

**MINUTES FOR THE REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, JANUARY 16, 2024 – 7:15PM**

Ms. Wolbert read the SPECIAL NOTE: To meet the requirements established by the Office of Open Records for virtual meetings, this meeting shall be audio and video recorded via WebEx and East Stroudsburg Borough Page on Facebook from the initial announcement of the meeting until its end with the exception of the executive session if any, which shall not be recorded.

PRESENT IN PERSON: Sonia Wolbert; Edmund Freeborn; Carrie Panepinto; Erika Huber; Jane Gagliardo; Paul Shemansky; Mayor Victor Brozusky; Solicitor John Prevoznik; Nate Oiler, Borough Engineer of RKR Hess, Jayme Naberezny, Borough Manager, and Assistant to Borough Manager, Danielle Decker.

ABSENT: No one.

Ms. Wolbert called the meeting to order at 7:28PM and lead in the Pledge of Allegiance.

Report on Executive Session: The Solicitor reported that an Executive Session was held on January 16, 2024, starting at 6:47PM, prior to the start of the Council Meeting. Ms. Wolbert, Ms. Panepinto, Mr. Freeborn, Ms. Huber, Ms. Gagliardo, Mr. Shemansky, Mayor Brozusky, and Borough Manager Jayme Naberezny were all present. A security issue, personnel issue, zoning, and a contract in lease were discussed. Mr. Freeborn left at 7:10PM. The Middle Dam and possible negotiations were discussed. Executive Session ended at approximately 7:25PM and no decisions were made during Executive Session.

Public Comments – Agenda Items: There were no public comments.

January 2, 2024 Council Reorganization & Regular Meeting Minutes: A motion was made by Mr. Shemansky and seconded by Ms. Huber to approve the January 2, 2024 Council Reorganization and Regular Meeting Minutes. The motion passed unanimously.

Fire Chief's Report: distributed via email

Police Report: Captain Raymond gave a brief report on the pedestrian crash that happened on Milford Road.

Engineer's Report:

MS4 Stormwater Requirements: A motion was made by Mr. Freeborn and seconded by Ms. Huber to table, until next work session, authorizing RKR Hess to prepare the schematic design, construction budget and a proposed easement document to present to the East Stroudsburg School District to obtain the authorizations needed to proceed with the detailed design and preparation of permit applications to perform stabilization of the stream bank to meet the goals of the East Stroudsburg Borough Pollution Reduction Plan (PRP) required for the MS4 permit. The cost of engineering services based on a time and expense basis at Borough rates shall not exceed \$6,000.00 for this portion of the design scope. Motion passed unanimously.

Forge Road U-Haul Land Development Project (adjacent to the Borough WWTP): A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to approve to execute the

Development Agreement as drafted by the Borough Solicitor, contingent upon recommendation from the Borough Engineer and Borough Solicitor, and approval from Borough Manager. Motion passed unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve and execute a Stormwater Facilities Management Maintenance and Monitoring Agreement contingent upon recommendation from the Borough Engineer and Borough Solicitor, and approval from Borough Manager. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to enter into a Stormwater Discharge Agreement with Americo Real Estate in an existing swale along Forge Road on the Borough Property contingent upon recommendation from Borough Engineer and Borough Solicitor and approval from Borough Manager. Motion passed unanimously.

Moving and Storage Center Zoning Ordinance Amendment: A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to approve forwarding the January 10, 2024 draft of the Moving and Storage Ordinance #1402-24 to the Monroe County Planning Commission and the East Stroudsburg Planning Commission for review and comment. Motion passed unanimously.

Zoning Map Amendment: A motion was made by Mr. Freeborn and seconded by Mr. Shemansky to approve forwarding the draft of the Official Zoning Map East Stroudsburg Borough, dated November 2023, and prepared by the Monroe County Planning Commission to the Monroe County Planning Commission and the East Stroudsburg Planning Commission for review and comment. Motion passed unanimously.

TYMAR (former National Guard Armory) Property: A motion was made by Mr. Shemansky and seconded by Ms. Huber to authorize the Borough Manager to forward a letter to PennDOT outlining the Borough coordination of the request by the Owner to eliminate three parking spaces required to provide site distance for the proposed driveway access to Washington Street. Motion passed unanimously.

