



TOWNSHIP OF HANOVER

2018 BUDGET

2018 HANOVER TOWNSHIP BUDGET

GENERAL FUND	\$14,793,925.00
LIQUID FUELS	\$538,138.23
SEWER FUND	\$1,266,000.00
<i>TOTAL FUNDS</i>	<u>\$16,598,063.23</u>

HANOVER TOWNSHIP BUDGET 2018

Carry Over Funds to Balance	\$288,499.00
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R E V E N U E (General Fund)

TAXES #1		
0130110	Current Real Estate Tax	\$3,188,000.00
0130140	Delinquent Real Estate Tax	\$125,000.00
0131002	Delinquent Per Capita Tax	\$500.00
0131010	Realty Transfer Tax	\$100,000.00
0131020	Earned Income Tax	\$1,075,000.00
0131030	Mercantile-Business Priv Tax	\$900,000.00
0131040	Local Service Tax	\$385,000.00
0131070	Mechanical Device Tax	\$6,500.00
	TOTAL TAXES	\$5,780,000.00
ADMINISTRATIVE PERMITS/FEES #2		
0132126	Gas and Water	\$3,800.00
0132132	Junkyard Licenses	\$200.00
0132134	Billboards	\$1,000.00
0132135	Car Lot	\$1,200.00
0132138	Vendor Permits	\$350.00
0132180	Cable Franchise Fee	\$106,000.00
0132280	Pave Cuts	\$3,500.00
	TOTAL ADMINISTRATIVE PERMITS/FEES	\$116,050.00
POLICE SERVICES #3		
0133110	Miscellaneous Police Revenue (fingerprints, DUI testing, sale of car, etc.)	\$9,000.00
0133111	District Justice (Magistrate Fines)	\$41,000.00
0133112	State Police	\$5,000.00
0133113	Luzerne County Probation	\$8,000.00
0133114	Parking Fines	\$1,000.00
0133115	Charges for Accident Reports	\$7,000.00
0133116	Miscellaneous Donations (DA, Golf Tournament)	\$20,000.00

0133117	Reimbursable OT (AG BuckleUP, DUI, Task Force)	\$26,000.00
0133554	School Crossing Guards	\$39,000.00
0135555	Warrior Run Police Services	\$43,050.00
	TOTAL POLICE SERVICES REVENUE	\$199,050.00
	INTEREST INCOME #4	
0134100	Interest Income	\$9,000.00
	TOTAL INTEREST INCOME	\$9,000.00
	RENTS AND ROYALTIES #5	
0134220	Rental of Buildings	\$9,065.00
0134246	Royalties	\$40,000.00
0134247	Towing Services	\$32,615.00
	TOTAL RENTS AND ROYALTIES	\$81,680.00
	STATE SHARED #6	
0135501	Public Utility Realty Tax	\$6,000.00
0135508	Liquor License Fee	\$8,000.00
0135515	Firemen's Relief Fee	\$50,000.00
0135518	State Pension Aid	\$230,000.00
0135519	P.I.L.O.T.	\$14,000.00
	TOTAL STATE REVENUE	\$308,000.00
	TAX ANTICIPATION-ESCROW CONSORTIUM #7	
0138005	Tax Anticipation Note	\$900,000.00
0138006	Benacon Escrow Account	\$1,144,400.00
	TOTAL TAX ANTICIPATION-ESCROW CONSORTIUM	\$2,044,400.00
	GENERAL GOVERNMENT #8	
0136130	Subdivision Fee	\$3,000.00
0136154	Sale of Ordinance	\$100.00
	TOTAL GENERAL GOVERNMENT	\$3,100.00
	CODE ENFORCEMENT #9	
0132120	Health Licenses	\$7,500.00
0132162	Contractor Licenses	\$31,000.00
0136135	Zoning Permits	\$4,000.00
0136240	Plan Review Fees	\$20,000.00
0136241	Building Permits	\$100,000.00
0136242	Electric Permits	\$13,000.00

