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