A motion was made Ms. Huber and seconded by Ms. Panepinto to authorize the Borough Manager to forward a letter to PennDOT commenting on the project as requested by PennDOT as part of the PennDOT permit application process. Motion passed unanimously.

Event Center Ordinance Zoning Ordinance Revision: A motion to table forwarding the proposed zoning ordinance amendment for Event Centers to the East Stroudsburg Planning Commission and Monroe County Planning Commission for review and comment and to have it sent back to the Zoning and Planning Committee instead. Motion passed unanimously.

Perry Street and Pearl Street Paving and ADA Improvements Project: A motion was made by Mr. Freeborn and seconded by Ms. Huber to authorize RKR Hess to proceed with the field survey and design of paving and ADA improvements required for the preparation of bid documents for the project in the amount not to exceed \$30,000 based on the time and material costs. Motion passed unanimously.

REPORTS:

Public Works: A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to accept the Public Works Report as distributed via email and to be attached to the minutes. Motion carried unanimously.

Zoning Report: A motion was made by Mr. Freeborn and seconded by Ms. Huber to accept the Zoning Report as distributed via email and to be attached to the minutes. Motion carried unanimously.

Finance Report: A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to accept the Finance Report as distributed via email and to be attached to the minutes. Motion carried unanimously.

Operations Committee: Ms. Wolbert gave a brief synopsis on the last meeting. Ms. Wolbert announced that Chief Black spoke about a possible live-in program for the firehouse and Ms. Naberezny provided a current organizational chart for review and ambulance service options.

Zoning and Planning Committee (ZAP): no meeting

Community Relations Committee: Ms. Panepinto asked for the committee meeting time to be changed from 4:30PM to 5PM. A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to advertise and change the start time for the Community Relations Committee from 4:30PM to 5PM. Motion passed unanimously.

Mayor Victor Brozusky: Mayor Brozusky spoke about a countywide plan for hazard mitigation. Mayor Brozusky announced there was a meter down (#635) by the taco restaurant and inquired about a house on Franklin Hill Road. Mayor Brozusky gave a tip of the hat to the DPW department for the latest snow storms.

Carrie Panepinto: Ms. Panepinto thanked DPW for their hard and good work on the roads during the snow storm.

Paul Shemansky: nothing to report

Jane Gagliardo: Ms. Gagliardo inquired about resident parking on Grove Street and a resident blocking his own driveway with his car. Ms. Gagliardo asked about Child at Play signs being put on Willow Street and about a burnt out car on a property on Elizabeth Street. Ms. Gagliardo inquired about the banners and thanked DPW for the good condition of the roads during the snow storms.

Ed Freeborn: Mr. Freeborn inquired to Chief Black if he received the hazard mitigation information.

Erika Huber: Ms. Huber asked for an update on the status of changing the name of the creek at King Street. Ms. Huber asked about what the protocol for committee cancellation and timeframe is and asked for it to be put on the next Work Session Agenda.

Sonia Wolbert: Ms. Wolbert spoke about the flooding on Prospect Street due to a 12-inch pipe being replaced with a 6-inch pipe.

Solicitor's Report: Nothing to report.

Manager's Report:

A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to ratify the hiring of an Administrative Assistant, Claudia Sanchez at the hourly rate of \$18.50 and a start date of January 3, 2024. Motion passed unanimously.

A motion as made by Ms. Panepinto and seconded by Mr. Shemansky to approve the hiring of Administrative Assistant, Jessica Kline to start on February 5, 2024 at the hourly rate of \$18.50. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to approve Carrie Panepinto and Paul Shemansky as signatories for the Twin Boroughs Recycling ESSA Account. Motion passed unanimously.

A motion was made by Ms. Huber and seconded by Ms. Panepinto to set and advertise the Zoning and Planning Committee Meeting schedule as the second Tuesday of each month at 5PM and the additional meeting on Tuesday, January 23, 2024 at 6:30PM in the Municipal Building and via the East Stroudsburg Borough's Facebook Page. Motion passed unanimously.

A motion was made by Mr. Free born and seconded by Ms. Panepinto to approve advertising for an Assistant Maintenance Foreman, a Part-Time Recycling Laborer, and a Codes Officer, with no particular one exceeding \$400. Motion passed unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve advertising for bids for the supply of chemicals for the Public Water System and Wastewater Treatment Plant for up to a three-year period, commencing March 1, 2024. Motion passed unanimously.

