

HANOVER TOWNSHIP, LEHIGH COUNTY
SPECIAL COUNCIL MEETING

October 22, 2024
4:00 P.M.

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

Absent: J. Jackson Eaton, III, Esquire; Kevin Chimics, P.E.

Attendance: 0

Courtesy of the Floor: None

Approval of Minutes: None.

New Business:

1. Public Hearing – Proposed 2025 Operating General Fund, Capital, Liquid Fuels, Water and Sewer Budgets (Review and Discussion)

The Township Manager said, staff and I have diligently reviewed and prepared the numbers for the Proposed 2025 Budget presented to you and of which you have a copy of in front of you for tonight. This projection is a result of examining our financials regularly and continually throughout the year. She highlighted each fund.

Liquid Fuels – There are no changes to this Fund.

Water Fund – There are no changes to this Fund.

Sewer Fund - We will continue to monitor the LCA Act 537 updates regularly. We feel the numbers proposed in this Fund are steady from last year. There are no changes to this Fund.

Capital Reserve Fund – There are some changes in this Fund. Revenue – Highway Traffic Congestion Improvements, changes from \$300,000 for that line item to \$725,000. Township Parks changes from \$1,440,680 to \$2,090,680. Capital Reserve Building Maintenance changes from \$300,000 to \$525,000. Highway Traffic Congestion Improvements changes from \$150,000 to \$275,000.

The adjustments in the Capital Program are a result of extra funds we have, so I put the extra funds into Capital Improvements for future projects.

General Fund

Revenues – The Beginning Balance is projecting to be \$2,000,000. It is unusual to have such a high beginning balance. The parking lot tax is projected higher due to the Airport continuing to increase with revenue for next year.

The Revenues coming in are the D&L Grant amount which will be reflected in the Expenditures placed in a special account as required by the Grant.

The Water and Sewer Reimbursement line item includes the maintenance crew work performed throughout the year. It is higher due to the standard increases.

The interest are Interest on Investments received from PLGIT funds. I moved a lot of money into the PLGIT fund because we are getting more interest in the PLGIT fund than we get back at the bank. The current bank rate is approximately 2.6% and in PLGIT it is approximately 5%.

Expenditures - Postage Meter shows an increase due to the cost of stamps continuing to increase.

Data Management Initiative and IT/Computer Software Maintenance were combined for next year.

Legal Fees are increased due to future ordinance updates, etc.

The Municipal Building Loan Payback is removed since the Municipal Building Loan is paid off.

Fire Department funds. I transferred the numbers over that they requested. There remains information needed from Han-Le-Co. At this time, they are paying their own utility bills.

Planning and Zoning Department. Regarding the Comprehensive Plan Update, we are continuing with the Zoning and SALDO Ordinance updates.

In Emergency Management, I transferred the numbers over that were requested.

Highway Department. Regarding one of our Highway Equipment Operators, I will be putting together an ordinance since an employee will be going over the 5% increase due to receiving his wastewater license. If our employees have the wastewater license they do not have to subcontract with an engineer to fix any repairs that are needed to any of the wastewater lines. The Public Works Supervisor and his Crew Chief are certified. Once they leave employment or retire we would lose that and would have to spend more money going back to the engineer. This Equipment Operator got certified, which involved taking weeks of courses and a test. I put in an extra 50 cents per hour raise on top of the increase that the other employees are receiving. This is a good investment for Hanover Township.

Highway Vehicle Repairs and Maintenance is increased due to the age of our equipment/vehicle. We want to be sure we are covered for any major repairs if needed.

Recreation/Engineering Fees is new due to more projects in Recreation, i.e. pickleball and basketball courts at Sherwood Park. This is to keep better tabs on upcoming projects.

Miscellaneous Insurance includes increasing our cyber security to a \$2,000,000 coverage. This is due to the higher claim values which includes expenses paid and the fact that government entities continue to be targeted by cyber crime. This was a recommendation from our insurance agent and they did it as a blanket recommendation to all their municipal clients.

Miscellaneous-Garbage Recycling. We were able to extend the garbage contract earlier by one year. A lot of the municipalities garbage contracts are going through the roof. We can extend our contract from year 2025 to 2026. We have one more extension on that and hopefully things will calm down until we have to rebid it.

Finally, the Budget projection numbers may need to be adjusted prior to the Public Hearing to adopt the Budget. We will make any corrections where needed. This will be reflected in the Capital Program Amendment Resolution and the Budget Adoption Ordinance.

In summary, the Township is once again in a very strong financial position and we can say that we have no debt.

Courtesy of the Floor: None.

Adjournment:

The meeting was adjourned at 4:31 P.M.

Respectfully submitted,

Melissa A. Wehr
Township Manager