

## MINUTES

### NOVEMBER 4, 2015 – SPECIAL BUDGET MEETING

#### LOWER SWATARA TOWNSHIP BOARD OF COMMISSIONERS

The November 4, 2015 Special Budget Meeting of the Lower Swatara Township Board of Commissioners was called to order at 6:00 P.M. by President Thomas L. Mehaffie III. President Mehaffie called for the pledge of allegiance followed by a moment of silence.

Roll call was taken with the following officials in attendance:

- Thomas L. Mehaffie III, President
- Jon G. Wilt, Vice President
- Laddie J. Springer, Secretary
- Michael J. Davies, Assistant Secretary
- Dominic D. DiFrancesco II, Commissioner (arrived at 6:43 P.M.)
- Samuel D. Monticello, Township Manager
- Peter R. Henninger, Solicitor
- Erin G. Letavic, HRG, Engineer
- Robert S. Greene, Planning and Zoning Coordinator
- Richard D. Brandt, Police Chief
- Daniel L. Wagner, Public Works Superintendent
- Jean R. Arroyo, Recording Secretary

Residents and visitors in attendance:

PLEASE SEE ATTACHED SIGN-IN SHEET

President Mehaffie welcomed everyone to this evening's Special Meeting, which is to publicly review a preliminary draft of the 2016 General Fund Budget document (as attached). He added that during this presentation, the public is welcome to interject at any time with questions or concerns. He turned the floor over to Commissioner Davies, Budget & Finance Chairman.

Commissioner Davies stated that he will be highlighting the budget categories that are projecting significant changes from last year.

Revenues were reviewed. The first section, Real Estate Taxes, does not anticipate a change in property taxes. The Local Tax Enabling Act 511 Tax category shows a very modest increase. President Mehaffie explained that the Township collects \$10 for the Per Capita Tax and \$25 for

the Occupation Tax. The Real Estate Transfer Tax is from property sold in the Township. The Earned Income Tax is levied at 1.75%; of this, the Township receives .50%. The Local Services Tax is a flat rate tax of \$52.

The Operating Grants category will increase. This includes a grant through the Tri-County Regional Planning Commission for update of the Comprehensive Plan. The grant was awarded for \$49,580 of which \$9,195 was expended in 2015. The remaining balance will be used towards costs incurred during 2016. The Greenways/Trail grant for \$190,000 is a state grant that will be used towards improvements to the Old Reliance Park and Shope Gardens Park. The Township will be responsible for a \$60,000 cash match. Commissioner Davies stated that he would like to commend the engineers and staff who pursued the grants and submitted the required paperwork. President Mehaffie asked Commissioner Davies to explain the School Resource Officer Grant. Commissioner Davies explained that this is a 75% reimbursement of the salary and benefits for the police officer who operates within the Middletown Area School District and provides protection at the High School during the school season.

The Public Safety category is down a bit. Building permit revenues are down slightly since many of the larger projects are wrapping up.

The Miscellaneous Revenue category is up. This includes \$1,500 from Right to Know costs, \$67,187 from State Aid Fire Department Relief, and \$211,725 from General Municipal Pension System State Aid. Commissioner Davies explained that this year, the pension aid is being showed as a revenue rather than a pass-thru payment for bookkeeping purposes.

The Interfund Operating Transfers Category is up. \$265,724 will be transferred from the Capital Reserve for payoff as of January 31, 2015 for the Municipal Building Debt (total debt of \$405,933.13). Commissioner Davies explained that with the low interest received on the money in the accounts, it is better to pay off the mortgage which carries a higher interest rate. He added that paying this off will help the Township's credit rating and allow it to obtain a good borrowing rate when it undertakes future projects, such as stormwater and street improvements. Commissioner Davies stated that the Township has some serious infrastructure challenges, due to an aging system of stormwater inlets and pipes that are deteriorating. This category also shows a transfer from OPEB, which has to do with payment of post-retirement health care benefits. The Township has a separate fund to deal with this; it has been in place for years and is fully funded. In previous years, the Township was paying the post retirement benefits from the

General Fund even though this separate fund was set aside for that purpose. Now they will be paid from this fund. This category also shows \$266,402 of Liquid Fuels money that will be transferred for some street projects.

President Mehaffie stated that these are the revenues and asked if there were any questions.

Carolyn Lutz referenced remarks about the Township's credit rating going up with early loan payments, and asked what the rating is now and what it will go up to by paying off this debt. President Mehaffie responded that the Township already has a very good credit rating; the staff will check on the specifics and get back to her. He added that it is just good business sense to pay off the building since it is always better to have less debt, and what the Township is earning on the money is not significant. Ms. Lutz stated that she is not disputing this, but was just interested on the impact it would have on the credit rating

Ms. Lutz also questioned the School Resource Officer, and asked if the High School is in Lower Swatara Township, and that is why it is responsible for this position rather than the Borough of Middletown. Commissioner Davies confirmed that the High School is in Lower Swatara Township. President Mehaffie explained that School District is actually responsible for the payment, not the Township. What is shown is a revenue. The Township gets reimbursed for the eight months that the Resource Officer is at the High School. Vice President Wilt added that Lower Swatara Township, Middletown Borough, and Royalton Borough are all in the Middletown Area School District, so all three share costs.

Commissioner Davies summarized that revenues are projected at \$6,066.407. Last year, they were projected at \$4,955,500. Higher revenues are due to the fact that items such as state pension aid is now shown as a revenue source. The Township is now budgeting more like a business by showing all revenues in and expenses out, which is more reflective of monetary activity. In previous years, pass thru items were not shown on the budget. Commissioner Davies noted that the Board is trying to be as transparent as possible.

In response to a question from Ms. Lutz, Commissioner Davies explained that the delinquent tax categories are projections by the collection agencies based on past trends. Ms. Lutz asked if the Township also has concerns about delinquencies in the utilities, such as sewer billings. President Mehaffie confirmed that the Municipal Authority meets on November 23 and will go over that. He noted that he is a member of the Authority board, and can confirm that it

does an excellent job in collections of delinquent sewer accounts. He did stress, however, that there are only certain times of the year that the Municipal Authority can force payment of delinquent bills, since it is not legal to shut off water in the winter months.

Expenditures were reviewed. The Legislative Body is projected at \$111,290, which is up slightly. Part of the reason for the increase is that \$35,000 for engineering services was moved into this category. There is also a small increase in order to do a spring and fall newsletter. President Mehaffie explained that the Township does maintain a website and Facebook page, but realizes that some residents do not have computer access.

The Executive category shows a 3% increase for the Township Manager. Commissioner Davies explained that in the past, the increase was usually 2% for staff. This budget reflects a 3% increase across the board for staff. President Mehaffie explained that over the past few years, the Township has been short staffed, and these employees have done an outstanding job. The Board felt this would be a good year to show its appreciation with a 3% increase. He noted that without staff, there is no Township. Commissioner Davies added that the retirement category for this, and other staff positions, has increased because the state aid portion is now being excluded.

The Financial Administration category shows an increase; the department has increased from one employee to two employees. A Financial Administrator and Accountant are included in this budget. Vice President Wilt added that for several years, the Township has had both positions filled. However, last year saw a retirement and the department was running without the second individual. Commissioner Davies added that this category also includes an increase in auditing services in order to confirm that everything is in line.

The Human Resources category is a new category. The Police Secretary will be utilized to do human resource work, and a \$2,000 stipend was added for her to undertake these duties.

The General Government Buildings and Plant category shows a significant increase due to paying off the municipal building (\$405,933) and also paying for a new air conditioning unit (\$15,000). There are several aging units that serve the building and they will be replaced one unit at a time.

The Police category budgets for replacement of one officer. It includes a 3% increase for the Chief and Secretary. However, the collective bargaining agreement with the police calls for

more significant raises for the police officers. Also budgeted under this category is one new police cruiser.

The Fire category now shows \$67,187 to the State Aid Fire Department Relief Fund. Again, this is a pass-thru. The Township is also helping the Fire Department by funding an audit. Cost is \$7,000, and this is usually done every five years.

There are not many changes in the Protection and Inspection category, except for expenses for digitizing code services.

The Planning and Zoning category is reduced a bit due to moving engineering costs to the legislative category, as previously mentioned.

