

**BOROUGH OF CARROLL VALLEY
JOINT MEETING/BUDGET WORKSHOP
Of BOROUGH COUNCIL and FINANCE COMMITTEE
TUESDAY, OCTOBER 18, 2022 – 7:00 P.M.
BOROUGH OFFICE**

MINUTES

Council President Richard Mathews called the meeting to order at 7:00 P.M. The attendance was as follows:

BOROUGH COUNCIL MEMBERS

Present

Richard Mathews
David Lillard
Bruce Carr
L. Michael Wight
Kari Buterbaugh
John Schubring

Absent

Jessica Kraft

BOROUGH OFFICIALS, ETC.

Ronald J. Harris, Mayor
David A. Hazlett, Borough Manager
Gayle Marthers, Borough Secretary
Richard L. Hileman, Police Chief

FINANCE COMMITTEE MEMBERS

Present

Sarah Skoczen
Ron Harris
Beth Cool
Frank Buhrman
Jason Shay

Absent

OPEN TO THE PUBLIC

No one addressed Council at this time.

2023 BUDGET WORKSHOP

Mr. Hazlett addressed the following areas:

- Thanked Borough Staff for their efforts to reduce current year expenses and cutting their budget requests as much as possible.
- 2022 Payoff of Municipal Building helps the capital budget
- EIT income continues to grow
- Housing market continues to be strong
- Tar & chip seal will continue to be used on the roads due to cost; but alternative technologies are being explored
- Police department changes in staffing affects the bottom-line budget
- The Zoning Officer position continues to be covered by Mr. Hazlett
- Personnel Costs include a COLA of 8.7%
- Capital Reserve Plan is on target with expected purchases in 2023 of two new police vehicles, a gang mower for Municipal Services, a zero-turn mower for the Parks Department and continued rehabilitation of the Municipal Services complex on Ranch Trail
- The Sanitary Sewer Budget does not call for a service fee increase at this time; if the upgrade project moves forward a rate hike may be instituted at a later date.
- The Budget as presented has no tax increase

Changes made from the Finance Committee's 1st Draft of the budget to the 2nd Draft presented at this meeting are:

- Life Insurance premium was added where it was missed
- Salaries of C. Weikert and C. Herring were changed following their agreeing to forgo their guarantee of \$5000 annually for the next 2 budget cycles in exchange for the 8.7% COLA
- Actual costs for Health Insurance Premium has been added

The following accounts were discussed or changed:

- Account # 01-301-100: Increased to \$1,029,848
- Account # 01-310-210: Increased to \$691,789
- Account # 01-362-410: Building Permits represent Well and Driveway Permits
- Account # 01-400-113: Offer by a Council Member to waive their salary stipend resulted in asking each Member to let Mr. Hazlett or Ms. Marthers know if they are interested in forgoing their salary in 2023. Mr. Hazlett reminded Members that if a member requested their stipend during the fiscal year; the Borough would be obligated to pay it by Pennsylvania Code. Members acknowledged the requirement.
- Account # 01-410-120: Police Department Salaries corrected to include salary for 3rd officer
- Account #;s 01-438-241 thru 01-438-384: Moved to Liquid Fuels Budget

Discussion Included:

- F. Buhrman acknowledged Mr. Hazlett's work with the county EIT collections over the years to accomplish the increases that we have now.
- Ideas expressed to overcome the leave liability that the borough faces

NEW BUSINESS

Requests for Funding:

- Hoffman Home for Youth: denied due to limitations of the Borough Code
- SPCA: denied at this time
- Office for the Aging: denied at this time

***M. Wight moved; D. Lillard seconded that the Budget Workshop scheduled for Tuesday, October 25, 2022 be cancelled. Motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 8:48 P.M upon a motion by M. Wight and seconded by D. Lillard which passed unanimously.

ATTENDANCE REGISTER

The Attendance Register is attached, numbered Page 3 and made a part of the Official Minutes.

Gayle R. Marthers, Borough Secretary