0136243	Plumbing Permits	\$6,000.00
0136244	Septic Tank Permits	\$100.00
0136245	Use and Occupancy	\$11,000.00
0136246	Sign Permits	\$600.00
0136247	Contractor Test Fees	\$3,000.00
0136248	Special Project Fees	\$50,000.00
0136251	Heating Permits	\$8,000.00
0136253	Fire Inspections	\$100.00
0136258	UCC Surcharge	\$2,000.00
	TOTAL CODE ENFORCEMENT	\$256,300.00
	SEWAGE SANITATION #10	
0130144	Sewer Compliance Officer	\$88,000.00
0130145	Sewer Operating Expense Reimbursement (Admn, labor, overtime)	\$126,500.00
0136411	Sewage Tap Fee	\$200.00
0136413	Sugar Notch Fee	\$600.00
0136414	Warrior Run Fee	\$3,030.00
0136416	Wilkes-Barre Twp - Repair Escrow (seperate account)	\$30,000.00
	TOTAL SEWAGE SANITATION	\$248,330.00
	MISCELLANEOUS #11	
0138000	Miscellaneous Revenue/MMO Reserve	\$50,000.00
0138001	Cobra	\$2,000.00
0138003	WVSA - Emergency Services Donation	\$5,000.00
0138004	Auction Proceeds/Vehicle Sales	\$3,000.00
0138007	Fire District Loan Payment	\$28,000.00
0138012	Carry Over Funds (2017 Bills)	\$60,000.00
0138715	BC/BS Employee Co-Payments	\$9,000.00
	TOTAL MISCELLANEOUS	\$157,000.00
	GRANT-LOAN #12	
0136434	2014 LSA Grant Award (Sewer Line Replacement)	\$500,000.00
0136435	2015 LSA Grant Award (Sewer Line Replacement)	\$269,999.00

0136436	2014 LSA Grant Award (Press Line#4 Medico Industries)	\$174,600.00
0136437	2015 LSA Grant Award (Press Line#4 Medico Industries)	\$349,200.00
0136438	2017 LSA Medico Grant	\$242,500.00
0136439	2017 LSA C.O.G. Grant	\$232,800.00
0136440	Recycling Grant	\$25,000.00
0136441	Multi-Modal Grant (<i>safe streets to school</i>)	\$550,000.00
0136443	Firehouse Construction Cost-Loan	\$2,180,000.00
0136446	2017 Small Water & Sewer Grant	\$339,500.00
0136447	North Point Scholarship Donation	\$2,000.00
0136449	Dept of Justice-COPS Grant 3of3	\$41,667.00
0136451	2017 Green Light Go Grant	\$96,000.00
0136452	Community Development Grant	\$150,000.00
0136453	Grant Administration	\$149,250.00
	TOTAL GRANT LOAN	\$5,302,516.00
	TOTAL REVENUE	\$14,505,426.00

EXPENSE (General Fund)		
	GENERAL GOVERNMENT ADMINISTRATION #1	
1400113	Commissioners	\$22,750.00
1400124	Township Manager	\$69,300.00
1400141	Township Secretary	\$6,220.00
1400142	Clerk Secretaries, Bookkeepers	\$134,000.00
1400143	Budget Director Salary	\$16,000.00
1400144	Sanitary Sewer Compliance Officer	\$58,300.00
1400146	Budget Assistant Salary	\$3,100.00
1400220	General Office Supplies/Expenses	\$11,000.00
1400221	Computer	\$2,000.00
1400222	Dues (PSATC, L3P)	\$2,575.00
1400340	Advertising, Printing, Web Page	\$15,400.00
1400374	Office Repairs	\$100.00
1400700	Copy Machine Cost & Postage Meter Lease	\$3,900.00
1402331	Auditor	\$32,000.00
1403113	Compensation Real Estate Tax Collector	\$11,000.00
1403114	Treasurer	\$8,800.00
1404130	Solicitor	\$13,875.00
1404316	Payroll Services	\$20,000.00
1408129	Special Projects, MS4 Permit (Engineer)	\$25,000.00
1408130	Engineer - General Engineering	\$20,000.00
1408131	Legal (Twp. Solicitor)	\$60,000.00
1408132	Legal Civil Service Commission	\$500.00