The Emergency Management category reflects the purchase of a \$2,400 computer and monitor, but this is also reimbursed through a grant thanks to the efforts of Alan Knoche, EMA Director.

There is no change in the Health category. Commissioner Davies stated, however, that the Township does hope to reduce the cost of animal control services in the future by working with a trap/neuter/release program.

President Mehaffie explained that the Sanitation category is actually a pass thru account for the Municipal Authority wages and there is no expense to the Township.

Highway Maintenances – General Services shows the same number of full time positions, and two part time (seasonal) positions. It reflects the \$79,234 payoff of the Freightliner truck to save on interest. President Mehaffie added that mechanic Rodger Mason plans to do another truck bed repair. This time it will be the 1990 dump truck, so \$10,000 is budgeted for this. John Weikel asked if the Township could use Liquid Fuels to pay off the truck. President Mehaffie explained that the Township would rather use Liquid Fuels for asphalt. In fact, it dedicates all its Liquid Fuels for asphalt. Commissioner Davies continued that this category also shows purchase of a diagnostic machine. The cost will be split with the Police Department. Commissioner Davies added that he failed to mention that the cost of gas will also increase. Chief DeHart asked if the Township will be changing over to the higher octane gas. President Mehaffie explained that Mr. Wagner is presenting looking into the costs and benefits of doing so. Chief DeHart added that the new boat requires the high test, so the Fire Department has had to go elsewhere for its fuel. It would be more convenient to be able to fuel up at the Township's facilities.

Highway Maintenance – Snow and Ice Removal has increased significantly. The overtime budget was increased, since the amount budgeted previous years was not enough. Commissioner Davies added that if Mr. Wagner was not doing double duty as Superintendent and plow truck driver, it would be even more. He thanked him for his efforts. Salt has skyrocketed too. Instead of \$45,000, the Township is budgeting \$90,000 for this.

The Traffic Signals and Street Signs category includes \$7,000 for a new GIS layer for a Township sign inventory. Mr. Wagner added that this actually a federal mandate, and it must be done.

Maintenance/Repairs to Highways and Bridges was also increased, since last year's budget was found to be short. This category includes funding for crack sealing.

The NPDES/MS4 category is up slightly, and includes \$10,000 for the Strites Road Grant match requirement.

The Culture and Recreation category will include a \$10,000 donation to the Olmsted Recreation Board. This amount was agreed upon by all three member municipalities and the School District. President Mehaffie explained that this was not funded the last couple years, although previous years had seen a contribution of around \$20,000. It is hoped that the \$10,000 contributions will keep it moving forward and help make it a better organization.

The Parks category has increased, and includes a \$60,000 cash match for the Greenways/Trails Grant (\$190,000). President Mehaffie explained that the grant will address the Shope Gardens Park and the Old Reliance Park.

The Debt Principal category consists of a \$6,985 Mitel Phone System which the Township leases.

The Insurance category includes a 5% estimated increase in several insurance categories.

Total expenditures are projected at \$6,066,407.

President Mehaffie stated that the Board is proud to say this budget does not call for a tax increase. He thanked Commissioner Davies and the staff for their efforts during the process. He noted that this is the first time since he's been on the Board over the past six years that the Township did not have to transfer funds to balance the budget. President Mehaffie explained that there are some revenue transfers, but they are to pay off the building and the truck, and what is being moved is only about ½ of that figure, or \$265,724. This is a very good, solid budget.

Commissioner Davies assured the public that the Township is not emptying out its piggy back when it comes to the Capital Reserve Fund. There are still substantial funds in that account.

PUBLIC COMMENTS:

Nancy Avolese, 1451 N. Union St., asked if this budget includes the series of road projects that Mr. Wagner had discussed a few meetings ago. President Mehaffie stated that some road work is included, but this budget does not include the long range plans that Mr. Wagner had presented. Commissioner DiFrancesco stated that the bottom line is that the roads are getting way behind, and must absolutely be addressed. However, the Township wants to do a complete evaluation of what is needed. Mr. Wagner and Ms. Letavic have been working hard to come up with a plan. This will indeed have a significant impact on the budget. President Mehaffie added that there are many different ways to fund these road and stormwater projects, including PennVest grants, county infrastructure loans, etc. Commissioner Davies explained that it will take time to work on a finance package that will cost the least amount of money in terms of interest. Mr. Avolese applauded the Board for the budget presented.

Roger Giberson, Woodridge Drive, asked how much the Township has in the Capital Reserve Fund. President Mehaffie agreed to obtain this figure for him.

ADJOURN:

With no further business to discuss, a motion was made by Commissioner DiFrancesco, seconded by Commissioner Davies, to adjourn the meeting. The meeting adjourned at 7:22 P.M.

ATTEST:

  
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Jean R. Arroyo, Recording Secretary



LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

REVENUE

REAL PROPERTY TAXES

2015 ADOPTED

As of: Oct 2016  
21,2015

PROPOSED

NOTES

01-301-100	REAL ESTATE TAXES--CURRENT YEA	\$2,025,000	\$1,987,567	2,031,000.00	2016 projection of 664,813,500 assessed taxable value (provided by Dauphin County)
01-301-200	REAL ESTATE TAXES - PRIOR YEAR	\$0	\$0	0.00	
01-301-400	REAL ESTATE TAXES - DELINQUENT	\$70,000	\$56,146	70,000.00	
01-301-500	REAL ESTATE TAXES FIRE PROTECT	\$305,400	\$297,391	306,200.00	2016 projection of 664,813,500 assessed taxable value (provided by Dauphin County)
01-301-550	REAL ESTATE DEL FOR FIRE DEPT	\$6,600	\$13,287	6,600.00	
		<b>\$2,407,000</b>	<b>\$2,354,390</b>	<b>\$2,413,800</b>	

LOCAL TAX ENABLING ACT 511 TAX

01-310-010	PER CAPITA - CURRENT YEAR	\$37,000	\$22,013	30,000.00	Estimates provided by Berkeheimer. The Township collects \$10.
01-310-020	PER CAPITA - PRIOR YEAR	\$0	\$0	0.00	
01-310-030	PER CAPITA - DELINQUENT	\$6,800	\$4,636	5,000.00	Estimates provided by Berkeheimer. Township collects \$11 (\$10 tax + \$1 delinquent fee).
01-310-100	REAL ESTATE TRANSFER TAX	\$175,000	\$604,478	200,000.00	Levied at 2%. The state receives 1% and the other 1% is split evenly between the township and the school district.
01-310-200	EARNED INCOME TAXES	\$910,000	\$785,021	1,050,000.00	Keystone projection \$1,090,000. The tax is levied at 1.75%. Of this the Township receives .50% and the school district receives the remaining 1.25%.
01-310-300	EARNED INCOME TAX PRIOR YEARS	\$0	\$0	0.00	
01-310-410	OCCUPATION TAX - CURRENT YEAR	\$78,000	\$44,127	58,000.00	Estimates provided by Berkeheimer. The Township collects \$25.
01-310-420	OCCUPATION TAX - PRIOR YEAR	\$0	\$0	0.00	
01-310-430	OCCUPATION TAX - DELINQUENT	\$12,000	\$10,284	10,000.00	Estimates provided by Berkeheimer. The Township collects \$27.50 (\$25 tax + \$2.50 delinquent fee).
01-310-600	LOCAL SERVICES TAX	\$325,000	\$264,370	345,000.00	Keystone projection \$345,000. The flat rate tax is \$52. The Township collects \$47 and the remaining \$5 is the school district's portion.
01-310-650	LOCAL SERVICE TAX PRIOR YEARS	\$0	\$0	0.00	
		<b>\$1,543,800</b>	<b>\$1,734,930</b>	<b>\$1,698,000</b>	

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

BUSINESS LICENSES & PERMITS

01-321-340	MOBILE HOME PARK PERMIT	\$1,700	\$1,966	\$1,700	
01-321-350	HOME OCCUPATION PERMITS	\$1,500	\$1,350	\$1,400	Lost 2 in-home occupancies in 2015
01-321-610	TRANSIENT RETAILERS	\$100	\$50	\$100	
01-321-700	SARAA PATRON PARKING TAX	\$184,000	\$124,417	\$200,000	
01-321-800	FRANCHISE FEES	\$130,000	\$48,115	\$130,000	The franchise fee is a rental charge not a tax. Both Comcast and Verizon are responsible to pay the Township this fee under Section 622 of the Cable Communications Act.
		<b>\$317,300</b>	<b>\$175,899</b>	<b>\$333,200</b>	