A motion was made by Ms. Huber and seconded by Mr. Shemansky to approve any Council Members to attend or do virtually Pennsylvania State Association of Boroughs (PSAB) training for newly elected officials at a cost not to exceed \$150.00 per person. Motion passed unanimously.

Public Comments – New Business & Non-Agenda Items: There were no Public Comments.

Ratification of Bills Payable: A motion was made by Mr. Freeborn and seconded by Ms. Huber to table the Warrant List #240116, as presented. Motion passed unanimously.

Work Session on Monday, January 22, 2024: A motion was made by Mr. Freeborn and seconded by Mr. Shemansky to advertise the Council Work Session/Special Meeting on Monday, January 22, 2024 as a business meeting. Motion passed unanimously.

Executive Session: A motion was made by Ms. Huber and seconded by Ms. Gagliardo to go into Executive Session at 8:55PM. Motion passed unanimously.

A motion was made by Ms. Huber and seconded by Ms. Gagliardo to reconvene the Regular Council Meeting at 9:12PM. Motion passed unanimously.

Report on Executive Session: The Solicitor reported that an Executive Session was held on January 16, 2024, starting at 8:57PM. Ms. Wolbert, Ms. Panepinto, Mr. Freeborn, Ms. Huber, Ms. Gagliardo, Mr. Shemansky, and Mayor Brozusky were all present. A personnel matter was discussed, and no decisions were made during the Executive Session. Executive Session ended at approximately 9:12PM.

Adjournment:

A motion was made by Ms. Panepinto and seconded by Ms. Huber to adjourn the meeting at 9:13PM. Motion passed unanimously.

