

# EAST PETERSBURG BOROUGH



## APPROVED BUDGET

### 2023 BUDGET SUMMARY

#### General Fund:

- 2023 Projected Budget: **\$2,413,100.**
- General Tax mill is 4.747, Fire Tax mill is .780
- **TOTAL TAX MILLAGE = 5.527 No Tax increase for 2023**

The General Fund is operating well and the tax base of 5.527 mills should be steady for the next couple of years.

#### 1. Revenues:

- The General Fund receives most of its funds from Act 511 taxes (Real Estate Transfer, EIT, LST) and Real Estate Taxes. See Figure 1, page 4

#### 2. Expenditures:

- The General Fund expenses for 2023 are up about 1%, (\$15,420) from 2022 budget. Which is good considering our current economy, the increase in wages, medical insurance, vehicle parts/gas, building supplies, and overall operating expenses. See Figure 2, page 5
- **Building Improvements      \$115,400 = deduct of \$52,600**
  - a. Main office relocating to Fire Company-funds from ARPA/Capital Reserves
  - b. Wages: less employees for 2023
  - c. Improvements to other borough buildings (\$20,000)
  - d. Special Projects: Misc office improvements (\$10,000)

# EAST PETERSBURG BOROUGH

➤ <b>Public Safety/Police</b> <b>\$124,100 = deduct of \$755,600</b>			
a.	Police Services transferred to Public Safety Fund		
b.	Add'l Police Services transferred to Public Safety Fund		
c.	Line Painting	-\$ 2,000      Current: \$10,000	New: \$ 8,000
d.	Streetlights	+\$ 5,000      Current: \$85,000	New: \$90,000
➤ <b>Planning/Zoning</b> <b>\$147,700 = increase of \$13,700</b>			
a.	Property Inspections	+ \$ 7,000      Current: \$58,000	New: \$65,000
b.	Zoning officer	+ \$ 5,000      Current: \$50,000	New: \$55,000
c.	Engineering fees	+ \$ 2,000      Current: \$ 8,000	New: \$10,000
d.	Miscellaneous	+ \$ 100      Current: \$ 200	New: \$ 300
e.	ZHB legal	-\$ 400      Current: \$ 1,200	New: \$ 800
➤ <b>Highways, Roads, Streets</b> <b>\$189,800 = increase of \$14,700</b>			
a.	Engineering Fees (Hwy)	-\$5,000      Current: \$10,000	New: \$5,000 *
*Note: Kevin Martin continues to do more & more of the bidding work			
b.	Sweeper/Maintenance	+\$5,000      Current: \$15,000	New: \$20,000
c.	Road Maintenance	No Change      Current: \$20,000	New: \$20,000
d.	Traffic control	+\$1,000      Current: \$ 5,000	New: \$ 6,000
e.	Misc; wages, gas	+13,700	
➤ <b>MS4</b> <b>\$122,400 = increase of \$47,300</b>			
a.	Engineering Fees	+ \$10,000      Current: \$20,000	New: \$30,000
b.	Computer supplies	+ \$ 1,000      Current: \$ 1,000	New: \$ 2,000
c.	Dumpster Rental/Disp.	+ \$ 2,800      Current: \$11,400	New: \$14,200
d.	Misc; wages, gas	+ \$33,500	
➤ <b>Parks/Rec</b> <b>\$187,000 = decrease of \$6,400</b>			
a.	Trees/Ground Maint.	+\$1,000      Current: \$11,000	New: \$12,000
b.	HARC-intermunicipal	+No Change      Current: \$12,000	New: \$12,000
c.	Pool Expenses	+No Change      Current: \$10,000	New: \$10,000
	• Chlorine Pump		
	• Filter work		
	• Chemical Feed System		
d.	Playground Imprvmnts	No Change      Current: \$10,000	New: \$10,000
e.	Misc, wages, gas	+\$5,400	

## EAST PETERSBURG BOROUGH

➤ **Interfund Transfers**                      **\$1,116,000 = increase of \$761,000**