NON BUSINESS LICENSE & PERMITS

01-322-820	STREET ENCROACHMENT	\$1,500	\$2,735	\$1,500	
		<b>\$1,500</b>	<b>\$2,735</b>	<b>\$1,500</b>	

FINES

01-331-110	VEHICLE CODE VIOLATIONS	\$47,000	\$25,229	\$47,000	
01-331-120	ORDINANCE VIOLATIONS	\$12,000	\$7,590	\$12,000	
		<b>\$59,000</b>	<b>\$32,819</b>	<b>\$59,000</b>	

INTEREST EARNINGS

01-341-000	EARNINGS FROM INVESTMENTS	\$4,000	\$5,062	\$7,600	
01-341-200	DIVIDEND INCOME	\$0	\$0	\$0	
		<b>\$4,000</b>	<b>\$5,062</b>	<b>\$7,600</b>	

RENTS AND ROYALTIES

01-342-000	RENTAL OF TOWNSHIP PROPERTY	\$25	\$75	\$25	
		<b>\$25</b>	<b>\$75</b>	<b>\$25</b>	

INTERGOVERNMENTAL REVENUES

01-350-010	PAYMENTS IN LIEU OF TAXES	\$0	\$1	\$0	
		<b>\$0</b>	<b>\$1</b>	<b>\$0</b>	

ST SHARED REV & ENTITLEMENTS

01-355-010	PUBLIC UTILITY REALTY TAX	\$4,500	\$5,818	\$5,000	
01-355-080	BEVERAGE LICENSES	\$1,250	\$1,650	\$1,250	
		<b>\$5,750</b>	<b>\$7,468</b>	<b>\$6,250</b>	

LOCAL GOVT CAP & OPER GRANTS

01-357-050	SOLID WASTE RECYCLING GRANT	\$15,000	\$13,928	\$14,000	Monies received based on the Township's performance. The more tonnage that is recycled the more grant money received.
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LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-357-150	COUNTY GRANTS	\$5,000	\$0	\$0	\$2,400	ACT 147 FUNDS
01-357-155	MISC GRANTS	\$0	\$0	\$0	\$500	Susquehanna Municipal Trust (PW sign stands-\$364 and cones \$630). \$500 match required
01-357-156	GRANT SO CENTRAL TASK FORCE	\$0	\$0	\$0	\$0	
01-357-157	GREENWAYS/TRAILS GRANT	\$0	\$0	\$0	\$190,000	Improvements to Old Reliance Park and Shope Gardens Park. Twp. Responsible for \$60,000 cash match.
01-357-158	COMPREHENSIVE PLAN GRANT	\$0	\$0	\$0	\$40,386	Comprehensive Plan Update grant through Tri-County Regional Planning Commission. The grant was awarded for \$49,580 of which \$9,195 was expended in 2015. The remaining balance will be used towards costs incurred during 2016.
01-357-160	FEDERAL/STATE/OTHER GRANTS	\$0	\$0	\$0	\$0	
01-357-410	SRO SCHOOL RESOURCE OFFICER	\$49,805	\$0	\$0	\$52,000	75% reimbursement of salary and benefits for Jonathon Miller
		<b>\$69,805</b>	<b>\$13,928</b>	<b>\$299,286</b>		

GENERAL GOVERNMENT FEES

		2015 ADOPTED	As of: 21,2015	Oct 2016	PROPOSED	NOTES
01-361-300	ZONING PERMITS	\$3,800		\$3,230	\$5,000	proposed fee adjustment
01-361-310	SUBDIVISION AND LAND DEVELOPME	\$55,000		\$30,243	\$50,000	SALDO application fees & engineer exp/reimb
01-361-313	REIMBURSEMENT FROM DEVELOPERS	-		-		NEW CATEGORY
01-361-315	STORM WATER MGMT	\$7,500		\$9,372	\$5,000	SWM application fees & engineer exp/reimb
01-361-340	ZONING HEARING BOARD FEES/ZONI	\$3,500		\$563	\$2,000	
01-361-350	CODE HEARING BOARD FEES	\$0		\$500	\$500	
01-361-400	STAFF REVIEW FEES	\$2,500		\$1,172	\$2,500	SALDO (subdivision and land development) and SWM (storm water management) plan review fees
01-361-500	SALE OF MAPS & PUBLICATIONS	\$200		\$100	\$200	
01-361-640	CONTRACTED SERVICES - AUTHORITY	\$0		\$0	\$0	
		<b>\$72,500</b>		<b>\$45,180</b>	<b>\$65,200</b>	

PUBLIC SAFETY

01-362-110	SALE OF REPORTS	\$1,200		\$1,402	\$1,200	
01-362-410	BUILDING PERMITS	\$124,500		\$86,768	\$98,600	
01-362-420	ELECTRICAL PERMITS	\$2,425		\$3,341	\$2,250	
01-362-430	PLUMBING PERMITS	\$1,200		\$4,639	\$1,200	
01-362-440	SEWAGE PERMITS/PLANNING MODULE	\$500		\$900	\$500	
01-362-445	DCED FEE	\$0		\$244	\$0	
01-362-450	USE & OCCUPANCY PERMITS	\$100		\$375	\$250	

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-362-460	FIRE PROTECTION PERMITS/INVEST	\$60	\$25	\$25	
01-362-470	MOBILE HOME PERMITS	\$2,000	\$1,025	\$600	
01-362-480	POLICE SERVICES	\$0	\$0	\$0	
		<b>\$131,985</b>	<b>\$98,719</b>	<b>\$104,625</b>	

HIGHWAY AND STREETS

01-363-510	CONTRACTED SNOW REMOVAL WORK	\$17,035	\$0	\$17,057	Refund from PennDot for snow removal on portions of 3 state roads. The monies are received at the end of each calendar year.
01-363-520	DEPARTMENTAL EARNINGS	\$0	\$0	\$0	
01-363-530	SOLID WASTE PERMIT FEES	\$2,000	\$1,727	\$2,000	Administrative fees associated with the costs of administering the Solid Waste and Recycling Program. The fee is \$8 per year per residential unit.
01-363-540	ADMIN FEE FOR SOLID WASTE	\$19,000	\$8,934	\$19,000	
		<b>\$38,035</b>	<b>\$10,661</b>	<b>\$38,057</b>	

HEALTH AND SANITATION

01-364-650	DOG LICENSES	\$100	\$0	\$0	
01-364-700	TRASH BAG FEES	\$0	\$1,562	\$0	Pass-thru account for collection of trash bag sales. Payment made to Penn Waste for the tags.
		<b>\$100</b>	<b>\$1,562</b>	<b>\$0</b>	

RECYCLING CAN SALES

01-365-200	RECYCLING CAN SALES	\$0	\$0	\$0	
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

MISCELLANEOUS REVENUE

01-380-000	MISCELLANEOUS	\$75,000	\$51,363	\$280,412	\$1,500 Right to Know costs, \$67,187 State Aid FD Relief, \$211,725 General Municipal Pension System State Aid.
01-380-100	HEALTHCARE REIMBURSEMENT/BENECON	\$0	\$0	\$90,000	Benecon Reimbursement of unused health insurance
01-380-200	UNREALIZED GAIN ON INVESTMENTS	\$0	\$0	\$0	
		<b>\$75,000</b>	<b>\$51,363</b>	<b>\$370,412</b>	

CONTRIBUTIONS AND DONATIONS

01-387-000	CONTRIBUTIONS & DONATIONS	\$0	\$0	\$0	
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

PROCEEDS-GENL FIXED ASSET DISP

01-391-100	SALE OF SUPPLIES & EQUIPMENT	\$3,000	\$0	\$0	
		<b>\$3,000</b>	<b>\$0</b>	<b>\$0</b>	

