

HANOVER TOWNSHIP, LEHIGH COUNTY  
SPECIAL COUNCIL MEETING

October 18, 2022  
5:00 P.M.

Present: Councilmen Heimbecker, Lawlor, Rossi, Woolley, Paulus; Melissa A. Wehr; Vicky Roth

Absent: 0

Attendance: 1

Courtesy of the Floor: None.

New Business:

1. Public Hearing – Proposed 2023 Operating, Capital, Liquid Fuels, Water and Sewer Budgets (Review and Discussion)

The Township Manager opened the Budget with Liquid Fuels followed by Water and Sewer. If time allows, we move on to Capital Reserve and General Fund Revenue.

Liquid Fuels – Beginning balance is \$5,000. Interest is the big jump from last year to this year. Interest-wise, we are at 550% for the Budget for what I projected for this year. The State Allocation is increasing by about 1% next, but we are going to see a drop in revenue because of the State taking over Willowbrook Road.

Water - As of today, we are at 94% of the Budget from what we projected. The highlights in the Water Account are Revenue for interest is up which we did not project.

Sewer - Currently, we are approximately 30% over projected revenues budgeted for 2022. There was a huge uptake in interest in 2022 in comparison to 2021. In addition, the FOG inspections helped contribute to the current status of where we are with the Revenue. Currently, the Expenditures year-to-date were approximately 66% of Budget, and are on track but under budget for this category. The Water and Sewer Accounts, which are Enterprise Accounts, are monitored closely by the Public Works Supervisor and the Township Engineer. As Council knows, the Enterprise Funds are self-funded. We are trying to keep up with the improvements and keep the infrastructure where it should be and in good working condition so that way it's easier to have the expenses now than to have repairs which end up being costly in the future. The Public Works Supervisor said with the Capital improvements for Sewer involved replacing the clay pipe that's been existing from 50 years ago up to the plastic SDR 25 piping, which will last another 70 years, once installed.

Capital Reserve - To date, all Capital Reserve Programs have been funded except for the Sewer Account. There is approximately \$116,000 that is not funded in the Sewer Account yet. Other than an increase in Expenditures in the Stormwater Projects from July's hearing, all other Programs remain the same. Interest rates were low in 2021 and we've seen an uptick in 2022.

A Councilmember asked the Manager if we would be purchasing any new fire vehicles or anything else that needs to be bought. There was one slated for purchase in 2025, but her recommendation is to bump it back a few years. Her understanding is that those dates were projected target dates that could be adjusted as needed and her recommendation to Council is to bump them out a few more years.

The Public Works Supervisor said they are looking into putting in some additional equipment at Sherwood Park, i.e. handicap playground equipment. We have \$200,000 in the Capital Reserve set aside for this for next year. We may do it in bits and pieces depending on how bids come in and availability of funds.

A Councilmember questioned the Building Maintenance category. It shows it budgeted from \$200,000 to \$600,000. The Manager said the reason it was budgeted like this is that we took a hard hit this year in this category with all the improvements that were done down. This is a fund that was newly started up to build up for any maintenance at the buildings because of the age of the municipal buildings, i.e. the Municipal Building is already 10 years old and we are not sure what will come up with maintaining it. We did not anticipate redoing the roof at the Fire Company this year and/or the HVAC equipment. This fund had just started, and the Manager wanted to build it back up. The Public Works Supervisor said he got a cost analysis on replacing the main Municipal Building roof at \$240,000. The roof across the way is \$120,000.

### General Fund

Revenue - Deed Transfer Funds are at 503% of the Budget. Business Privilege Tax is up due to building permits, etc. and staff who have been diligent in making sure that anyone pulling permits has their business privilege license. The recommendation for next year's Budget is \$2,050,000. The Parking Lot Tax is the tax that we receive from people parking at the airport. Building Permits are up from what we projected, and we are projecting the same for 2023 from what we've seen in building permits for upcoming projects. Electrical Permits are up 400% from what we projected. Interest has done a huge turnaround from the previous year. Federal Entitlement to Government Units is a zero for 2023. This was money we earmarked for infrastructure for the sewer at Allendale which is where it will be used. In 2023, it will go down to zero. For the Recycling Grant category, we received \$21,000 and were anticipating \$17,000. The Public Works Supervisor pointed out that in 2021 it was very high because we received monies for the years 2019 and 2020. In Firemen's Relief Association, we projected that we would be receiving \$24,000 and received \$29,000. The Receipts and Sale of Equipment goes back and forth. This has been a cooperative effort from the entire staff.

Employee Dental/Health and Vision went up 3%. It was recommended to keep same insurance carrier and plan.

The residential ambulance service which the Township contributes to has been projected at \$36,000 from \$35,000, which is the annual subscription for residents in the Township. They can bill the resident if they have insurance, i.e. if their ambulance ride cost \$5,000 and their insurance pays \$2,000, the resident won't get billed for the difference. The ambulatory service is through Northampton Regional Emergency Services.

The Manager is projecting a 5% salary increase for employees. Cost of living this year is projected at 8.7%. Last year cost of living was 6.2%. The Chairman asked the Manager to explain why she recommends 5% for everyone and 9% for the Receptionist position. The Manager said it was unknown when the Receptionist would start which was April and she took her hourly wage up to April and calculated it by 5% for 2023. When the Township Clerk decides to cut back her hours, she and the Receptionist will switch positions. The recommendation for Code Enforcement Salaries has been bumped up to \$50,000. The Manager is looking to utilize them more. They are noticing more violations on their Township tours. They have taken on a lot more that is good for the Township, and she feels it needs to be rewarded.

Courtesy of the Floor: None.

Adjournment:

The meeting was adjourned at 5:58 P.M.

Respectfully submitted,

Melissa A. Wehr  
Township Manager