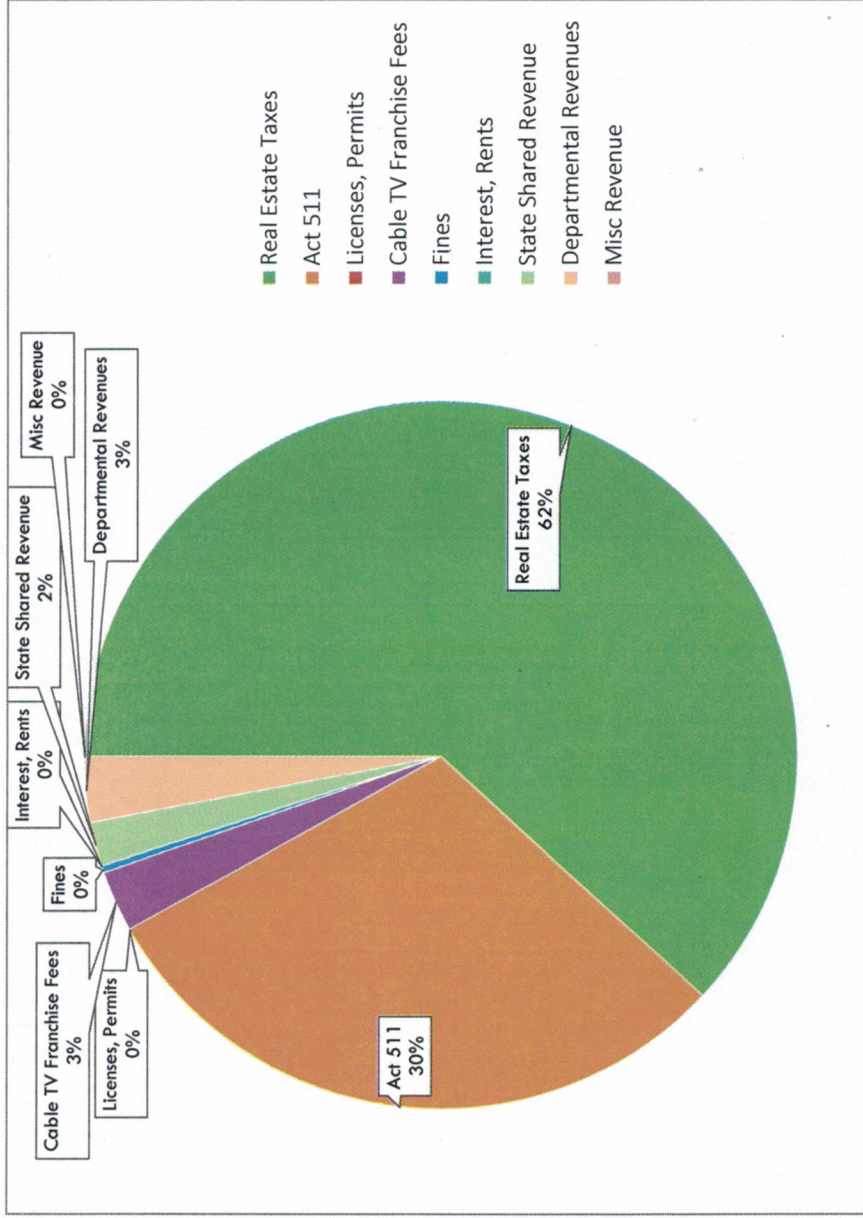
- a. \$883,000    Public Safety: \$810k Police, \$23k EMC, \$50k Miscellaneous
- b. \$103,000    Capital Reserve: \$68k comcast franchise, \$25k traffic signal upgrades grant, \$10k miscellaneous
- c. \$50,000    Park/Open Fund: park upgrades
- d. \$60,000    Fire Tax Fund: bldg. maintenance
- e. \$00.00    Snow Fund: skipped for 2023. Fund balance \$95k
- f. \$15,000    Equipment Reserve
- g. \$ 5,000    Pool Fund