1408133	Legal - Special Counsel, Labor/Litigation	\$20,000.00
1408134	Health Care, Vision, Dental, Life Insurance	\$240,000.00
1408135	Longevity (Clerical)	\$11,300.00
	TOTAL GENERAL ADMINISTRATION	\$807,120.00
	COMMUNICATION SERVICES #2	
1400321	Telephone Equipment Service	\$7,000.00
1400322	Radio Equipment	\$1,000.00
	TOTAL COMMUNICATION SERVICES	\$8,000.00
	TAX COLLECTION #3	
1403112	Court Ordered Tax Refund	\$6,000.00
1403115	Municipal Tax Refund	\$1,000.00
1403116	Delinquent Per Capita Tax Commission	\$30.00
1403117	Earned Income Tax Commission	\$100.00
1403118	Mercantile/Business Priv Commission	\$100.00
1403119	Local Service Tax Collection	\$100.00
1403210	Materials/Equipment	\$1,000.00
1403240	Print Tax Bill	\$7,161.00
1403353	Tax Collectors Bond	\$500.00
	TOTAL TAX COLLECTION FEE	\$15,991.00
	MUNICIPAL BUILDING #4	
1400371	Maintenance of Grounds	\$3,000.00
1409100	Cleaning Services	\$15,000.00
1409220	Supplies	\$2,500.00
1409360	Fuel, Light, Water (Municipal Bldg. Garage)	\$43,000.00
1409450	Maintenance Contracts	\$17,000.00
	TOTAL MUNICIPAL BUILDING	\$80,500.00
	POLICE PROTECTION #5	
1410120	Police Officers - (2 Detectives, 4 Sgts., 9 Officers)	\$928,000.00

1410121	Part-Time Police Clerk	\$21,000.00
1410133	School Crossing Guard	\$93,500.00
1410134	Health Care, Vision, Dental, Life Insurance	\$413,000.00
1410135	Disability Insurance	\$2,400.00
1410154	Court Wages	\$28,000.00
1410158	Sickleave Buy Back	\$20,000.00
1410164	Overtime, Paid for Position	\$125,000.00
1410165	AG DUI, BuckleUP, Taskforce Reimbursable OT	\$25,000.00
1410170	Police Chief	\$79,000.00
1410172	Longevity	\$83,500.00
1410182	Paid Holiday	\$34,900.00
1410187	Supplies	\$8,000.00
1410220	Gas/Oil	\$17,000.00
1410231	Clothing Uniform	\$11,040.00
1410238	Bullet Proof Vest	\$7,000.00
1410239	Copier, Police Records Management System	\$10,000.00
1410243	K-9 Expense	\$3,200.00
1410300	Actuary	\$200.00
1410317	Arbitration	\$100.00
1410325	Radio Cost	\$1,000.00
1410350	Police Liability Insurance	\$17,000.00
1410374	Police Car Payments 2016 AWD 2of3 (Landmark)	\$12,840.00
1410375	Vehicle Tires	\$8,000.00
1410376	Vehicle Maintenance	\$8,000.00

1410377	Police Car Payments 2015 AWD 3of3 (ESSA)	\$12,768.00
1410378	Police Vehicle Purchase (lease) 1of3 NEW	\$14,550.00
1410420	Training Classes, Travel, and Seminars	\$3,000.00
1410422	Hospital Fee Investigative Test	\$2,000.00
1410425	Weights and Measures Commercial Vehicle Inspections	\$800.00
1410880	Supplies - Donation Proceeds	\$20,000.00
	TOTAL POLICE PROTECTION	\$2,009,798.00
	FIRE PROTECTION #6	
1411122	Fire Chief Salary	\$55,000.00
1411123	Deputy Fire Chief	\$3,550.00
1411124	Fire Captain	\$500.00
1411125	1st Assistant Fire Chief	\$1,650.00
1411126	2nd Assistant Fire Chief	\$1,650.00
1411127	Health Care, Vision, Dental, Life Insurance	\$140,200.00
1411128	Longevity	\$24,500.00
1411140	Salary Fire Truck Drivers	\$209,700.00
1411141	Overtime	\$1,000.00
1411142	Fire Inspection Fee	\$100.00
1411143	Fire Inspection Training	\$100.00
1411144	Part Time Drivers	\$46,000.00
1411201	Uniform Allowances	\$1,300.00
1411260	Supplies	\$1,800.00
1411338	Gas and Oil	\$12,000.00
1411363	Hydrant Rent	\$65,000.00