2015 ADOPTED      As of:      Oct 2016      PROPOSED      NOTES

21,2015

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

\$3,000                      \$0                      \$0

INTERFUND OPERATING TRANSFERS

01-392-000	INTERFUND TRANSFER	\$0	\$0	\$0	
01-392-290	TRANSFER FROM CAP IMP	\$0	\$1,000	\$0	
01-392-300	TRANSFER FROM CAPITAL RESERVE	\$0	\$0	\$265,724	Pay off as of January 31, 2015 Municipal Bldg (\$405,933.13)
01-392-350	TRANSFER FROM HIGHWAY FUND	\$226,700	\$0	\$266,402	Liquid Fuels Act 555
01-392-490	TRANSFER FROM RECREATION FUND	\$0	\$0	\$60,000	In-kind services( \$60,000 cash match) Greenways/Trails.
01-392-660	TRANSFER FROM OPEB	\$0	\$0	\$77,327	Pay post retirement benefits
		<b>\$226,700</b>	<b>\$1,000</b>	<b>\$669,453</b>	

PROCEEDS GENL LONG-TERM DEBT

01-393-300	INCEPTION OF LEASE PURCHASE	\$0	\$0	\$0	
		\$0	\$0	\$0	

REFUNDS PRIOR YR EXPENDITURES

01-395-000	REFUND OF PRIOR YEAR EXPENSE	\$0	\$0	\$0	
		\$0	\$0	\$0	
	<b>TOTAL REVENUE</b>	<b>\$4,955,500</b>	<b>\$4,535,789</b>	<b>\$6,066,407</b>	

EXPENDITURE

LEGISLATIVE BODY

As of:                      Oct 2016  
2015 ADOPTED                      21,2015                      PROPOSED                      NOTES

01-400-110	SALARIES COMMISSIONERS	\$12,500	\$9,375	\$12,500	
01-400-161	PAYROLL TAXES	\$956	\$717	\$956	
01-400-310	LEGAL SERVICES	\$45,000	\$26,361	\$35,000	
01-400-315	ENGINEERING SERVICES- TWP	\$0	\$0	\$35,000	MOVED FROM 414.312
01-400-320	INTERMUNICIPAL CABLE TELEVISIO	\$0	\$0	\$0	
01-400-340	ADVERTISING & PRINTING	\$3,500	\$2,500	\$3,500	
01-400-350	INSURANCE & BONDING	\$2,620	\$3,204	\$3,364	5% INCREASE Public Officials & Mgmt. Liability
01-400-351	PROP & LAB INSURANCE	\$0	\$0	\$0	
01-400-420	DUES & MEMBERSHIP	\$5,250	\$5,240	\$5,250	
01-400-450	CONTRACTED SERVICES	\$720	\$600	\$720	
01-400-470	GENERAL EXPENSE	\$11,000	\$2,022	\$15,000	Spring and Fall Newsletters
		<b>\$81,546</b>	<b>\$50,019</b>	<b>\$111,290</b>	

EXECUTIVE

01-401-120	SALARY	\$91,800	\$77,415	\$94,554	3% salary increase
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LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-401-155	RETIREMENT PAYOUTS	\$0	\$0	\$0	\$0	
01-401-156	EMPLOYEE BENEFITS	\$19,360	\$17,591	\$20,076		
01-401-157	OPEB	\$14,700	\$12,567	\$15,244		Post Retirement Health Insurance
01-401-161	PAYROLL TAXES	\$7,090	\$6,363	\$7,700		
01-401-200	MATERIALS & SUPPLIES	\$300	\$124	\$300		
01-401-320	COMMUNICATION	\$2,000	\$823	\$1,700		Comcast & Cell phone
01-401-330	TRANSPORTATION	\$200	\$26	\$200		
01-401-350	BONDING	\$350	\$350	\$350		
01-401-351	PROP & LIAB INSURANCE	\$0	\$0	\$0		
01-401-354	WORKERS COMP INSURANCE	\$266	\$266	\$270		
01-401-355	AUTO INSURANCE	\$0	\$0	\$0		
01-401-420	DUES & MEMBERSHIPS	\$150	\$0	\$150		
01-401-450	CONTRACTED SERVICES	\$2,000	\$0	\$2,000		
01-401-470	GENERAL EXPENSE/EDUCATION	\$125	\$121	\$125		
01-401-650	RETIREMENT	\$12,500	\$0	\$20,011		
		<b>\$150,841</b>	<b>\$115,647</b>	<b>\$162,680</b>		

FINANCIAL ADMINISTRATION

		2015 ADOPTED	As of: 21,2015	Oct 2016	PROPOSED	NOTES
01-402-120	SALARY, FINANCIAL ADMINISTRATOR	\$55,000	\$46,337	\$59,225		3% salary increase
01-402-140	SALARY, ACCOUNTANT	\$0	\$19,038	\$46,350		3% salary increase
01-402-155	RETIREMENT PAYOUTS	\$0	\$0	\$0		
01-402-156	EMPLOYEE BENEFITS	\$8,420	\$12,155	\$17,637		Increase due to 2 personnel in Finance Dept
01-402-157	OPEB	\$4,860	\$3,796	\$5,040		Post Retirement Health Insurance
01-402-161	PAYROLL TAXES	\$4,649	\$6,324	\$9,007		Increase due to 2 personnel in Finance Dept
01-402-174	EDUCATION EXP.	\$0	\$40	\$500		Freedom Systems software training.
01-402-183	OVERTIME	\$0	\$0	\$0		
01-402-210	OFFICE SUPPLIES	\$1,000	\$766	\$1,000		
01-402-240	MAINTENANCE AGREEMENT	\$2,500	\$2,345	\$2,500		Freedom System (financial software package) agreement.
01-402-250	MISCELLANEOUS (VOIDED A/R, ETC	\$0	\$0	\$0		
01-402-260	MINOR EQUIPMENT	\$500	\$1,498	\$500		
01-402-310	ACCOUNTING & AUDITING SERVICES	\$18,070	\$24,195	\$24,000		Increased cost of auditing, dependent upon complexity
01-402-350	BONDING	\$750	\$851	\$850		Increase for 2 employees
01-402-351	PROP & LIAB INSURANCE	\$0	\$0	\$0		

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-402-354	WORKERS COMP INSURANCE	\$158	\$158	\$300	Increase for 2 employees
01-402-420	DUES AND MEMBERSHIPS	\$0	\$0	\$150	2 memberships GFOA-PA (Government Finance Officers Association of PA).
01-402-470	CASH MANAGEMENT EXPENSES	\$250	\$84	\$250	
01-402-650	RETIREMENT	\$7,415	\$0	\$22,344	Increase for 2 employees
		<b>\$103,572</b>	<b>\$117,588</b>	<b>\$189,652</b>	

TAX COLLECTION

01-403-140	SALARY, TREASURER	\$0	\$0	\$0	NO CHANGES
01-403-150	CONTRACTED SERVICES	\$12,000	\$8,631	\$12,000	Berkheimer fee will remain the same. Postage is actual postage charge by USPS.
01-403-161	PAYROLL TAXES	\$0	\$0	\$0	
01-403-174	EDUCATION	\$250	\$0	\$250	
01-403-180	TAX COLLECTION COMM EXP	\$1,350	\$1,150	\$1,350	
01-403-200	MATERIALS & SUPPLIES	\$1,600	\$1,490	\$1,600	
01-403-310	LEGAL SERVICES	\$0	\$0	\$0	
01-403-350	INSURANCE & BONDING	\$0	\$0	\$0	
01-403-351	PROP & LIAB INSURANCE	\$0	\$0	\$0	
		<b>\$15,200</b>	<b>\$11,271</b>	<b>\$15,200</b>	

ADMINISTRATION

		2015 ADOPTED	As of: 21,2015	Oct 2016	PROPOSED	NOTES
01-405-140	SALARIES, SECRETARIES	\$49,191	\$41,575	\$50,667	3% salary increase	
01-405-156	EMPLOYEE BENEFITS	\$19,175	\$17,449	\$19,805		
01-405-157	OPEB	\$0	\$0	\$0	Post Retirement Health Insurance	
01-405-161	PAYROLL TAXES	\$4,204	\$3,668	\$4,342		
01-405-200	OFFICE SUPPLIES	\$1,200	\$914	\$1,200		
01-405-250	MAINTENACE CONTRACT-EQUIPMENT	\$0	\$314	\$685	cell phone	
01-405-260	MINOR EQUIPMENT	\$1,000	\$329	\$1,000		
01-405-350	BONDING & INSURANCE	\$100	\$100	\$100		
01-405-351	PROP & LIAB INSURANCE	\$0	\$0	\$0		
01-405-354	WORKERS COMP INS	\$142	\$142	\$144		
01-405-470	GENERAL EXPENSE	\$100	\$40	\$100		
01-405-650	RETIREMENT	\$6,795	\$0	\$10,723		
		<b>\$81,907</b>	<b>\$64,531</b>	<b>\$88,766</b>		