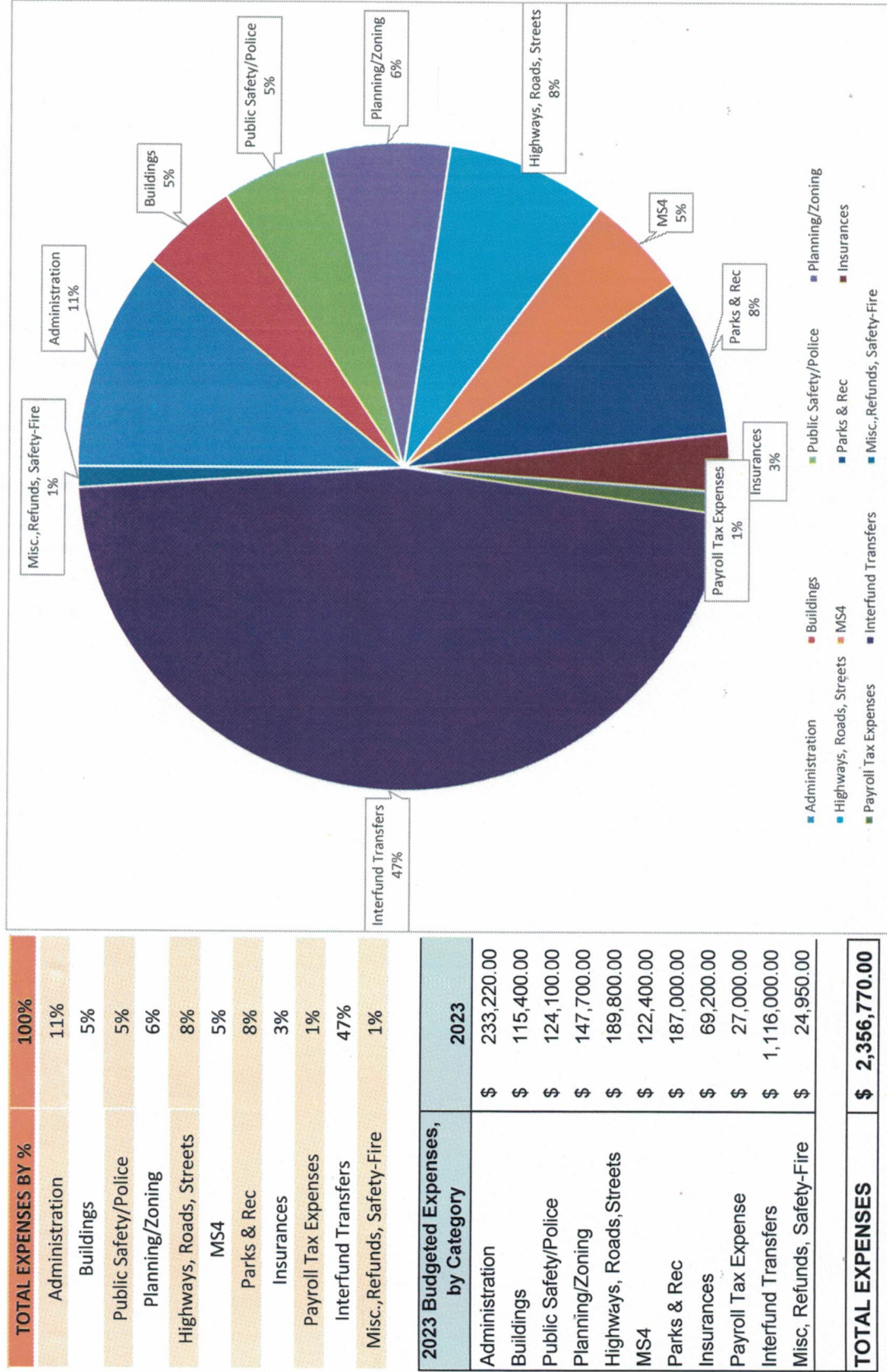


TOTAL REVENUE BY %		100%
Real Estate Taxes		62%
Act 511		30%
Licenses, Permits		0%
Cable TV Franchise Fees		3%
Fines		0%
Interest, Rents		0%
State Shared Revenue		2%
Departmental Revenues		3%
Misc Revenue		0%

2023 Budgeted Revenues, by Category	2023
Real Estate Taxes	\$ 1,478,000.00
Act 511 Taxes	\$ 727,000.00
Licenses, Permits	\$ 50.00
Cable TV Franchise Fees	\$ 68,000.00
Fines	\$ 8,000.00
Interest, Rents	\$ 16,600.00
State Shared Revenue	\$ 42,200.00
Departmental Earnings	\$ 70,850.00
Misc Revenue	\$ 2,400.00
<b>TOTAL REVENUE</b>	<b>\$ 2,413,100.00</b>







## EAST PETERSBURG BOROUGH

### WATER OPERATING:

- There will be a 3% Water rate increase for 2023.

