



TOWNSHIP OF HANOVER

2019 BUDGET

CARRY OVER FUNDS:

Carry Over Funds to Balance:	\$333,243.00
2018 Billing:	\$60,000.00
Fire HQ Escrow:	<u>\$33,000.00</u>
	\$426,243.00

HANOVER TOWNSHIP BUDGET 2019

Carry Over Funds to Balance	\$426,243.00
Fire HQ Escrow Account (interest)	\$33,000.00

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	\$150,000.00
0131020	Earned Income Tax	\$1,075,000.00
0131030	Mercantile-Business Priv Tax	\$800,000.00
0131040	Local Service Tax	\$450,000.00
0131070	Mechanical Device Tax	\$6,500.00
	TOTAL TAXES	\$5,795,000.00
ADMINISTRATIVE PERMITS/FEES #2		
0132126	Gas and Water	\$1,000.00
0132132	Junkyard Licenses	\$200.00
0132134	Billboards	\$1,500.00
0132135	Car Lot	\$800.00
0132138	Vendor Permits	\$350.00
0132180	Cable Franchise Fee	\$106,000.00
0132280	Pave Cuts	\$5,000.00
0138715	BC/BS Employee Co-Payments	\$15,442.00
	TOTAL ADMINISTRATIVE PERMITS/FEES	\$114,850.00
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 (K-9, Golf Tournament, Outside Donations)	\$20,000.00
0133117	Reimbursable OT (AG BuckleUP, DUI, Task Force)	\$30,000.00
0133554	School Crossing Guards	\$36,000.00
0135555	Warrior Run Police Services	\$42,000.00
	TOTAL POLICE SERVICES REVENUE	\$199,000.00
	INTEREST INCOME #4	
0134100	Interest Income	\$12,000.00
0134105	Insurance Claim Income Damage Vehicles/Poles, etc.	\$6,000.00
	TOTAL INTEREST INCOME	\$18,000.00
	RENTS AND ROYALTIES #5	
0134220	Rental of Buildings	\$9,065.00
0134246	Royalties	\$40,000.00
0134247	Towing Services	\$32,615.00
0138007	Fire District Loan Payment 2018/2019	\$21,000.00
0138008	Fire District Monthly Loan Payment	\$18,816.00
	TOTAL RENTS AND ROYALTIES	\$121,496.00
	STATE SHARED #6	
0135501	Public Utility Realty Tax	\$6,000.00
0135508	Liquor License Fee	\$6,000.00
0135515	Firemen's Relief Fee	\$50,000.00
0135518	State Pension Aid	\$275,000.00
0135519	P.I.L.O.T. & WVSA Donation	\$19,000.00
	TOTAL STATE REVENUE	\$356,000.00
	TAX ANTICIPATION- ESCROW CONSORTIUM #7	
0138005	Tax Anticipation Note	\$900,000.00
0138006	Benacon Escrow Account	\$1,308,000.00
	TOTAL TAX ANTICIPATION- ESCROW CONSORTIUM	\$2,208,000.00
	GENERAL GOVERNMENT #8	
0136130	Subdivision Fee	\$3,000.00

0136154	Sale of Ordinance	\$100.00
0138001	Cobra	\$2,000.00
0138004	Auction Proceeds/Vehicle Sales	\$3,000.00
0138012	Carry Over Funds (2018 Bills)	\$60,000.00
	TOTAL GENERAL GOVERNMENT	\$68,100.00
	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	\$40,000.00
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	\$125,000.00
0136251	Heating Permits	\$8,000.00
0136253	Fire Inspections	\$100.00
0136258	UCC Surcharge	\$2,000.00
	TOTAL CODE ENFORCEMENT	\$351,300.00
	SEWAGE SANITATION #10	
0130144	Sewer Compliance Officer	\$89,603.00
0130145	Sewer Operating Expense Reimbursement (Admn, labor, overtime)	\$135,030.00
0136411	Sewage Tap Fee	\$200.00
0136413	Sugar Notch Fee	\$600.00
0136414	Warrior Run Fee	\$3,030.00
	TOTAL SEWAGE SANITATION	\$228,463.00