HUMAN RESOURCES

01-406-140	SALARY, HR	\$0	\$0	\$2,000	NEWLY CREATED POSITION/SEPARATION OF DUTIES
01-406-174	EDUCATION EXPENSE	\$0	\$0	\$150	Seminars

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-406-200	OFFICE SUPPLIES		\$0		\$100	Envelopes, paper etc.
01-406-210	POSTAGE		\$0		\$25	Employee mailings
01-406-420	DUES AND MEMBERSHIPS		\$0		\$100	Professional publications/memberships
01-406-470	GENERAL EXPENSE		\$0		\$100	
			\$0		\$2,475	

BUSINESS TECHNOLOGY

01-407-250	EQUIPMENT MAINTENANCE		\$2,000	\$0	\$2,000	Spam detection for Email
01-407-260	LICENSING AGREEMENT		\$4,800	\$4,637	\$0	County is paying for firewall for 3 years starting in 2016.
01-407-320	COMMUNICATION		\$2,000	\$1,237	\$3,000	Comcast Internet
01-407-450	CONTRACTED SERVICES		\$4,000	\$3,634	\$4,600	Annual service fee for James Fry
01-407-740	CAPITAL EXPENDITURES		\$4,000	\$360	\$1,900	5 additional MS Office 2013 licenses
01-407-750	MINOR EQUIPMENT		\$1,000	\$30	\$3,000	New Core Switch for Twp Bldg preventive maintenance replaced every 5 years.
			\$17,800	\$9,899	\$14,500	

2015 ADOPTED

As of: 21,2015

Oct 2016

PROPOSED

NOTES

RECEPTIONIST

01-408-120	SALARY, RECEPTIONIST		\$26,435	\$22,342	\$27,221	3% salary increase
01-408-156	EMPLOYEE BENEFITS		\$205	\$155	\$205	
01-408-157	OPEB		\$0	\$0	\$0	
01-408-161	PAYROLL TAXES		\$2,463	\$2,150	\$2,548	
01-408-200	OFFICE SUPPLIES		\$3,000	\$1,783	\$3,000	
01-408-210	POSTAGE		\$2,500	\$1,574	\$2,500	
01-408-260	MINOR EQUIPMENT		\$250	\$0	\$250	
01-408-350	BONDING		\$100	\$100	\$100	
01-408-351	PROP & LIAB INSURANCE		\$0	\$0	\$0	
01-408-354	WORKERS COMP INSURANCE		\$74	\$74	\$78	
01-408-380	EQUIPMENT RENTALS		\$4,014	\$3,281	\$4,560	\$1944 Postage machine, \$2616 copier lease,
01-408-470	GENERAL EXPENSE		\$100	\$0	\$100	
01-408-650	RETIREMENT		\$3,472	\$0	\$5,761	
			\$42,613	\$31,458	\$46,323	

GENL GOVT BUILDINGS & PLANT

01-409-140	SALARY		\$14,280	\$15,179	\$20,000	Cleaning twice a month 1st floor of Municipal Building and Public Works time allocated for maintenance of the building.
01-409-150	BUILDING MAINTENANCE, CONTRACT		\$4,160	\$3,200	\$4,160	Beth Orris cleaning contract \$160 twice a month for Police Department.

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-409-161	PAYROLL TAXES	\$1,092	\$1,205	\$1,530	
01-409-200	MATERIALS & SUPPLIES	\$500	\$533	\$500	
01-409-250	MAINTENANCE CONTRACT	\$6,000	\$1,657	\$6,000	\$117 Tyco Security per 3/mos, \$220 qtrly sprinklers, elevator inspection, annual extinguisher inspection.
01-409-260	MINOR EQUIPMENT	\$2,000	\$0	\$2,000	
01-409-351	PROP & LIAB INSURANCE	\$0	\$0	\$0	
01-409-354	WORKERS COMP INSURANCE	\$0	\$0	\$0	
01-409-360	PUBLIC UTILITY SERVICES	\$20,000	\$11,257	\$20,000	
01-409-370	REPAIRS & MAINTENANCE	\$6,000	\$3,220	\$6,000	James Craft & Sons expenses.
01-409-470	GENERAL EXPENSE	\$250	\$96	\$250	
01-409-650	RETIREMENT	\$0	\$0	\$0	
01-409-740	MAJOR EQUIPMENT & MACHINERY	\$54,282	\$36,346	\$481,373	New Category -\$15,000 air conditioning units need replacing on Admin bldg. Municipal Bldg payoff \$405,933.

POLICE

		2015 ADOPTED	As of:	Oct 2016	PROPOSED	NOTES
			21,2015			
01-410-120	SALARY, CHIEF	\$90,000	\$76,077	\$92,700		3% salary increase
01-410-125	SALARY, RETIREMENT PAYOUTS	\$23,152	\$0	\$0		no anticipated retirements until 2018
01-410-140	SALARY, CLERICAL	\$37,480	\$31,685	\$38,604		3% salary increase
01-410-141	SALARIES, OFFICERS	\$900,770	\$749,049	\$891,636		Collective bargaining agreement figures, plus one new officer at \$48,000.
01-410-144	SALARIES - VEHICLE MAINTENANCE	\$10,000	\$8,830	\$10,000		
01-410-156	EMPLOYEE BENEFITS	\$233,303	\$217,528	\$247,105		3.7% Health Ins increase (\$241,934) AND \$5,170 HRA
01-410-161	PAYROLL TAXES	\$97,721	\$80,837	\$100,653		
01-410-174	EDUCATION	\$20,000	\$7,970	\$10,000		\$2,250 marksmanship bonus, general ed and college classes
01-410-176	SHIFT DIFFERENTIAL/OIC/CAC	\$18,000	\$1,744	\$20,000		increase due to change in rates per contract
01-410-183	O/T, HOLIDAY, COURT	\$100,000	\$88,217	\$100,000		
01-410-191	UNIFORM ALLOWANCE	\$2,100	\$2,100	\$2,100		
01-410-196	OPEB BENEFIT	\$77,216	\$50,899	\$48,650		
01-410-200	OFFICE SUPPLIES	\$12,000	\$7,204	\$10,000		
01-410-210	POSTAGE		\$0	\$2,000		NEW MAIL METER WITH DEPT CODES (previously part of 410.210)
01-410-231	VEHICLE FUEL	\$45,000	\$21,392	\$45,000		

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-410-238	UNIFORM REPLACEMENT	\$10,000	\$1,772	\$10,000	outfit 1 new officer @\$5k each and general uniform maintenance.
01-410-250	REPAIRS & MAINTENANCE - SUPPL	\$14,000	\$12,106	\$14,000	
01-410-260	SMALL TOOLS & MINOR EQUIPMENT	\$1,000	\$997	\$1,000	
01-410-310	PROFESSIONAL SERVICES	\$15,000	\$10,879	\$9,800	copier contract, IT computer repair
01-410-314	LEGAL SERVICES	\$30,000	\$15,623	\$10,000	Non-Contract Year
01-410-320	COMMUNICATION	\$18,300	\$9,282	\$16,300	\$2000 postage moved to 410.210
01-410-330	TRANSPORTATION	\$1,000	\$363	\$1,000	
01-410-340	ADVERTISING & PRINTING	\$1,200	\$0	\$1,200	
01-410-351	PROP & LIAB INSURANCE	\$0	\$0	\$0	
01-410-352	INSURANCE, LIABILITY	\$0	\$0	\$0	
01-410-354	WORKERS COMP INSURANCE	\$38,736	\$23,308	\$36,376	estimated
01-410-355	AUTO INSURANCE	\$6,807	\$6,281	\$7,373	estimated increase of 5%
01-410-370	REPAIR AND MAINTENANCE SERVICE	\$2,000	\$94	\$2,000	General Maintenance
01-410-374	VEHICLE REPAIR & MAINTENANCE	\$20,000	\$13,389	\$22,500	additional \$2,500 is cost share with PW for diagnostic machine for mechanical
01-410-420	DUES & MEMBERSHIP	\$800	\$420	\$800	
01-410-440	UNIFORM CLEANING	\$4,560	\$2,328	\$4,560	
01-410-450	CONTRACTED SERVICES	\$46,000	\$17,423	\$45,500	
01-410-650	RETIREMENT	\$133,969	\$0	\$74,881	
01-410-740	MAJOR EQUIPMENT & MACHINERY	\$14,570	\$11,082	\$43,000	1 Ford Sedan
01-410-750	MINOR EQUIPMENT & MACHINERY	\$8,000	\$7,856	\$4,700	2 Tasers, 1 AR-15 Patrol Rifle, Refurb 6 old rifles
		\$2,032,684	\$1,476,735	\$1,923,439	