Water rate history:	Amount/5,000 gallons/Quarter:	Amount/1,000 gallons:
2018	\$64.02	\$5.72
2019	\$67.22 (5% + \$3.20)	\$6.01
2020	\$70.58 (5% + \$3.36)	\$6.31
2021-2022	\$72.70 (3% + \$2.12)	\$6.50
2023	\$74.88 (3% + \$2.18)	\$6.69

In 21/22, the Borough received \$470,715 in ARPA funds (American Rescue Plan Act) therefore not increasing residential and commercial water rates for 2022. For 2023, we will be utilizing the ARPA funds towards any upgrades to the water plants, any stipulations required by DEP to maintain the water tanks, any building improvements and misc. water and MS4 projects not funded by grants.

The projected revenue from the increase in water rates will help fund: water meter project, equipment and equipment maintenance, Pine Street water main replacement, chemical mixer, and misc. water plant items.

- **Large Water Budget Items:** A transfer to the Water Reserve is budgeted for 2023 in the amount of \$120,000. On 9/6/22, a surplus of funds was transferred from the water fund into water reserve fund. This will help fund the water main replacement projects over the next five (5) years which total \$2,422,094.00. *See attached schedule page 7.*

The following items are budgeted from Water Reserve Fund:

- a. Water main replacement-Pine Street: State to New (\$400K)
  - b. Miscellaneous water projects for water plants (\$75K)
  - c. Water meter project (\$40K)
  - d. Equipment and Equipment Maintenance (\$30K)
  - e. Nitrate Plant: SCADA antenna (\$3K)
  - f. Two (2) Chlorine pumps (\$2K)
  - g. Spare electronic parts (\$5K)
  - h. Chlorine analyzer (\$5K)
  - i. Spring-chemical mixer (\$4,2K)
  - j. Spring-router (\$1K)
  - k. Well-router (\$1K)
  - l. Miscellaneous (\$10K)
- **Loans:** The borough has no loans/debt.



10 Year Plan for Water Main Replacement

YEAR	10 YEAR PLAN FOR WATER MAIN REPLACEMENT		LENGTH OF PIPE	Yr Completed
	DESCRIPTION			
2023	Pine street 4" water line State St to New Stre	820		2023 \$ 385,315.35
2024	Pine Street 4" water line New Street to Hershey Wolf Circle Tie in to Jackson	620 43		2024 \$ 280,187.74 \$ 55,000.00
2025	Pine Street 4" Waterline Broad to State St	825		2025 \$ 394,056.39
2026	Carpenter - (Graystone to Stevens)	1800		2026 \$ 689,176.06
2027	Hollow /Broad Area	1568		2027 \$ 618,359.39
5 YEAR MARK				

## EAST PETERSBURG BOROUGH

### **TRASH:**

- Service contract with Waste Management ends December 31, 2022. The trash was put out to bid back in September and the contract was awarded to Good's Disposal and the three (3) year Service Contract will be effective January 1, 2023. The Trash fund reflects the need for a \$5.00/quarter increase (\$20/year). The trash fund will show an Interfund Transfer from Capital Reserves \$100,000.
- a. Resident rate for 2022 is \$64.50 qtr./\$258 yearly
- b. **The approved resident rate for 2023 is \$69.50 qtr./\$278 yearly**

Trash rate history:	Amount per Qtr.	Amount Annual
2012 - 2016	\$47.50	\$190
2017 - 2019	\$49.50	\$198
2020 - 2021	\$59.50	\$238
2022	\$64.50	\$258
2023	\$69.50	\$278

### **ARPA:**

- Building improvements-new offices \$100k (\$50k from capital reserves)
- Grant-park upgrades and pickleball court \$120k
- Grant - MS4 Meadows Bioswale \$200k