1411374	Vehicle Maint. Repair	\$30,000.00
1411376	Firehouse Maintenance Contracts	\$6,500.00
1411500	Yearly Commitment - Command Car	\$15,000.00
1411501	Fireman Relief Payment (pass through)	\$50,000.00
1411502	Newtown Lease 500 p/m	\$6,000.00
1411503	Fire Police	\$400.00
1411504	Warrior Run Lease	\$4,800.00
1411600	Telephone and Computer Access	\$2,000.00
1411601	Utilities 2 Buildings (Newtown & Headquarters)	\$25,000.00
1411702	Loan Payment - new firehouse 1 of 40	\$102,000.00
	TOTAL FIRE PROTECTION	\$805,750.00
	CODE ENFORCEMENT #7	
1413122	Building/Code Enforcement	\$37,400.00
1413123	Housing and Maintenance	\$18,050.00
1413124	Health Officer	\$13,900.00
1413125	Fuel	\$1,200.00
1413141	Electrical Inspector	\$16,170.00
1413142	Zoning Officer	\$6,243.00
1413143	Health Care, Vision, Dental, Life Insurance	\$71,050.00
1413144	Code Clerk	\$45,000.00
1413145	Longevity	\$5,900.00
1413195	Plan Review Fees	\$10,000.00
1413200	General Expense & Supplies	\$4,000.00
1413210	Dept. of Community Economic Development (DCED)	\$2,500.00
1413300	Contractor Test	\$2,300.00

1413314	Standing Commissioner	\$500.00
1413316	Code Vehicle 2of3	\$7,800.00
1421000	Materials (Health Officer)	\$200.00
1421500	Animal Population Control	\$5,000.00
	TOTAL CODE ENFORCEMENT	\$247,213.00
	PLANNING AND ZONING #8	
1414130	Zoning Solicitor	\$1,800.00
1414131	Research and Opinion (Zoning)	\$2,000.00
1414200	General Expense	\$400.00
1414511	Planning Solicitor	\$1,800.00
1414512	Zoning Board	\$5,700.00
1414513	Planning Commission	\$1,300.00
1414515	Research and Opinion (Planning)	\$1,500.00
	TOTAL PLANNING AND ZONING	\$14,500.00
	CIVIL DEFENSE #9	
1415200	Emergency Management	\$500.00
	TOTAL CIVIL DEFENSE	\$500.00
	PUBLIC WORKS DEPARTMENT #12	
1427365	Landfill Fee	\$302,000.00
1430122	Road Supervisor	\$62,550.00
1430140	Laborers - 15	\$678,400.00
1430141	Part-time Labors (Temporary) - 6	\$87,400.00
1430142	Seasonal Labors - 7 Interns - 2	\$35,616.00
1430143	Longevity	\$59,400.00
1430183	Overtime	\$50,000.00
1430231	Gas/Oil	\$41,800.00

1430245	Asphalt Purchases/Road Restoration	\$30,000.00
1430260	Salt Purchase	\$30,000.00
1430261	Truck Payment 2015 F-250 3of5 (ESSA end 2020)	\$8,125.00
1430263	Truck Payment 2015 F-550 3of5 (ESSA end 2020)	\$15,276.00
1433000	Road Signs and Stop Signs	\$5,000.00
1438000	Materials, Supplies	\$30,000.00
1438001	Vehicle Repair	\$45,000.00
1438002	Tires	\$12,000.00
1438005	Health Care, Vision, Dental, Life Insurance	\$401,000.00
	TOTAL PUBLIC WORKS	\$1,893,567.00
	RECREATION #13	
1451247	Materials, Supplies, and Maintenance	\$1,200.00
1452140	Playground Expense	\$500.00
1452260	Playground Equipment	\$1,000.00
1452366	Water Bill - Playgrounds	\$300.00
1452372	Youth Contribution - Hanover Area Rec Fields	\$7,520.00
	TOTAL RECREATION	\$10,520.00
	DEBT SERVICES #14	
1472600	Tax Anticipation Note	\$909,000.00
1472605	Unfunded Debt (10of10)	\$170,000.00
	TOTAL DEBT SERVICES	\$1,079,000.00
	MISCELLANEOUS #15	
1410360	Signal Power	\$3,800.00
1410371	Signal Repair	\$15,000.00
1480000	Miscellaneous	\$25,000.00
1480012	Carry Over Bills From 2017	\$60,000.00
	TOTAL MISCELLANEOUS	\$103,800.00