**Consolidated Statement of Activity - Budget vs Actual
December 31, 2023**

<u>Account # & Title</u>	<u>Y-T-D 12/31/2023</u>	<u>Y-T-D 12/31/2022</u>	<u>Variance</u>	<u>%</u>	<u>Budget 12/31/2023</u>	<u>Variance</u>	<u>%</u>
Revenues							
<u>TAXES</u>							
301-1000 Real Estate Tax- Current Year	1,398,855.34	1,148,848.45	250,006.89	(0.22)	1,445,925.00	(47,069.66)	0.03
301-2000 Real Estate Tax- Prior Year	522.98	121.21	401.77	(3.31)	320.00	202.98	(0.63)
301-3000 Real Estate Tax - Interim	1,856.38	1,574.26	282.12	(0.18)	192.00	1,664.38	(8.67)
301-4000 Real Estate Tax - Delinquent	69,312.09	120,327.94	(51,015.85)	0.42	79,664.00	(10,351.91)	0.13
TOTAL TAXES	1,470,546.79	1,270,871.86	199,674.93	(0.16)	1,526,101.00	(55,554.21)	0.04
<u>ACT 511 TAXES</u>							
310-1000 Real Estate Transfer Tax	143,854.99	309,466.99	(165,612.00)	0.54	185,000.00	(41,145.01)	0.22
310-2000 Earned Income Tax	1,055,216.86	1,015,479.75	39,737.11	(0.04)	925,000.00	130,216.86	(0.14)
310-5000 Municipal Service Tax	307,789.25	299,836.23	7,953.02	(0.03)	295,000.00	12,789.25	(0.04)
TOTAL ACT 511 TAXES	1,506,861.10	1,624,782.97	(117,921.87)	0.07	1,405,000.00	101,861.10	(0.07)
<u>BUSINESS LICENSES/PERMITS</u>							
321-2000 Health/Restaurant Licenses	21,810.50	20,349.10	1,461.40	(0.07)	14,500.00	7,310.50	(0.50)
321-6100 Rental License	173,629.00	151,931.87	21,697.13	(0.14)	165,000.00	8,629.00	(0.05)
321-6110 Short-Term Rental Lic.	0.00	0.00	0.00	0.00	2,500.00	(2,500.00)	1.00
321-8000 Cable TV Franchise Tax	96,957.60	113,087.10	(16,129.50)	0.14	118,500.00	(21,542.40)	0.18
TOTAL LICENSES/PERMITS	292,397.10	285,368.07	7,029.03	(0.02)	300,500.00	(8,102.90)	0.03
<u>NON-BUSINESS PERMITS</u>							
322-8100 Event Permit Fee	775.00	1,225.00	(450.00)	0.37	1,500.00	(725.00)	0.48
322-8200 Street Opening Permits	15,160.00	7,000.00	8,160.00	(1.17)	9,000.00	6,160.00	(0.68)
322-9400 Misc Permits	1,515.00	12,145.00	(10,630.00)	0.88	10,000.00	(8,485.00)	0.85
TOTAL NON-BUSINESS PERMITS	17,450.00	20,370.00	(2,920.00)	0.14	20,500.00	(3,050.00)	0.15
<u>FINES</u>							
331-1100 Vehicle Code Violations	163,397.91	182,517.83	(19,119.92)	0.10	190,000.00	(26,602.09)	0.14
331-1200 Violation of Zoning Ord & Statutes	18,061.68	20,363.92	(2,302.24)	0.11	36,000.00	(17,938.32)	0.50
331-1210 Vehicle Boot Fines	50.00	0.00	50.00	0.00	0.00	50.00	0.00
TOTAL FINES	181,509.59	202,881.75	(21,372.16)	0.11	226,000.00	(44,490.41)	0.20
<u>INTEREST</u>							
TOTAL INTEREST	45,637.35	8,780.38	36,856.97	(4.20)	5,500.00	40,137.35	(7.30)
<u>RENTS</u>							
342-4700 Borough Property Rental	0.00	201.00	(201.00)	1.00	100.00	(100.00)	1.00
342-5310 Royalties - Cell Tower	30,614.10	29,797.87	816.23	(0.03)	30,125.00	489.10	(0.02)
TOTAL RENTS	30,614.10	29,998.87	615.23	(0.02)	30,225.00	389.10	(0.01)
<u>STATE GRANT PROGRAM</u>							
354-1200 Performance Grant - Twin Boroughs	24,556.29	20,339.65	4,216.64	(0.21)	22,000.00	2,556.29	(0.12)
354-1260 American Recovery Funds	0.00	0.00	0.00	0.00	265,000.00	(265,000.00)	1.00
TOTAL STATE GRANTS	24,556.29	20,339.65	4,216.64	(0.21)	287,000.00	(262,443.71)	0.91
<u>STATE SHARED REVENUE</u>							
355-0100 Public Utility Realty/Bev Tax	7,120.33	4,893.43	2,226.90	(0.46)	3,875.00	3,245.33	(0.84)
355-0500 Foreign Cas Ins Pre (Pension Aide)	53,129.84	43,170.43	9,959.41	(0.23)	46,070.00	7,059.84	(0.15)
355-0700 Foreign Fire Ins Premium Tax	49,778.76	48,453.47	1,325.29	(0.03)	46,750.00	3,028.76	(0.06)
TOTAL STATE SHARED REVENUE	110,028.93	96,517.33	13,511.60	(0.14)	96,695.00	13,333.93	(0.14)
<u>PMT IN LIEU OF TAXES</u>							
359-0010 Housing Authority PILOT	6,927.07	6,621.92	305.15	(0.05)	5,500.00	1,427.07	(0.26)
TOTAL PILOT	6,927.07	6,621.92	305.15	(0.05)	5,500.00	1,427.07	(0.26)
<u>GENERAL GOVERNMENT</u>							
361-1110 Closing Report Fee	7,904.55	14,775.00	(6,870.45)	0.47	12,500.00	(4,595.45)	0.37
361-3300 Permits - Zoning - Gen Government	112,050.04	96,881.17	15,168.87	(0.16)	200,000.00	(87,949.96)	0.44
361-3400 Zoning Plan Review	39,129.67	24,559.30	14,570.37	(0.59)	22,500.00	16,629.67	(0.74)
361-5000 Codes Office Supplies	0.70	33.25	(32.55)	0.98	15.00	(14.30)	0.95
TOTAL GENERAL GOVERNMENT	159,084.96	136,248.72	22,836.24	(0.17)	235,015.00	(75,930.04)	0.32
<u>PUBLIC SAFETY</u>							
362-4710 Rental Unit Reinspection Fees	0.00	0.00	0.00	0.00	500.00	(500.00)	1.00
TOTAL PUBLIC SAFETY	0.00	0.00	0.00	0.00	500.00	(500.00)	1.00
<u>HIGHWAYS & STREETS</u>							

