

Penbrook Borough Budget Meeting

September 11, 2023

1. The meeting was called to order at 6:30 pm. Elected officials present were Newcomer, Dry, Stokes, Deardorff and Armbruster. Mark Sostar was there representing the Public Works Department

2. General Fund Expenses

A. Hogarth reviewed the 01.430 section of the General Fund relating to Public Works. Comments and topics of discussion included:

01.430.140. This figure represents half of the staff's salary less 5%. Payroll is split between the General and Sewer funds with roughly 10% of the total coming from the Storm Water Fund. Hours spent charged to Storm Water are specifically documented on the bi-weekly payroll sheets.

01.430.220. There was an expense inadvertently charged to this line that otherwise didn't exist. Hogarth advised that a new account needs to be created for equipment maintenance and will consult the chart of accounts for the proper suffix (430.374)

01.430.238. Sostar advised that the previous amount of \$900 is insufficient for boots and clothing for all three employees and recommends \$1,300.00

01.430.370. 2023 Actual is \$13,000 over budget due to collision repairs to the F450 which insurance reimbursement was received and the backhoe engine repairs effected this line item as well.

01.430.374. This is new account line created for machinery and equipment maintenance. \$1,000 was taken from building maintenance to give this account a \$1,000 proposed amount for net neutral change.

3. Liquid Fuels Fund

A. Hogarth reviewed both revenues and expenditures for the Liquid Fuels Fund

35.355.020. Estimated payment of state funds for 2024 is \$85,344.42

35.432.000. CAPCOG low bid for salt is \$82.50/T.

35.434.360. Armbruster commented that since we installed the LED lighting we haven't really saved any money. Hogarth said that's because the cost of electricity has gone up. In August '22 Hogarth shopped for a provider and went with the lowest bid of .08567 from APPI.

4. Capital Improvements for Roadway Maintenance

A. Hogarth commented that for future projects the borough can participate in crack sealing, microsurfacing or full paving however the yearly state monies given will not support major paving each year. The 2023 projects will cost approximately \$70,000 so maintenance programs like patching makes the most sense. However, similar to the televising of the sewer and storm pipes, it might be wise to invest in roadway evaluation to determine a priority list for future projects. Armbruster said it was done back in the 90's at a cost of \$60,000.00

Hogarth believes Ferndale between 27th and 28th is at the top of the priority list but Council may want to consider using sewer and storm water monies to pave that section once the infrastructure beneath the surface is repaired. Thomas St will be getting a new sewer line but the reduction in the CDBG grant funding will no longer support curb to curb paving after the new lines go in. Does Council want to fund that through LF? Other roadways are certainly in need but without an overall evaluation and rating of all the roads the choice becomes more subjective and selective.

5. Hogarth requested an executive session to brief Council on a personnel issue. The public meeting adjourned at 7:25pm

6. The executive session was adjourned at 7:40pm.

Respectfully submitted.

Joseph Hogarth

Borough Secretary