MISCELLANEOUS #11		
0138000	Miscellaneous Revenue/MMO Reserve	\$25,000.00
	TOTAL MISCELLANEOUS	\$25,000.00
GRANTS #12		
0136434	2015 LSA Grant Award (C000061940) Sewer	\$500,000.00
0136435	2016 LSA Grant Award (C000064532) Sewer	\$278,351.00
0136437	2015 LSA Grant Award (Press Line#4 Medico Industries) C000064772	\$349,200.00
0136438	2017 LSA Medico Grant	\$242,500.00
0136439	2017 LSA C.O.G. Grant	\$123,668.00
0136440	2017 Recycling Grant	\$37,000.00
0136441	2016 Multi-Modal Grant (<i>street resurfacing</i>)	\$550,000.00
0136446	2017 Small Water & Sewer Grant (C000065177)	\$350,000.00
0136447	North Point Scholarship Donation	\$2,000.00
0136451	2017 Green Light Go Grant	\$96,528.00
0136454	2018 Small Water & Sewer Grant	\$362,500.00
0136455	2018 LSA Sewer Grant	\$240,000.00
0136456	Luzerne Co. Community Dev Grant Division St Bridge Replacement	\$1,675,787.00
0136457	Luzerne Co. Community Dev Grant Oxford St Bridge Rehabilitation	\$400,000.00
0136458	Luzerne Co. Community Dev Grant Handicap Accessible Tot Park	\$135,741.00
0136459	Luzerne Co. Community Dev Grant Division St Road Restoration	\$278,704.00
0136460	2018 Multi Modal Grant (<i>Loomis Bridge</i>)	\$537,000.00
0136461	2018 Recycling 902 Grant	\$159,700.00
	TOTAL GRANTS	\$6,318,679.00
TOTAL REVENUE		\$15,803,888.00

EXPENSE (General Fund)		
	GENERAL GOVERNMENT ADMINISTRATION #1	
1400113	Commissioners	\$22,750.00
1400124	Township Manager	\$70,770.00
1400141	Township Secretary	\$6,350.00
1400142	Clerk Secretaries, Bookkeepers	\$137,712.00
1400143	Budget Director Salary	\$16,400.00
1400144	Sanitary Sewer Compliance Officer	\$59,500.00
1400146	Budget Assistant Salary	\$9,000.00
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, Document Scan & Postage	\$5,834.00
1402331	Auditor	\$32,000.00
1402332	Grant Auditing	\$3,000.00
1403113	Compensation Real Estate Tax Collector	\$11,000.00
1403114	Treasurer	\$8,915.00
1404130	Solicitor	\$13,875.00
1404316	Payroll Services	\$20,000.00
1408130	Engineer - General Engineering	\$20,000.00
1408131	Legal (Twp. Solicitor)	\$60,000.00
1408132	Legal Civil Service Commission	\$1,000.00

1408133	Legal - Special Counsel, Labor/Litigation	\$20,000.00
1408134	Health Care, Vision, Dental, Life Insurance	\$308,539.00
1408135	Longevity (Clerical)	\$13,200.00
	TOTAL GENERAL ADMINISTRATION	\$870,920.00
	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	\$5,000.00
1403115	Municipal Tax Refund	\$1,000.00
1403210	Materials/Equipment	\$1,000.00
1403240	Print Tax Bill	\$7,161.00
1403353	Tax Collectors Bond	\$500.00
	TOTAL TAX COLLECTION FEE	\$14,661.00
	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	\$10,000.00
	TOTAL MUNICIPAL BUILDING	\$73,500.00
	POLICE PROTECTION #5	
1410120	Police Officers - (2 Detectives, 4 Sgts., 9 Officers)	\$950,750.00
1410121	Part-Time Police Clerk	\$21,349.00
1410133	School Crossing Guard	\$93,500.00
1410134	Health Care, Vision, Dental, Life Insurance	\$457,951.00
1410135	Disability Insurance	\$2,530.00

1410154	Court Wages	\$36,800.00
1410158	Sickleave Buy Back	\$20,000.00
1410164	Overtime, Paid for Position	\$125,000.00
1410165	AG DUI, BuckleUP, Taskforce Reimbursable OT	\$30,000.00
1410170	Police Chief	\$80,790.00
1410172	Longevity	\$87,100.00
1410182	Paid Holiday	\$35,750.00
1410187	Supplies	\$10,000.00
1410220	Gas/Oil	\$17,000.00
1410231	Clothing Uniform	\$7,000.00
1410238	Bullet Proof Vest	\$8,800.00
1410239	Copier, Police Records Management System	\$10,000.00
1410243	K-9 Expense	\$2,500.00
1410300	Actuary	\$200.00
1410317	Arbitration	\$10,000.00
1410325	Radio Cost	\$1,000.00
1410350	Police Liability Insurance	\$15,000.00
1410374	Police Vehicle Payments 2016 AWD 4of4 (Landmark) ends 5/19	\$5,348.00
1410375	Vehicle Tires	\$8,000.00
1410376	Vehicle Maintenance	\$8,000.00
1410377	Police Vehicle Payments 2017 3of3 (Municipal Capt Finance ends 3/19)	\$13,949.00
1410378	Police Vehicle Payments 2018 2of3 (Municipal Capt Finance) ends 5/20	\$14,521.00
1410379	Police Vehicle Payments 2019 1of3	\$17,315.00