363-2100 Meter Revenue	104,153.49	100,653.52	3,499.97	(0.03)	125,000.00	(20,846.51)	0.17
363-2200 Parking Permits	17,493.62	22,602.84	(5,109.22)	0.23	18,000.00	(506.38)	0.03
363-2210 Residential Parking Permit	5,007.50	1,327.50	3,680.00	(2.77)	525.00	4,482.50	(8.54)
363-2300 Meter Bags	1,807.60	2,500.50	(692.90)	0.28	850.00	957.60	(1.13)
363-5100 PennDOT Snow Removal	0.00	21,415.03	(21,415.03)	1.00	20,582.00	(20,582.00)	1.00
363-5200 Borough DPW Services	455.00	1,060.00	(605.00)	0.57	750.00	(295.00)	0.39
TOTAL HIGHWAYS & STREETS	128,917.21	149,559.39	(20,642.18)	0.14	165,707.00	(36,789.79)	0.22

SANITATION

364-3010 Solid Waste User Fees	903,937.85	910,271.78	(6,333.93)	0.01	1,038,695.00	(134,757.15)	0.13
364-3020 Solid Waste Fees Prior/Delinquent	20,008.04	21,834.39	(1,826.35)	0.08	15,500.00	4,508.04	(0.29)
364-3030 Solid Waste - Bulk items and tags	18,143.80	18,394.50	(250.70)	0.01	15,500.00	2,643.80	(0.17)
364-3150 Lien Rents Solid Waste	18,074.55	0.00	18,074.55	0.00	1,500.00	16,574.55	(11.05)
364-3160 Garbage Lien Interest	6,432.80	4,445.37	1,987.43	(0.45)	8,500.00	(2,067.20)	0.24
TOTAL SANITATION	966,597.04	954,946.04	11,651.00	(0.01)	1,079,695.00	(113,097.96)	0.10

GOLF

PMT FROM WATER CO

MISCELLANEOUS REVENUES

380-1000 Stroudsburg Share- TB Employee	8,867.97	3,554.62	5,313.35	(1.49)	17,992.00	(9,124.03)	0.51
380-1010 Emp Cont Hlth Insr	7,922.26	8,096.74	(174.48)	0.02	9,099.00	(1,176.74)	0.13
380-1070 Miscellaneous Income	18,390.20	5,100.56	13,289.64	(2.61)	550.00	17,840.20	(32.44)
380-5100 Shopping Cart Fees	2,475.00	4,185.00	(1,710.00)	0.41	5,500.00	(3,025.00)	0.55
TOTAL MISC. REVENUES	37,655.43	20,936.92	16,718.51	(0.80)	33,141.00	4,514.43	(0.14)

CONTR. FROM PRIVATE

387-0140 Shade Tree Contributions	0.00	100.00	(100.00)	1.00	0.00	0.00	0.00
TOTAL CONTR PRIVATE	0.00	100.00	(100.00)	1.00	0.00	0.00	0.00

SALE OF ASSETS

391-0010 Sale of Assets	52,550.00	0.00	52,550.00	0.00	650,000.00	(597,450.00)	0.92
391-0020 Damage to Borough Property	464.54	0.00	464.54	0.00	15,000.00	(14,535.46)	0.97
TOTAL SALE OF ASSETS	53,014.54	0.00	53,014.54	0.00	665,000.00	(611,985.46)	0.92

TRANSFERS

392-0060 Transfer from Water	0.00	17,000.00	(17,000.00)	1.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	17,000.00	(17,000.00)	1.00	0.00	0.00	0.00

CAPITAL PROCEEDS

DIVIDENDS

395-2000 Dividends Received - General Liability	32,241.79	42,528.75	(10,286.96)	0.24	18,000.00	14,241.79	(0.79)
395-3000 Dividends Received - Health Insurance	141,910.03	95,059.36	46,850.67	(0.49)	36,000.00	105,910.03	(2.94)
TOTAL DIVIDENDS	174,151.82	137,588.11	36,563.71	(0.27)	54,000.00	120,151.82	(2.23)
Total Revenues	5,205,949.32	4,982,911.98	223,037.34	(0.04)	6,136,079.00	(930,129.68)	0.15

