

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
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**October 17, 2024
Budget Workshop**

Board members present:

Paul Fetter - Chairman
Ted Cromleigh
Steve Martin

Others present:

Jennifer Snyder, Office Manager
Sean Weik, Public Works Superintendent

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

The General Fund Budget revenues were reviewed first. Ms. Snyder noted that revenues are not expected to change much from 2024. Noted changes were a decrease in engineer reimbursements to coincide with the decrease in engineer review expenses. The Game Commission payment was increased to account for a change in the payment rate for their land. Interest revenue was decreased to account for the current reduction in interest rates. The General Fund Expenses were reviewed as well. Computer programming expenses are expected to increase due to a change in software companies. Ms. Snyder will investigate options but has accounted for the change. Cell phone expenses were questioned by Mr. Martin. A cell phone policy was discussed and including additional employees and supervisors for reimbursement for cell usage. Ted Cromleigh opposed cell payment to Supervisors. The cell expenses in Office and Highway will be increased slightly to account for the change. Initiating a Facebook page for news versus a print newsletter was discussed. The page would be good for quicker communication and news and will decrease the costs for print and postage. Real Estate tax collector fees are expected to rise due to an increase in collection rates. Expenses for a part-time administrative assistant were added. Unemployment compensation rates decreased. Zoning Officer expenses are increased to account for office hours of the new zoning officer. All insurance rates were increased based on the percentages given by various carriers. Small changes were made to the roadwork budget based on conversation with Sean Weik. After calculations were done, the General Fund budget was balanced with no need to increase any tax rates.

All specialty accounts were reviewed. The Capital Improvement Budget has an amount budgeted for an office building remodel work and new laptops. The Capital Reserve Budget has a plow budgeted for purchase. The Liquid Fuels Account is budgeted for normal revenue and expenses. The quote for paving and seal coating projects is Budgeted to be paid from the Liquid Fuels account. Utility account Revenue and Expenses remain constant. There is little change from 2024 totals. The Sewer Capital Improvement account has a budget to purchase new air releases. The Water Account expenses show an increase in computer fees as do the Sewer expense totals. The Water Capital Improvement account has no purchase budgeted but we will need to discuss replacing water lines. The ARP Covid Relief money has little remaining after 2024. If the amount in the account is all interest we can transfer it out of the

account and report all money from the Federal Government spent. The Park and Recreation Fund has money budgeted to work on the walking trail.

The Board was satisfied with the Budget prep and decided not to have a second Budget Meeting. They intend to approve advertisement at the next meeting for adoption at the November 19, 2024 Board of Supervisors Meeting.

At 7:54, Chairman Fetter made a motion to adjourn, which was seconded by Steve Martin. All were in favor, and the motion carried.

Secretary

Minutes recorded by Jennifer Snyder