FIRE

01-411-140	SALARIES - VEHICLE MAINTENANCE	\$0	\$0		
01-411-310	AUDIT EXPENSES	\$0	\$0	\$7,000	Audit provided by Township every 5 years.
01-411-351	PROPERTY & LIABILITY	\$0	\$0		
01-411-355	AUTO INSURANCE	\$0	\$0	\$1,560	LIABILITY INSURANCE FOR FD VEHICLES
01-411-470	GENERAL EXPENSE, FIRE RELATED	\$0	-\$769	\$0	
01-411-540	CONTRIBUTION, GENERAL CURRENT	\$305,400	\$299,703	\$373,387	\$306,200--Real Estate Taxes and \$67,187--State Aid FD Relief Fund.
01-411-555	CONTRIBUTION PRIOR YEARS	\$6,600	\$7,664	\$6,600	Real Estate Taxes-Delinquent
		\$312,000	\$306,598	\$388,547	

AMBULANCE/RESCUE

01-412-540	CONTRIBUTION, GENERAL	\$70,000	\$35,000	\$70,000	contract ends 10/1/2018. Signed 10/1/2013 for 5yrs
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LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-412-545	CONTRIBUTION, BUILDING	\$0	\$0	\$0	\$0
01-412-555	CAPITAL CONTRIBUTION	\$0	\$0	\$0	\$0

\$70,000      \$35,000      \$70,000

PROTECTIVE INSPECTION

2015 ADOPTED      As of:      2016 PROPOSED      NOTES

		2015 ADOPTED	As of: 2015	Oct 2016	PROPOSED	NOTES
01-413-130	SALARY, CLERICAL	\$28,477	\$24,067	\$33,322	\$33,322	3% salary increase. Opting out of benefits 11/1/2015
01-413-140	SALARY, PROFESSIONAL	\$60,489	\$51,137	\$62,304	\$62,304	3% Salary increase
01-413-150	SALARY, ASSISTANT	\$47,298	\$39,985	\$48,717	\$48,717	3% salary increase
01-413-153	INSURANCE INCENTIVE PAYMENT	\$0	\$0	\$0	\$0	
01-413-155	RETIREMENT PAYOUTS	\$0	\$0	\$10,178	\$10,178	Anticipated retirement May 1.
01-413-156	EMPLOYEE BENEFITS	\$46,690	\$42,451	\$39,180	\$39,180	Clerical opting out 11/1/2015
01-413-157	OPEB	\$14,840	\$8,888	\$0	\$0	
01-413-161	PAYROLL TAXES	\$11,747	\$10,135	\$12,439	\$12,439	
01-413-174	EDUCATION	\$3,000	\$189	\$3,500	\$3,500	Increase - lack of local training-annual conference now through State.
01-413-200	OFFICE SUPPLIES	\$2,300	\$652	\$2,300	\$2,300	
01-413-210	POSTAGE	\$500	\$0	\$500	\$500	
01-413-250	MAINTENANCE CONTRACTS	\$550	\$550	\$1,310	\$1,310	Wagsys\$ 550, Ecode360 \$400, Edoc/scan \$360
01-413-260	MINOR EQUIPMENT	\$250	\$0	\$250	\$250	
01-413-313	REVIEW/CONSULTING FEES	\$0	\$0	\$1,200	\$1,200	Training by 3rd Element for electronic software
01-413-314	LEGAL SERVICES	\$1,000	\$0	\$1,500	\$1,500	update ordinances/resolutions
01-413-320	COMMUNICATION	\$2,500	\$431	\$700	\$700	Cell phones
01-413-330	TRANSPORTATION	\$1,400	\$717	\$1,400	\$1,400	
01-413-340	ADVERTISING & PRINTING	\$500	\$7	\$500	\$500	Ordinance update advertising
01-413-350	BONDING	\$0	\$100	\$100	\$100	Clerical position
01-413-351	PROP & LIAB INSURANCE	\$0	\$140	\$0	\$0	
01-413-354	WORKERS COMP INSURANCE	\$705	\$705	\$717	\$717	Estimate
01-413-355	AUTO INSURANCE	\$981	\$1,056	\$1,107	\$1,107	Estimated increase
01-413-420	DUES & MEMBERSHIPS	\$500	\$359	\$600	\$600	Pabco \$148, ICC \$125, Pennhocc \$100, new memb.
01-413-470	GENERAL EXPENSE	\$0	\$52	\$150	\$150	
01-413-490	CODE HEARING BOARD EXPENSES	\$500	\$500	\$500	\$500	
01-413-510	CONTRIBUTION, FIRE MARSHALL	\$1,250	\$1,250	\$600	\$600	last year to pay Fire Marshall \$333, and Asst. Fire Marshall \$250.
01-413-650	RETIREMENT	\$18,425	\$0	\$30,548	\$30,548	
01-413-740	CAPITAL EXPENSE	\$10,000	\$3,782	\$10,700	\$10,700	Ecode 360, FileX, scanner for new employee

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

PLANNING AND ZONING

2015 ADOPTED      2016 PROPOSED      NOTES

\$253,902      \$187,153      \$264,323

As of: Oct 2015

	2015 ADOPTED	2016 PROPOSED	NOTES		
01-414-140	SALARY	\$59,160	\$50,763	\$61,891	3% salary increase
01-414-156	EMPLOYEE BENEFITS	\$18,868	\$17,469	\$19,566	
01-414-157	OPEB	\$0	\$0	\$0	
01-414-161	PAYROLL TAXES	\$4,967	\$4,324	\$5,200	
01-414-174	EDUCATION	\$1,000	\$630	\$1,000	
01-414-200	OFFICE SUPPLIES	\$200	\$0	\$200	
01-414-210	POSTAGE	\$100	\$0	\$100	
01-414-250	MAINTENANCE CONTRACTS	\$550	\$550	\$670	Share WAAGsys \$550, 3rd Element License \$120 - annual fees
01-414-260	MINOR EQUIPMENT	\$2,000	\$0	\$1,000	
01-414-312	ENGINEERING SERVICES - TWP	\$20,000	\$52,084	\$0	Moving to General Township 400.315
01-414-312	ENGINEERING SERVICES - SWM	\$0	\$0	\$5,000	replace current .312. reimbursed by developer
01-414-313	ENGINEERING SERVICES	\$55,000	\$48,170	\$50,000	SALDO - reimbursed by developer
01-414-314	LEGAL SERVICES	\$14,000	\$844	\$12,000	ordinances, resolutions, Z.H.B. Solicitor, etc.
01-414-315	CONTRACTED SERVICES	\$62,000	\$5,861	\$55,000	Comp plan contract, Recodification Code Service contract \$4,000 shared w/Codes
01-414-316	TRAINING SERVICES	\$0	\$0	\$1,200	(New line item) Training services from 3rd Element approx. 8 hours
01-414-320	COMMUNICATION	\$0	\$305	\$500	Cell phone
01-414-330	TRANSPORTATION	\$400	\$652	\$800	Car service & gasoline
01-414-340	ADVERTISING & PRINTING	\$2,000	\$453	\$2,000	Publication of Ordinances, Z.H.B Notice
01-414-351	PROPERTY & LIABILITY	\$0	\$0	\$0	
01-414-354	WORKERS COMPENSATION	\$343	\$343	\$353	
01-414-355	AUTO INSURANCE	\$446	\$445	\$469	Estimated increase
01-414-400	STAFF REVIEW	\$2,500	\$0	\$0	
01-414-420	MEMBERSHIP DUES	\$300	\$322	\$350	
01-414-450	CONTRACTED SERVICES	\$2,000	\$780	\$2,000	Annual General Code Services Updates
01-414-470	GENERAL EXPENSE	\$200	\$5	\$800	eCode 360 services \$600 each shared w/Codes
01-414-531	CONTRIBUTION, PLANNING BOARD	\$3,500	\$220	\$5,000	Meeting Fees, Comp Plan Meeting fees
01-414-650	RETIREMENT	\$8,055	\$0	\$13,098	
01-414-740	CAPITAL PURCHASE, MAJOR EQUIP	\$10,000	\$3,642	\$6,000	continue Doc management File-X, each shared
		\$267,589	\$187,862	\$244,197	