Expenses

LEGISLATIVE

400-1100 Council Salary	5,880.70	7,499.88	1,619.18	0.22	4,705.00	(1,175.70)	(0.25)
400-1120 Mayor Salary	5,863.38	5,000.04	(863.34)	(0.17)	5,000.00	(863.38)	(0.17)
400-1610 FICA - Legislative	752.74	737.95	(14.79)	(0.02)	602.00	(150.74)	(0.25)
400-1630 Medicare - Legislative	175.59	172.51	(3.08)	(0.02)	141.00	(34.59)	(0.25)
400-3110 Training/Conferences	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1.00
400-3210 Dues/Subscriptions	5,594.72	1,766.92	(3,827.80)	(2.17)	2,250.00	(3,344.72)	(1.49)
400-3310 Misc/Travel	0.00	(98.71)	(98.71)	1.00	250.00	250.00	1.00
TOTAL LEGISLATIVE	18,267.13	15,078.59	(3,188.54)	(0.21)	13,948.00	(4,319.13)	(0.31)

GENERAL GOVERNMENT

401-1210 Manager Salary	47,664.98	34,188.00	(13,476.98)	(0.39)	37,266.00	(10,398.98)	(0.28)
401-1220 Director-Public Works	6,960.00	7,259.05	299.05	0.04	28,080.00	21,120.00	0.75
401-1400 Admin Staff Salary	56,791.48	54,510.65	(2,280.83)	(0.04)	76,900.00	20,108.52	0.26
401-1410 Utility Billing Coordinator	8,848.00	10,399.40	1,551.40	0.15	10,889.00	2,041.00	0.19
401-1610 FICA - Admin	2,861.20	9,047.79	6,186.59	0.68	10,170.00	7,308.80	0.72
401-1630 Medicare - Admin	350.89	1,847.49	1,496.60	0.81	2,378.00	2,027.11	0.85
401-1830 Admin - Overtime	2,169.83	0.00	(2,169.83)	0.00	450.00	(1,719.83)	(3.82)
401-2100 Office Supplies - Administration	4,435.87	3,613.11	(822.76)	(0.23)	2,400.00	(2,035.87)	(0.85)
401-2130 Office Equipment/Furniture	2,127.11	481.08	(1,646.03)	(3.42)	5,300.00	3,172.89	0.60
401-2140 IT Expenses	8,916.13	4,287.46	(4,628.67)	(1.08)	4,950.00	(3,966.13)	(0.80)
401-2150 Computer Equipment/Supplies-Gen Government	5,047.43	1,874.49	(3,172.94)	(1.69)	3,000.00	(2,047.43)	(0.68)
401-2160 Equipment Maintenance	803.44	980.08	176.64	0.18	825.00	21.56	0.03

