

APPROVED

**Hamilton Township Budget Minutes**  
07/26/2022

Meeting was called to order at 7:00 PM by Stephanie Egger

In Attendance:

Stephanie Egger, Jessica Baim, Jeremy Smith, Michael A. Strausbaugh, Brian Campbell, Jim Graham, and Ronald L. Weidner.

Approval of Agenda as presented:

*A motion to approve the agenda was made by Ronald L. Weidner, with a second made by Jeremy P. Smith. Motion was approved unanimously.*

Approval of Minutes:

*Upon review of the meeting minutes of April 20, 2022, a motion to approve was made by Jeremy P. Smith and a second by Michael A. Strausbaugh. Motion was unanimously approved.*

Minutes:

1. Review balance sheet: Stephanie Egger provided the balance sheet to the committee. Brian Campbell questioned impervious surface for roads. Stephanie Egger reminded that liquid fuels are for roads and impervious surface is for stormwater. Brian Campbell reviewed the Township currently has \$880,000.00 in unallocated funds which are for the bridges. Ronald L. Weidner informed that FEMA is moving up to the next level of evaluation of Home and Protectory bridges for FEMA repayment for bridges. The roadway will stay as it is for Protectory Road once the bridge is replaced. The bridges for Home Road and Protectory Road should start by end of August. Brian Campbell asked if Hamilton Township has anything in writing. Stephanie Egger informed we only have email communications from Paradise Township and not directly from FEMA. Stephanie Egger presented a complete list of CDs which are categorized, and all the liability CDs are not money the Township owes. This would be in case residents don't do required work totaling \$ 117,000.00 which \$100,000.00 is for the Township loader. Brian Campbell questioned when the loader would be paid off? Stephanie Egger informed in two years and then those funds will be available to use within the general funds.
  
2. Review Profit and Loss Report Statement: Brian Campbell indicated that everything looked right in line with this time of year. Brian Campbell was surprised by the interest jump up in the trust accounts and cd's. Brian Campbell asked about code 367.21 for \$49,500.00? Stephanie Egger informed that came through Pine Run which is putting in 31 lots this will be for parks and recreation. Stephanie Egger reminded that the Township has helped with Crosskeys Park, and the East Berlin Community is coming into the Township. Brian Campbell asked with them being nonprofit if the Township will obtain real estate taxes or other taxes. Stephanie Egger informed that no taxes unless possible event permit fees. Stephanie Egger informed the committee that the Township has a new solicitor Melissa Kelso as Tomasko moved to Florida. Michael Strausbaugh questioned 406 Covid-19 is that being taken out of ARPA funds? Stephanie Egger informed that has been done through the general fund and that was before ARPA was restricted

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and now ARPA funds can be used for Covid-19 wages. Stephanie Egger informed the Township went for the flat allocation which allows to be used for anything except making debt, paying towards debt, or pension. ARPA funds need to be used by end of 2024. Jeremy P. Smith questioned 407.31 why is that overbudget? Stephanie Egger informed that was for computer processing when repairs were done. Jeremy P. Smith questioned mileage reimbursement? Stephanie Egger informed all employees are reimbursed since using personal vehicles. The rate went up to \$.625 for rest of 2022. Brian Campbell questioned the salt? Ronald L. Weidner informed the Township has lowered to 60 ton this year and have the sheds full. Brian Campbell informed the Township is 35% over budget expenses and at 65% of the income the Township is normally around at this time of year.

3. Begin review process for Revenues 2023: See attached Revenues sheet.
4. Review Projected Wages for 2023: Michael A. Strausbaugh informed the Board of Supervisors did not have the chance to have the meeting to discuss wages. Ronald L. Weidner informed discussion could happen at this meeting as he feels the Township has good staff and to keep everyone \$1.00 increase or cost of living (10%) should occur. Michael A. Strausbaugh informed he will not go along with that and questioned Jeremy P. Smith on his thoughts. Jeremy P. Smith informed he calculated 3% the cost of living and that would come out to \$.67 but would be easier to round up to \$.75 across the board. Brian Campbell questioned if the Township is losing anyone and Tony Long will be retiring at the end of year. Brian Campbell asked if the Township is looking to replace him? Ronald L. Weidner informed yes, to have a part time worker not a full-time worker. *A motion to approve \$.75 wage increase for 2023 was made by Michael A. Strausbaugh with a second by Jeremy P. Smith. Ronald L. Weidner voted no. Motion was approved.*
5. Distribute review for Expenses 2023: Stephanie Egger provided the Expenses 2023 spreadsheet to review and start at the August Budget meeting.

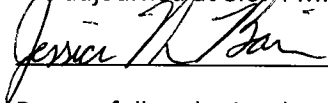
Comments and Suggestions: None

Note: ARPA funds were not distributed in June and there is no confirmation as to when the funds will be disbursed. There is question amount the legislators, should the fund be disbursed in two segments.

Next meetings: Tuesday, August 23<sup>rd</sup> @ 7 PM

*Motion to adjourn was made by Ronald L. Weidner and second by Michael A. Strausbaugh. The vote was unanimous to adjourn.*

We adjourned at 8:07 PM.



Respectfully submitted

Jessica Baim, Assistant Secretary