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

EMERGENCY MANAGEMENT

2015 ADOPTED      As of:      Oct 2016  
21,2015      PROPOSED      NOTES

01-415-120	CONTRIBUTION, EMA DIRECTOR	\$1,000	\$1,000	\$1,000	
01-415-174	EDUCATION AND TRAINING	\$1,200	\$155	\$1,200	
01-415-200	OFFICE SUPPLIES	\$200	\$0	\$200	
01-415-238	CLOTHING & UNIFORMS	\$0	\$0	\$0	
01-415-260	MINOR EQUIPMENT	\$880	\$444	\$900	
01-415-265	MAJOR EQUIPMENT	\$5,000	-\$1	\$2,400	\$2,400 for computer & monitor- reirnb by grant
01-415-320	COMMUNICATION	\$900	\$308	\$900	
01-415-330	TRANSPORTATION	\$0	\$0	\$0	
01-415-420	DUES AND MEMBERSHIPS	\$0	\$0	\$0	
01-415-450	MAINTENANCE CONTRACT	\$0	\$0	\$0	
01-415-470	GENERAL EXPENSE	\$1,550	\$429	\$800	
		<b>\$10,730</b>	<b>\$2,335</b>	<b>\$7,400</b>	

HEALTH

01-421-140	SALARIES - CLEAN-UP	\$0	\$0	\$0	
01-421-145	SALARIES, MAINTENANCE (DUMPST	\$0	\$0	\$0	
01-421-150	SALARIES, OVERTIME	\$2,250	\$841	\$2,318	DUMPSTER EMPLOYEES
01-421-161	SOCIAL SECURITY TAXES	\$0	\$64	\$0	
01-421-354	WORKERS COMPENSATION	\$0	\$0	\$0	
01-421-365	RECYCLING EXPENSES	\$0	\$0	\$0	
01-421-380	HEALTH - RENTALS	\$8,000	\$6,595	\$8,000	PORT A POTS
01-421-540	ANIMAL CONTROL SERVICES	\$8,000	\$3,815	\$8,000	HUMANE SOCIETY
01-421-650	RETIREMENT	\$0	\$0	\$0	
		<b>\$18,250</b>	<b>\$11,315</b>	<b>\$18,318</b>	

SOLID WASTE MANAGEMENT

01-427-050	RECYCLING PLAN, CONTRACTED SER	\$0	\$0	\$0	
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

SANITATION

01-429-120	SALARY, ADMIN ASST	\$0	\$7,494	\$0	PASSTHROUGH ACCOUNTS FOR MUNICIPAL AUTHORITY WAGES - DUE TO/DUE FROM REIMBURSES AND THERE IS NO EXPENSE TO THE TOWNSHIP
01-429-125	RETPO	\$0	\$0	\$0	
01-429-140	WASTEWATER COLLECTION/SALARIES	\$0	\$34,899	\$0	
01-429-150	WASTEWATER COLLECTION-PW	\$5,000	\$8,225	\$0	

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-429-161	PAYROLL TAXES	\$383	\$618	\$0	
01-429-183	WASTEWATER COLLECTION/OVERTIME	\$0	\$1,983	\$0	
01-429-184	WASTEWATER COLLECTION-PW O/T	\$400	\$0	\$0	
01-429-187	WASTEWATER COLLECTION, SEASONA	\$0	\$0	\$0	
01-429-354	WORKERS COMP INSURANCE	\$0	\$0	\$0	
01-429-650	PENSION	\$0	\$0	\$0	
		\$5,783	\$53,219	\$0	

HWAY MAINT-GENERAL SERVICES

01-430-120	SALARY SUPERINTENDENT	\$58,000	\$56,657	\$62,225	3% Salary increase
01-430-140	SALARIES AND WAGES	\$154,717	\$126,196	\$159,302	3% Salary increase
01-430-150	RETIREMENT PAYOUTS	\$0	\$0	\$4,921	Anticipated retirement July 1.
01-430-156	EMPLOYEE BENEFITS	\$142,231	\$112,564	\$147,494	
01-430-161	PAYROLL TAXES	\$32,258	\$31,075	\$33,226	
01-430-170	ANNUAL LEAVE AND UNALLOCATED	\$60,000	\$37,062	\$0	
01-430-174	EDUCATION/TRAINING	\$1,500	\$573	\$1,000	
01-430-183	OVERTIME	\$3,000	\$6,185	\$3,090	
01-430-187	SALARIES, SEASONAL	\$6,000	\$0	\$6,000	Part-time employees
01-430-196	OPEB BENEFIT	\$8,094	\$7,376	\$8,393	
01-430-200	MATERIAL & SUPPLIES (rename OFFICE SU	\$2,600	\$654	\$1,000	Office Supplies
01-410-210	POSTAGE			\$100	NEW MAIL METER WITH DEPT CODES
01-430-231	VEHICLE FUEL - GAS & OIL	\$35,000	\$14,365	\$40,000	
01-430-238	CLOTHING & UNIFORMS	\$6,500	\$5,617	\$6,500	
01-430-239	EMPLOYEE TESTING	\$500	\$768	\$800	DOT random and vaccines (HEP vaccine 3x)
01-430-260	SMALL TOOLS & MINOR EQUIPMENT	\$4,500	\$2,995	\$5,000	\$500 cash match for Susquehanna Municipal Trust Match. Purchases with Grant dollars.
01-430-320	COMMUNICATION	\$2,500	\$1,994	\$3,000	Based on cell phone/tablet Verizon costs
01-430-330	PA ONE CALL EXPENSE	\$600	\$623	\$700	Based on actuals for 2015
01-430-340	HIGHWAY - ADVERTISING & PRINTI	\$600	\$0	\$600	List truck for bid
01-430-351	PROP & LAB INSURANCE	\$2,190	\$1,553	\$2,300	Estimated increase of 5%
01-430-354	WORKERS COMP INSURANCE	\$25,489	\$18,151	\$24,272	estimated
01-430-355	AUTO INSURANCE	\$8,386	\$8,960	\$8,576	Estimated increase of 5%
01-430-360	PUBLIC UTILITY SERVICES	\$20,000	\$11,882	\$20,000	United Water, PPL and UGI
01-430-373	REPAIRS & MAINT SVCS-BLDG	\$7,500	\$3,848	\$9,500	\$2,000 increase for lighting - Rodger
01-430-374	REPAIRS & MAINT SVCS - EQUIPM	\$35,000	\$41,988	\$45,000	\$10,000 for bed repairs on 1990 Dump truck

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

	2015 ADOPTED	As of: 21,2015	Oct 2016 PROPOSED	NOTES	
01-430-450	CONTRACTED SERVICES	\$3,300	\$360	\$3,000	Maint over and above what Public works crew can handle.
01-430-470	GENERAL EXPENSE	\$3,000	\$1,779	\$4,500	Combining of purchase from mult acts - 200
01-430-650	RETIREMENT	\$62,829	\$0	\$46,883	
01-430-740	MAJOR EQUIPMENT & MACHINERY	\$191,255	\$151,157	\$159,234	Half the cost of a Tiger mower. Pay off of Freightliner \$79,234
					Diagnostic Machine - cost split with PD, leaf blower, trimmer, water tak, tamper, fuel program upgrade, liftgate for truck 411, backhoe bucket
01-430-750	MINOR EQUIPMENT & MACHINERY	\$1,000	\$0	\$15,300	
		\$878,549	\$644,383	\$821,916	

CLEANING OF STREETS & GUTTERS

01-431-140	SALARY, STREET SWEEPING	\$10,000	\$7,208	\$10,000	
01-431-141	SALARY, LEAF COLLECTION	\$15,000	\$411	\$15,000	
		\$25,000	\$7,620	\$25,000	