### **BUILDING 6060:**

- VACANT-Real Estate Taxes \$4,200 & other misc. expenses \$6,800

### **CAPITAL RESERVE:**

- Special Projects
  - a. MS4 Bioswale Meadows Project \$300,000 (\$200K ARPA fund)
  - b. ARLE-signal upgrades 72/Miller & Enterprise \$25,000 (split cost with EHT 50/50)
- Equipment
  - a. Ferris zero turn \$20,000 (50% equipment reserves-\$10K)
  - b. UTV Kubota \$26,000 (50% equipment reserves-\$13K)
  - c. Two (2) tires for Bobcat \$1,200
- Other
  - a. Building Repairs \$50,000
  - b. Misc. - moving expenses, filing cabinets, desks, chairs, etc. \$20,000



## EAST PETERSBURG BOROUGH

- c. MS4-repairs to storm pipes: Lemon & State Street \$30,000
- d. Engineering fees-Park Grant \$20,000
- e. Transfer to Trash \$100,000

### **EQUIPMENT RESERVE:**

- Ferris zero turn \$20,000 (50% capital reserves-\$10K)
- UTV Kubota \$26,000 (50% capital reserves-\$13K)
- Misc. \$3,000

### **LIGUID FUELS:**

- Road improvements
  - a. Ultra-thin-lower Lemon to Borough line (Larch) \$63,000
  - b. Fog seal: Orange & Cherry Street \$25,800

### **PARK and OPEN SPACE:**

- Playground equipment/improvements \$20,000
- Building/Equipment Repairs \$20,000
- Park upgrades – Tennis courts upgrades \$25,000

### **PUBLIC SAFTEY:**

- Police service \$810,000 (2023: 6.5% increase: 2022 was 8.5% increase)
- Emergency Mgmt. Coordinator \$23,000

### **SNOW MAINTENANCE:**

- Contracted services – snow removal \$10,000
- Salt \$15,000: increase by \$3,000
- Snow removal-lots, sidewalks \$4,000
- Repairs/Maintenance to Plows \$2,000

\*Transfer from General of \$25K is not budgeted for 2023 because of a surplus of funds. (\$95,000)

### **SWIMMING POOL:**

- Equipment \$20,000

## EAST PETERSBURG BOROUGH

### **EMPLOYEE HEALTH BENEFITS:**

- Medical: Cost 2023: % change = **3.9% increase**, No increase for Dental & Vision

#### **CURRENT:**

Employee Pays 10% of the annual medical premium ( $\$7,599.72 * 10\% = \$759.97$ ).

Employee Pays 100% of the annual premium for medical/dental/vision for their dependents.

PAID BY EPB:	Medical:	Current: \$ 6,840/year
	Deductible:	Current: \$ 2,000/year
	Dental:	Current: \$ 386/year
	Vision:	Current: \$ 51/year
TOTAL PAID by EPB:		\$9,277/year per Employee

#### **Approved:**

- **Renewal effective 12/01/2022**

Employee Pays 10% of the annual medical premium ( $\$7,895.28 * 10\% = \$789.53$ ).

Employee Pays 100% of the annual premium for medical/dental/vision for their dependents.

PAID BY EPB:	Medical:	Renewal: \$ 7,106/year
	Deductible:	Renewal: \$ 2,000/year
	Dental:	Renewal: \$ 386/year
	Vision:	Renewal: \$ 51/year
TOTAL PAID by EPB:		\$9,543/year per Employee

2023: For single coverage Medical/Deductible/Dental/Vision: it will cost the Borough \$9,543.00/Employee/Year

**Employee opt out program – Receive an opt out Payment \$7,000/year**

### **WAGES & PENSION:**

- Payroll: Projected Total Base Wages: \$592,000 (2022: \$595,000).
- Pension: Projected State Aid for 2023: \$29,700