INSURANCES #16		
1486350	Employee Dishonesty Insurance	\$3,700.00
1486351	General Liability	\$50,000.00
1486352	Property, Inland Marine, Equipment	\$20,000.00
1486353	Bonding Secretary/Treasurer	\$1,500.00
1486354	Workers' Compensation	\$200,000.00
1486355	Public Officials Liability	\$20,000.00
1486356	Auto Insurance	\$38,000.00
	TOTAL INSURANCES	\$333,200.00
EMPLOYEE BENEFITS #17		
1487157	Healthcare Reserve Benacon	\$1,144,000.00
1487160	2018 MMO AFSCME	\$291,000.00
1487161	Social Security/Medicare	\$160,000.00
1487162	Unemployment UCOMP	\$19,000.00
1487163	Retiree Health, Dental, Vision, Life Insurance	\$27,200.00
1487164	Perfect Attendance, Health Care Opt Out, SL BuyBack	\$75,000.00
1487165	2018 MMO Police	\$674,000.00
1487166	Retiree - Health Care Opt Out Payment	\$5,000.00
1487167	Midstate Occupational (Employee Drug Testing)	\$4,000.00
	TOTAL EMPLOYEE BENEFITS	\$2,399,200.00
GRANTS, LOANS, PROJECT #19		
1439001	2014 LSA Grant (Sewer Line Replace)	\$500,000.00
1439002	2014 LSA Grant (Press Line-Medico)	\$174,600.00
1439003	Wilkes-Barre Twp Expense Escrow (ESSA)	\$30,000.00
1439004	2015 LSA Grant (Sewer Line Replace)	\$269,999.00
1439005	2015 LSA Grant (Press Line-Medico)	\$349,200.00

1439008	Firehouse Construction Loan	\$2,180,000.00
1439009	2016 Multi-Modal Grant (Street Resurfacing)	\$377,000.00
1439010	2017 LSA Medico Grant	\$242,500.00
1439011	2017 LSA C.O.G. Grant	\$232,800.00
1439012	2017 Small Water & Sewer Grant	\$339,500.00
1439013	North Point Scholarship Donation	\$2,000.00
1439014	2017 Green Light Go Grant	\$96,000.00
1439015	Dept of Justice COPS Grant 3rd yr	\$41,667.00
1439016	Community Development Grant	\$150,000.00
	TOTAL GRANTS AND LOANS	\$4,985,266.00
	TOTAL EXPENSE	\$14,793,925.00

2018 LIQUID FUELS	
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Carry Over	\$190,435.95
Est. 2018 Allocation	\$347,702.28
2018 Total	<u>\$538,138.23</u>

2018 SEWER FEE ACCOUNT BUDGET

REVENUE		
0132900	Reserve for Sewer Repair	\$816,000.00
0132901	Fee Collection	\$380,000.00
0132902	PLIGIT Collection	\$35,000.00
0132903	Delinquent Collection	\$10,000.00
0132904	WVSA - Line Repair Reimbursement	\$25,000.00
TOTAL REVENUE		\$1,266,000.00
EXPENSE		
1429371	Operating/Administrative Expense	\$126,500.00
1429372	Sanitary Sewer Compliance Officer	\$90,000.00
1429380	WVSA Outside Billing 7% of Revenue	\$28,000.00
1429390	Note Payment (payoff - 2027) <i>Penvest</i>	\$69,566.00
1429410	Warrior Run Fee	\$750.00
1429420	Sewer Replace/Repair/Road Restore	\$585,184.00
1429430	Engineer - spec/design/bid line repair	\$75,000.00
1429440	Flow Meter Reporting	\$10,000.00
1429450	Equipment (camera, vac machine)	\$75,000.00
1429470	Vehicle Purchase	\$50,000.00
1429460	Fuel	\$5,000.00
1429461	Separate combined Sewer/Stormwater Lines	\$151,000.00
TOTAL EXPENSE		\$1,266,000.00