HWAY MAINT-SNOW & ICE REMOVAL

01-432-140	SALARIES, WINTER MAINTENANCE	\$20,000	\$15,900	\$25,000	
01-432-183	OVERTIME	\$25,000	\$30,982	\$32,000	
01-432-184	CONTRACTED SERVICES--SNOW REMO	\$2,000	\$240	\$2,000	
01-432-200	MATERIALS & SUPPLIES	\$45,000	\$88,043	\$90,000	1600 tons ordered @ \$85/ton=\$136K (\$67 /2014)
01-432-470	MISCELLANEOUS SNOW RELATED EXP	\$250	\$358	\$250	
01-432-740	EQUIPMENT--MAJOR	\$2,100	\$2,132	\$3,500	New salt spreader for TK-406
01-432-750	MINOR EQUIPMENT	\$5,000	\$5,136	\$5,000	plow blades, plow shoes, etc etc
		\$99,350	\$142,790	\$157,750	

TRAFFIC SIGNALS & STREET SIGNS

01-433-200	MATERIALS & SUPPLIES	\$4,000	\$2,899	\$4,000	
01-433-351	PROPERTY & LIABILITY	\$0	\$0	\$0	
01-433-360	PUBLIC UTILITY SERVICES	\$6,000	\$3,702	\$6,000	
01-433-450	CONTRACTED SERVICES	\$17,000	\$16,573	\$25,000	\$7,000 for new GIS layer for TWP sign inventory
		\$27,000	\$23,174	\$35,000	

CAPITAL PROJECTS

2015 ADOPTED

As of:  
21,2015

Oct 2016  
PROPOSED

NOTES

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-436-370	WATER LINE EXTENSION	\$0	\$0	\$0	\$0	
01-436-372	STORM WATER PROJECT	\$0	\$0	\$0	\$0	
01-436-380	MEADE AVE PROJECT	\$0	\$0	\$0	\$0	
		\$0	\$0	\$0	\$0	

MAINT/REPAIRS- HWAYS & BRIDGES

01-438-140	SALARIES & WAGES	\$25,000	\$55,127	\$69,000		
01-438-244	MATERIALS & SUPPLIES - HIGHWAY	\$33,000	\$17,839	\$38,000	Crack sealing	
01-438-450	CONTRACTED SERVICES	\$0	\$0			
		\$58,000	\$72,966	\$107,000		

CONTRUCTION & REBUILDING

01-439-140	SALARIES & WAGES	\$12,000	\$0	\$0		
01-439-244	MATERIALS & SUPPLIES - HIGHWAY	\$250,000	\$221,513	\$266,402	2016 allocation amount	
01-439-450	CONTRACTED SERVICES	\$0	\$0	\$0		
		\$262,000	\$221,513	\$266,402		

NPDES-MS4

01-446-140	SALARIES & WAGES	\$20,000	\$0	\$38,000		
01-446-370	REPAIRS & MAINTENANCE	\$20,000	\$50	\$20,000		
01-446-450	MS4 EXPENSES	\$30,000	\$20,157	\$40,000	Add \$10,000 Strites Road Grant match requirement	
		\$70,000	\$20,207	\$98,000		

CULTURE - RECREATION

01-450-540	RECREATION, CONTRIBUTION ORRB	\$0	\$0	\$10,000	Agreed upon by 3 Municipalities and the school district.	
		\$0	\$0	\$10,000		

PARKS

01-454-140	SALARIES	\$47,000	\$35,678	\$53,000		
01-454-161	PAYROLL TAXES	\$0	\$2,927	\$4,240		
01-454-187	SALARIES, SEASONAL	\$12,000	\$11,583	\$12,000	Part-time employees	
01-454-351	PROP & LIAB INSURANCE	\$0	\$0	\$0		
01-454-354	WORKERS COMP INSURANCE	\$0	\$0	\$0		
01-454-360	PUBLIC UTILITY SERVICES	\$3,800	\$2,140	\$3,800	PPL and United Water	
01-454-371	REPAIRS & MAINT., LAND	\$26,500	\$15,653	\$25,000	Fertilizer, lime, weed control, diamond tex and wood carpet	
01-454-373	REPAIRS & MAINT., BUILDINGS	\$2,000	\$6,674	\$2,000		
01-454-374	REPAIRS & MAINT. - EQUIPMENT	\$4,000	\$3,795	\$4,000		
01-454-375	REPAIR & MAINT-PLAYGROUND EQPT	\$4,000	\$373	\$4,000		

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-454-380	RENTALS	\$6,000	\$5,871	\$6,000	
01-454-470	GENERAL EXPENSE	\$0	\$0	\$0	
01-454-650	RETIREMENT	\$0	\$0	\$0	
01-454-740	CAPITAL PURCHASES, MAJOR	\$12,000	\$6,904	\$255,000	\$5,000 for purchase of trash cans, \$60,000 cash match for Greenways/Trails Grant. \$190,000 purchases with grant monies.
		\$117,300	\$91,598	\$369,040	

DEBT PRINCIPAL

01-471-700	LEASE OBLIGATION DEBT PRINCIPAL	\$0	\$36,375	\$6,985	\$6,985 Mitel Phone System.
		\$0	\$36,375	\$6,985	

DEBT INTEREST

01-472-700	LEASE OBLIGATION DEBT INTEREST	\$0	\$4,010	\$0	
		\$0	\$4,010	\$0	

REFUND PRIOR YR REVENUES

01-473-100	REFUND OF PRIOR YEAR REVENUE	\$0	\$0	\$0	
		\$0	\$0	\$0	

INSURANCE

01-486-040	UMBRELLA EXCESS LIABILITY	\$6,460	\$7,476	\$6,783	5% estimated increase
01-486-351	PROPERTY & LIABILITY	\$44,070	\$46,713	\$46,274	5% estimated increase
01-486-354	WORKERS COMPENSATION	\$0	\$0	\$0	
01-486-355	AUTOMOBILE	\$0	\$0	\$0	
01-486-700	INS EXP - PCOR & ACA TRANS REI	\$5,500	\$5,292	\$5,775	5% estimated increase
		\$56,030	\$59,481	\$58,832	

EMPLOYEE BENEFITS

01-487-162	UNEMPLOYMENT COMPENSATION	\$0	\$0	\$0	
01-487-189	ACT 96 PBPSA	\$1,000	\$0	\$1,000	
01-487-214	MANDATED PROGRAMS	\$0	\$0	\$0	
		\$1,000	\$0	\$1,000	

INTERFUND OPERATING TRANSFERS

01-492-190	TRANSFER TO PAYROLL FUND	\$0	\$0	\$0	
01-492-260	TRANSFER TO CAPITAL RESERVE AC	\$0	\$0	\$0	
01-492-290	TRANSFER TO CAP IMPROVEMENT F	\$81,000	\$67,500	\$81,000	Township portion of FD bidg
01-492-300	TRANSFER TO CAPITAL RESERVE FU	\$136,572	\$113,814	\$0	
01-492-310	TRANSFER TO SPEC PURPOSES	\$0	\$0	\$0	
01-492-350	TRANSFER TO HIGHWAY AID FUND	\$0	\$0	\$0	

LOWER SWATARA TOWNSHIP  
2016 PROPOSED BUDGET

01-492-490	TRANSFER TO REC DEVELOPMENT	\$0	\$0	\$0	\$0
01-492-610	TRANSFER TO POLICE PENSION-CU	\$0	\$0	\$0	\$0
01-492-615	TRANSFER TO POLICE PENSION-PR	\$0	\$0	\$0	\$0
01-492-650	TRANSFER TO NON-UNIFORM PENSIO	\$0	\$0	\$0	\$0
01-492-660	TRANSFER TO POST RETIREMENT HC	\$75,000	\$0	\$0	\$0
01-492-800	TRANSFER TO SEWER REVENUE FUND	\$0	\$500	\$0	\$0
		\$292,572	\$181,814	\$81,000	

TOTAL EXPENDITURES \$5,405,500 \$3,486,373 \$6,066,407

TOTAL REVENUE \$4,955,500 \$4,535,739 \$6,066,407

TOTAL EXPENDITURES \$5,405,500 \$3,486,373 \$6,066,407

REVENUE OVER EXPENDITURES -\$450,000 \$1,049,416 \$0