1410420	Training Classes, Travel, and Seminars	\$3,000.00
1410422	Hospital Fee Investigative Test	\$2,000.00
1410880	Supplies - Donation Proceeds	\$20,000.00
	TOTAL POLICE PROTECTION	\$2,115,153.00
	FIRE PROTECTION #6	
1411122	Fire Chief Salary	\$56,100.00
1411123	Deputy Fire Chief	\$3,600.00
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	\$138,305.00
1411128	Longevity	\$25,600.00
1411140	Salary Fire Truck Drivers	\$213,300.00
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 - Vol.FireDistrict	\$15,000.00

1411501	Fireman Relief Payment (pass through)	\$50,000.00
1411502	Newtown Lease	\$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	\$25,000.00
1411702	Fire HQ Loan Payment 2018/2019	\$53,000.00
1411703	Fire HQ Monthly Loan Payment (1of39)	\$66,000.00
	TOTAL FIRE PROTECTION	\$826,705.00
	CODE ENFORCEMENT #7	
1413122	Building/Code Enforcement	\$45,900.00
1413123	Housing and Maintenance	\$18,380.00
1413124	Health Officer	\$14,165.00
1413125	Fuel	\$1,200.00
1413141	Electrical Inspector	\$16,482.00
1413142	Zoning Officer	\$6,367.00
1413143	Health Care, Vision, Dental, Life Insurance	\$77,957.00
1413144	Code Clerk	\$45,615.00
1413145	Longevity	\$5,950.00
1413195	Plan Review Fees	\$20,000.00
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 3of3	\$7,800.00

1421000	Materials (Health Officer)	\$200.00
1421500	Animal Population Control	\$7,500.00
	TOTAL CODE ENFORCEMENT	\$276,816.00
	PLANNING AND ZONING #8	
1414130	Zoning Solicitor/Research & Opinion	\$4,000.00
1414200	General Expense	\$400.00
1414511	Planning Solicitor/Research & Opinion	\$3,000.00
1414512	Zoning Board	\$5,700.00
1414513	Planning Commission	\$1,300.00
	TOTAL PLANNING AND ZONING	\$14,400.00
	CIVIL DEFENSE #9	
1415200	Emergency Management	\$500.00
	TOTAL CIVIL DEFENSE	\$500.00
	PUBLIC WORKS DEPARTMENT #12	
1427365	Landfill Fee (yr 2 of 5)	\$302,000.00
1430122	Road Supervisor	\$63,750.00
1430140	Laborers - 15	\$683,100.00
1430141	Part-time Labors (Temporary) - 5	\$87,400.00
1430142	Seasonal Labors	\$25,000.00
1430143	Longevity	\$55,050.00
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 4of5 (ESSA end 2020)	\$8,125.00
1430263	Truck Payment 2015 F-550 4of5 (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	\$419,510.00
	TOTAL PUBLIC WORKS	\$1,903,011.00
	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
	TOTAL DEBT SERVICES	\$909,000.00
	MISCELLANEOUS #15	
1410360	Signal Power	\$3,800.00
1410371	Signal Repair	\$10,000.00
1480000	Miscellaneous	\$25,000.00
1480012	Carry Over Bills From 2018	\$60,000.00
	TOTAL MISCELLANEOUS	\$98,800.00
	INSURANCES #16	
1486351	General Liability	\$50,000.00
1486352	Property, Inland Marine, Equipment, Crime	\$22,000.00
1486353	Bonding Secretary/Treasurer	\$2,500.00
1486354	Workers' Compensation	\$200,000.00
1486355	Public Officials Liability	\$20,000.00