401-2300 Vehicle Expense	253.93	0.00	(253.93)	0.00	450.00	196.07	0.44
401-3110 Data Storage software	1,159.58	733.67	(425.91)	(0.58)	2,550.00	1,390.42	0.55
401-3210 Telephone - Gen Government	2,637.11	2,515.10	(122.01)	(0.05)	2,595.00	(42.11)	(0.02)
401-3250 Postage - Payroll Processing Fee	1,869.23	2,454.77	585.54	0.24	5,550.00	3,680.77	0.66
401-3310 Travel- Gen Government	0.00	769.63	769.63	1.00	960.00	960.00	1.00
401-3400 Advertising/Printing - Gen Government	1,612.62	2,720.29	1,107.67	0.41	1,650.00	37.38	0.02
401-4200 Association Dues/Subscriptions	7,727.72	5,843.99	(1,883.73)	(0.32)	3,750.00	(3,977.72)	(1.06)
401-4600 Training/Conference - General Government	2,234.00	1,380.58	(853.42)	(0.62)	750.00	(1,484.00)	(1.98)
401-7200 CIP - New Car	103,119.01	0.00	(103,119.01)	0.00	59,509.00	(43,610.01)	(0.73)
TOTAL GENERAL GOVT	267,589.56	144,906.63	(122,682.93)	(0.85)	260,372.00	(7,217.56)	(0.03)
FINANCIAL ADMINISTRATION							
402-3100 Trustee Chg Bond Payment	2,118.00	1,243.00	(875.00)	(0.70)	1,625.00	(493.00)	(0.30)
402-3110 Auditing Services - General Fund	14,408.50	10,750.00	(3,658.50)	(0.34)	14,640.00	231.50	0.02
402-3120 Accounting Services	1,371.60	2,325.65	954.05	0.41	3,250.00	1,878.40	0.58
402-3170 Accounting Software	3,572.40	2,547.46	(1,024.94)	(0.40)	2,300.00	(1,272.40)	(0.55)
402-3210 Credit Card Fees	9,759.46	10,575.32	815.86	0.08	5,700.00	(4,059.46)	(0.71)
TOTAL FINANCIAL ADMIN	31,229.96	27,441.43	(3,788.53)	(0.14)	27,515.00	(3,714.96)	(0.14)
TAX COLLECTION							
403-1140 Tax Collector Salary	4,063.00	4,884.73	821.73	0.17	4,233.00	170.00	0.04
403-1610 FICA - Tax Collector	72.80	216.34	143.54	0.66	262.00	189.20	0.72
403-1630 Medicare - Tax Collector	16.90	55.26	38.36	0.69	61.00	44.10	0.72
403-2100 Materials & Supplies	855.76	1,289.37	433.61	0.34	1,594.00	738.24	0.46
403-3150 Commission Del. Real Estate Tax	2,979.24	2,608.23	(371.01)	(0.14)	1,594.00	(1,385.24)	(0.87)
403-3170 Commission Local Ser. Tax	4,614.04	4,552.74	(61.30)	(0.01)	4,500.00	(114.04)	(0.03)
403-3180 Commission Earned Income Tax	15,576.82	15,274.11	(302.71)	(0.02)	15,500.00	(76.82)	0.00
403-3190 Commission Deed Transfer Tax	2,877.11	6,488.48	3,611.37	0.56	1,500.00	(1,377.11)	(0.92)
TOTAL TAX COLLECTION	31,055.67	35,369.26	4,313.59	0.12	29,244.00	(1,811.67)	(0.06)
LEGAL SERVICES							
404-3140 Solicitor Retainer & Fees	116,823.09	166,931.21	50,108.12	0.30	100,000.00	(16,823.09)	(0.17)
TOTAL LEGAL SERVICES	116,823.09	166,931.21	50,108.12	0.30	100,000.00	(16,823.09)	(0.17)
ENGINEERING							
408-3130 Engineering Services - Gen Prof Services	59,649.85	93,441.12	33,791.27	0.36	0.00	(59,649.85)	0.00
TOTAL ENGINEERING	59,649.85	93,441.12	33,791.27	0.36	0.00	(59,649.85)	0.00
MUNICIPAL BUILDINGS (70/15/15)							
409-2360 Materials & Supplies - Mun Bldg	59.80	1,674.94	1,615.14	0.96	450.00	390.20	0.87
409-3610 Electricity-Mun. Bldg.	5,747.57	4,760.08	(987.49)	(0.21)	4,568.00	(1,179.57)	(0.26)
409-3620 Electric Annex	1,599.62	1,328.69	(270.93)	(0.20)	1,125.00	(474.62)	(0.42)
409-3640 Gas (heat) - Annex	1,034.06	1,407.54	373.48	0.27	1,013.00	(21.06)	(0.02)
409-3730 Maintenance & Repair Annex	3,466.40	2,978.37	(488.03)	(0.16)	1,575.00	(1,891.40)	(1.20)
409-3740 Maintenance & Repairs	9,770.02	10,371.76	601.74	0.06	1,125.00	(8,645.02)	(7.68)
TOTAL MUNICIPAL BUILDING	21,677.47	22,521.38	843.91	0.04	9,856.00	(11,821.47)	(1.20)
POLICE DEPARTMENT							
410-7600 SARP Regional Costs	2,840,516.00	2,724,954.00	(115,562.00)	(0.04)	2,840,516.00	0.00	0.00
TOTAL POLICE	2,840,516.00	2,724,954.00	(115,562.00)	(0.04)	2,840,516.00	0.00	0.00
FIRE DEPARTMENT							
411-2100 Auxiliary Donation - Fire Dept	3,300.00	10,103.40	6,803.40	0.67	15,000.00	11,700.00	0.78
411-2500 Vehicle Maint/Supplies- Fire Dept	10,346.15	8,370.26	(1,975.89)	(0.24)	7,500.00	(2,846.15)	(0.38)
411-2600 Small Tools/ Equipment	4,455.00	752.96	(3,702.04)	(4.92)	5,500.00	1,045.00	0.19
411-3210 Telephone - Fire Dept	3,601.19	2,634.65	(966.54)	(0.37)	2,500.00	(1,101.19)	(0.44)
411-3270 Radio Maintenance	0.00	4,304.60	4,304.60	1.00	10,000.00	10,000.00	1.00
411-3620 Electricity	10,654.26	9,539.37	(1,114.89)	(0.12)	11,500.00	845.74	0.07
411-3630 Gas (heat)	366.47	165.99	(200.48)	(1.21)	5,000.00	4,633.53	0.93
411-3730 Equipment Testing	6,937.72	7,579.49	641.77	0.08	10,000.00	3,062.28	0.31
411-4200 Building Maintenance- Fire Dept	7,012.05	20,282.72	13,270.67	0.65	28,500.00	21,487.95	0.75
411-4600 Contracted Services	0.00	2,840.95	2,840.95	1.00	2,500.00	2,500.00	1.00
411-5300 Contribution	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1.00
TOTAL FIRE DEPARTMENT	46,672.84	66,574.39	19,901.55	0.30	99,000.00	52,327.16	0.53
CODE ENFORCEMENT							
413-1220 Code Enforcement Office Salary	35,941.15	24,384.40	(11,556.75)	(0.47)	30,240.00	(5,701.15)	(0.19)
413-1400 Staff Salary	151,084.70	68,189.34	(82,895.36)	(1.22)	126,750.00	(24,334.70)	(0.19)
413-1610 FICA - Code Enforcement	9,399.61	5,739.89	(3,659.72)	(0.64)	9,826.00	426.39	0.04
413-1630 Medicare - Code Enforcement	2,193.02	1,296.80	(896.22)	(0.69)	2,298.00	104.98	0.05
413-1830 Overtime	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1.00
413-2100 Materials & Supplies - Codes	2,643.61	1,063.55	(1,580.06)	(1.49)	1,250.00	(1,393.61)	(1.11)