**EPB 2022 STATE AID WAS RECEIVED 09/28/2022 FOR \$28,423.06 (projected \$28,500).**

Respectfully submitted by: Karen St. Clair, Borough Manager/Secretary



# EAST PETERSBURG BOROUGH

## 2023 BUDGET

<b>GENERAL FUND</b>			
<b>Revenues</b>			
Real Estate Tax		\$ 1,478,000.00	
Act 511 Taxes		\$ 727,000.00	
Licenses, Permits		\$ 50.00	
Cable TV Franchise		\$ 68,000.00	
Fines		\$ 8,000.00	
Interest, Rents		\$ 16,600.00	
State Shared Revenue		\$ 42,200.00	
Departmental Earnings		\$ 70,850.00	
Misc Revenue		\$ 2,400.00	
<b>TOTAL REVENUES:</b>			<b>\$ 2,413,100.00</b>
<b>Expenses</b>			
Administration		\$ 233,220.00	
Buildings		\$ 115,400.00	
Public Safety		\$ 124,100.00	
Planning/Zoning		\$ 147,700.00	
Highways, Roads, Streets		\$ 189,800.00	
MS4		\$ 123,400.00	
Parks & Recreation		\$ 186,000.00	
Insurances		\$ 69,200.00	
Payroll Tax Expense		\$ 27,000.00	
Interfund Transfers		\$ 1,116,000.00	
Miscellaneous-refunds, safety-fire		\$ 24,950.00	
<b>TOTAL EXPENSES:</b>			<b>\$ 2,356,770.00</b>
<b>TOTAL FUNDS AVAILABLE:</b>			
			<b>\$ 56,330.00</b>

**EAST PETERSBURG BOROUGH  
2023 BUDGET**

<b>WATER FUND</b>			
<b>Revenues</b>			
Metered Sales		\$ 900,000.00	
Penalties		\$ 4,500.00	
Meters purchased: Residential & Commercial		\$ 500.00	
Reconnect fees		\$ 1,700.00	
Fire Hydrants		\$ 650.00	
Certifications fees		\$ 1,200.00	
Act 205 Allocation-Pension (State Shared)		\$ 14,000.00	
Rental Income		\$ 80,000.00	
Sprinklers		\$ 2,600.00	
Misc: LASA meter readings, PA One calls		\$ 4,300.00	
<b>TOTAL REVENUES:</b>			<b>\$ 1,009,450.00</b>
<b>Expenses</b>			
Insurance: Vehicle, property, liability, wc		\$ 26,200.00	
Vehicle Expenses: gas & maintenance		\$ 23,300.00	
Employee Insurance		\$ 55,500.00	
Operating Costs		\$ 257,150.00	
Payroll Expenses		\$ 314,940.00	
Water & Sewer		\$ 60,700.00	
Interfund Transfers		\$ 210,000.00	
<b>TOTAL EXPENSES:</b>			<b>\$ 947,790.00</b>
<b>TOTAL FUNDS AVAILABLE:</b>			
			<b>\$ 61,660.00</b>



# EAST PETERSBURG BOROUGH 2023 BUDGET

<b>TRASH FUND</b>			
<b>Revenues</b>			
Trash Collection		\$ 501,790.00	
Penalties		\$ 4,000.00	
Trash Tags		\$ 1,400.00	
Sale of Recycling bins		\$ 900.00	
Grass tags		\$ 600.00	
Oversize Trash Tags		\$ 3,000.00	
Large Appliance Tags		\$ 300.00	
Leaf bags		\$ 2,860.00	
Rebate from LCSWMA		\$ 15,000.00	
Certification fees		\$ 1,200.00	
Grants		\$ 3,000.00	
Interest Earnings		\$ 2,000.00	
Act 205 Allocation-Pension (State Shared)		\$ 700.00	
Interfund Transfer		\$ 100,000.00	
Misc: Tire tags		\$ 15.00	
<b>TOTAL REVENUES:</b>			<b>\$ 636,765.00</b>
<b>Expenses</b>			
Employee Insurance		\$ 2,500.00	
Operating Costs		\$ 584,800.00	
Payroll Expenses		\$ 13,500.00	
Interfund Transfers		\$ 15,000.00	
<b>TOTAL EXPENSES:</b>			<b>\$ 615,800.00</b>
<b>TOTAL FUNDS AVAILABLE:</b>			
			<b>\$ 20,965.00</b>

EAST PETERSBURG BOROUGH  
2023 BUDGET

<b>PUBLIC SAFETY FUND</b>			
<b>Revenues</b>			
Interfund Transfer: police, emc, misc		\$ 883,000.00	
<b>TOTAL REVENUES:</b>			<b>\$ 883,000.00</b>
<b>Expenses</b>			
Public Safety-Police		\$ 807,300.00	
Additional Police Services		\$ 300.00	
Emergency Management Coordinator		\$ 23,000.00	
General		\$ 500.00	
<b>TOTAL EXPENSES:</b>			<b>\$ 831,100.00</b>
<b>TOTAL FUNDS AVAILABLE:</b>			<b>\$ 51,900.00</b>