

## **West Hanover Township Authority Budget Workshop Minutes**

**Wednesday October 13<sup>th</sup>, 2021 at 6:00 pm**

*10 Total in Attendance Including Board, Staff, In Person (2), Zoom (1)*

**1. Call to Order:** Mr. Fowler called the workshop to order at 6:03 pm

**2. Roll Call:** Mr. Geppert and Ms. Zimmerman were absent

### **3. Keystone 2021 Collections Report**

This was the same report the board received at the 10/6 monthly meeting.

### **4. Review Adjustments to Proposed 2022 Budget**

Mr. Gossert and Mr. Houck presented the proposed revisions to the 2022 expenditure budget to the board. The next meetings will focus on the revenue and rates. The budget and rate will be formally adopted at the December 1<sup>st</sup> meeting. The board has requested the following expenditure revisions to be made:

- WHTA Program Implementation will be increased to \$50,000 to cover the new permit and various expenses
- Reimbursement to Township Staff and Reimbursement to Dedicated Staff Costs will be combined. This encompasses a portion of the salaries of public works, Mike, Tim, Tara, Eileen, and Alexis.
- The street sweeper was increased to \$40,000 where it is 100% dedicated to storm water.
- JD Backhoe Lease, split 50/50 is \$7,600
- Tract Loader, split 50/50 is \$3,800
- MS4 BMPs 1 & 2 Design / Permit will be increased to \$180,000 knowing we have to pay upfront costs with PennVest then we will seek reimbursement.
- Public Officials Liability insurance will be combined with GL (general liability) and Umbrella Insurance.
- Training and travel will be consolidated

The board, Mr. Gossert and Mr. Houck discussed a reimbursement agreement with PennVest, the new website being funded through ARA funds, delaying the PennVest funding until the 2<sup>nd</sup> half of 2022 in hopes of having the COE assessment complete, bidding out some of the public work's projects as opposed to using our public works staff, timeliness of DEP returning permits, the Lakeside Project's permit expiration, and enforcement of notice of violation.

Future meetings will be geared towards revenue, delinquencies, and credits.

### **5. Additional Budget Workshop**

The board will be holding an additional budget workshop on Wednesday November 3<sup>rd</sup> at 5:30 pm prior to the monthly meeting.

Mr. Fowler will reach out to Light Heigel for an update on billable amounts. Then we will have HRG do an analysis on a potential rate reduction in the tiers. Light Heigel is still looking into if the census data is available and how that affects the non-urbanized area, which can potentially impact the revenue.

**6. Adjournment:**

A motion was made to adjourn. Moved by Mr. Fowler, seconded by Mr. Steinmeier. The budget workshop ended at 7:01 pm.

*Next Meetings:*

*Wednesday November 3<sup>rd</sup> at 5:30 pm (Budget Workshop) / 6:30 pm (Monthly Meeting)*

*Wednesday December 1<sup>st</sup> at 6:30 pm (Monthly Meeting)*