1486356	Auto Insurance	\$45,000.00
	TOTAL INSURANCES	\$339,500.00
	EMPLOYEE BENEFITS #17	
1487157	Healthcare Reserve Benacon	\$1,308,000.00
1487160	2018 MMO AFSCME	\$295,000.00
1487161	Social Security/Medicare	\$160,000.00
1487162	Unemployment UCOMP	\$19,000.00
1487163	Retiree Health, Dental, Vision, Life Insurance	\$29,466.00
1487164	Perfect Attendance, Health Care Opt Out, SL BuyBack	\$76,500.00
1487165	2018 MMO Police	\$690,000.00
1487166	Retiree - Health Care Opt Out Payment	\$5,000.00
1487167	Midstate Occupational (Employee Drug Testing)	\$4,000.00
	TOTAL EMPLOYEE BENEFITS	\$2,586,966.00
	GRANTS, LOANS, PROJECT #19	
1439001	2015 LSA Grant (C000061940) Sewer	\$500,000.00
1439004	2016 LSA Grant Award (C000064532)	\$278,351.00
1439005	2015 LSA Grant (Press Line-Medico) C000064772	\$349,200.00
1439009	2016 Multi-Modal Grant (Street Resurfacing)	\$450,000.00
1439010	2017 LSA Medico Grant	\$242,500.00
1439011	2017 LSA C.O.G. Grant	\$123,668.00
1439012	2017 Small Water & Sewer Grant (C000065177)	\$350,000.00
1439013	North Point Scholarship Donation	\$2,000.00
1439014	2017 Green Light Go Grant	\$96,528.00
1439017	2018 Small Water & Sewer Grant	\$362,500.00
1439018	2018 LSA Sewer Grant	\$240,000.00

1439019	Luzerne Co. Community Dev Grant Division St Bridge Replacement	\$1,675,787.00
1439020	Luzerne Co. Community Dev Grant Oxford St Bridge Rehabilitation	\$400,000.00
1439021	Luzerne Co. Community Dev Grant Handicap Accessible Tot Park	\$135,741.00
1439022	Luzerne Co. Community Dev Grant Division St Road Restoration	\$278,704.00
1439023	2018 Multi-Modal Grant (<i>Loomis Bridge</i>)	\$537,000.00
1439024	2018 Recycling 902 Grant	\$159,700.00
	TOTAL GRANTS AND LOANS	\$6,181,679.00

	TOTAL EXPENSE	\$16,230,131.00
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2019 SEWER FEE ACCOUNT BUDGET

Carry Over Funds		\$687,654.00
REVENUE		
0132900	Reserve for Sewer Repair	\$687,654.00
0132901	Fee Collection	\$350,000.00
0132902	PLIGIT Collection	\$35,000.00
0132903	Delinquent Collection	\$10,000.00
0132904	WVSA - Line Repair Reimbursement	\$25,000.00
0132905	WB Twp Emergency repair to Solomon Creek Interceptor Fund	\$64,724.00
	TOTAL REVENUE	\$1,172,378.00
EXPENSE		
1429371	Operating/Administrative Expense	\$135,030.00
1429372	Sanitary Sewer Compliance Officer	\$88,000.00
1429380	WVSA Outside Billing 7% of Revenue	\$29,750.00
1429390	Note Payment (payoff - 2027) <i>Penvest</i>	\$69,566.00
1429410	Warrior Run Fee	\$750.00
1429420	Sewer Replace/Repair/Road Restore	\$455,184.00
1429430	Engineer - spec/design/bid line repair	\$75,000.00
1429440	Flow Meter Reporting	\$10,000.00
1429450	Equipment (camera, vac machine, manhole welder/cutter)	\$50,000.00
1429460	Fuel	\$5,000.00
1429461	Separate combined Sewer/Stormwater Lines	\$106,874.00
1429462	50% Multi-Modal Match (Loomis Bridge)	\$82,500.00
1429463	WB Twp Emergency repair to Solomon Creek Interceptor Fund	\$64,724.00
	TOTAL EXPENSE	\$1,172,378.00

2019 LIQUID FUELS	
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Carry Over	\$174,055.00
Est. 2019 Allocation	\$352,521.00
2019 Total	<u>\$526,576.00</u>

2019 CAPITAL FUNDS	
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Carry Over (as of Dec 2018)	\$824,915.00
2019 Total	\$824,915.00

2019 STORM WATER FUND	
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Estimated Fund Balance	\$240,000.00
2019 Total	\$240,000.00