

**CHARTIERS TOWNSHIP SUPERVISORS
BUDGET WORKSHOP
TUESDAY
October 05, 2021
4:30 p.m.**

The Budget Workshop was called to order, at 4:39 P.M. Tuesday, October 05, 2021.

ATTENDANCE:

Attending the workshop were Supervisors Gary Friend, Bronwyn Kolovich and A. William Kiehl. Also attending were Jodi L. Noble-Township Manager and Judith Taylor, Treasurer

The Township Manager presented an overview of the General Fund Budget citing a comparative status of Revenues and Expenditures for 2021 year to date and projections of where the Township expects to finish by the end of the 2021 budget year. Mrs. Noble prepared and distributed a series of charts, spreadsheets and graphs to reference revenue streams and allocations for the 2021 General Fund Budget and historical trend analysis of various revenue streams. She expressed the uncertainty of the remainder of 2021 into 2022 due to the pandemic. She went over revenue losses experienced as a result of the continuing pandemic

Overview of the larger REVENUE FUNDS as follow:

REAL ESTATE TAXES – Slightly ahead on payments.

E.I.T. – is virtually flat from 2020, with a 1.6% expected increase. This is much lower than historical growth but it is positive to have growth.

ACT 511 TAXES & CARES ACT FUND positive source

INTEREST INCOME is down 76% from 2020 and 94% from 2019

HOST FEE (Landfill) – down significantly. We hope to be able to fund the General Fund portion but any Capital Reserve Allocation is unlikely

Highlight of EXPENDITURES

The Overview indicates expenditures fall within the budgeted amounts

Risk Management COVID-19 Funding potential for a recouping of costs

Legal & Engineering fees under budget;

Police under Budget; Public Works on target – vehicle maintenance overbudget;

Planning & Zoning – UCC inspections & Engineering costs offset by increased

revenues; WM Recycle Cost increased 5%; Insurances–Pension Plans;

CTCC/Parks & Recreation transfer what is needed from operating fund as cushion covering 2021 expenses

Preliminary figures based on the projected revenues, expenditures and variability on those amounts indicate the budget will come in at a conservative stable projection for the 2021 budget with fluctuation impact based on the COVID-19 pandemic, coupled with the state of the economy.

Mrs. Noble presented the Highmark Health Insurance renewal quote from Alera at a 12% or \$42,000 increase for 2022. She advised that she was also seeking quotes from Municipal Benefit Services and HUB for the PHMIC program.

Mrs. Noble further went over the 2021 Year to Complete Estimates and 2022 requested Budgets for the Arden Force Main Fund, Fire Tax Fund, Light and Hydrant Fund and Friends of the Park Fund as follows:

- Arden Force Main: is carrying a balance of about \$234,000 with only interest income and no expenses;
- The Fire Tax Fund saw about \$150,000 in real estate tax revenue this year and revenues will exceed expenditures leaving a fund balance of about \$80,000 currently;
- Light and Hydrant fund: will see about \$130,000 in revenues that will exceed expenditures;
- Friends of the park: has had interest income and the Friends are planning a November line dance / dinner fundraiser so it will have some income this year. The only expense last year was a \$5,000 contribution to the Community Center.

Review of the Sewer (Enterprise) Funds will be the agenda for the October 12, 2021 Budget Workshop, which will follow the Board's regular meeting. Additionally, there will be a brief zoom meeting with HUB regarding PHMIC and the Difference Card as an insurance alternative. The Departmental Heads will be notified to attend and present their prioritized requests for the Board of Supervisors' consideration at the 4:30 Budget Workshop on October 19, 2021.

The meeting adjourned at 6:36 pm P.M.

A. William Kiehl
Secretary

Jamie Rozzo – Recording Secretary