413-2150 Computer Equipment/Supplies-Code Enforcement	2,218.32	6.00	(2,212.32)	(368.72)	4,500.00	2,281.68	0.51
413-2300 Vehicle Operation - Code Enforcement	0.00	0.00	0.00	0.00	750.00	750.00	1.00
413-2500 Vehicle Maintenance	122.04	163.28	41.24	0.25	750.00	627.96	0.84
413-3150 Software License	7,514.00	7,066.30	(447.70)	(0.06)	8,000.00	486.00	0.06
413-3400 Advertising Expense	4,021.56	746.81	(3,274.75)	(4.38)	2,500.00	(1,521.56)	(0.61)
413-4200 Assoc. Dues/Subscriptions	1,905.66	442.00	(1,463.66)	(3.31)	750.00	(1,155.66)	(1.54)
413-4600 Training/Conference Expense	150.00	0.00	(150.00)	0.00	500.00	350.00	0.70
413-7400 CAP Purchase	0.00	0.00	0.00	0.00	18,500.00	18,500.00	1.00
TOTAL CODE ENFORCEMENT	217,193.67	109,098.37	(108,095.30)	(0.99)	208,114.00	(9,079.67)	(0.04)
<u>PLANNING/ZONING</u>							
414-3130 Engineering	19,282.08	40,759.19	21,477.11	0.53	0.00	(19,282.08)	0.00
414-3140 Legal Services - Planning/Zoning	2,283.58	3,279.50	995.92	0.30	5,500.00	3,216.42	0.58
414-4500 Contracted Permitting	97,167.05	151,379.62	54,212.57	0.36	150,000.00	52,832.95	0.35
TOTAL PLANNING/ZONING	118,732.71	195,418.31	76,685.60	0.39	155,500.00	36,767.29	0.24
<u>EMERGENCY SERVICES</u>							
415-5300 Control Center Payment	63,921.00	50,831.76	(13,089.24)	(0.26)	63,921.00	0.00	0.00
TOTAL EMERGENCY SERVICES	63,921.00	50,831.76	(13,089.24)	(0.26)	63,921.00	0.00	0.00
<u>COVID 19 EXPENSES</u>							
<u>HEALTH DEPARTMENT</u>							
421-1220 Salaries & Wages-Health	7,499.88	6,854.07	(645.81)	(0.09)	9,607.00	2,107.12	0.22
421-1610 FICA - Health Dept	485.65	132.87	(352.78)	(2.66)	596.00	110.35	0.19
421-1630 Medicare - Health Dept	77.50	27.48	(50.02)	(1.82)	139.00	61.50	0.44
421-2100 Supplies	0.00	0.00	0.00	0.00	150.00	150.00	1.00
421-2150 Computer Equipment/Supplies (70/30)	0.00	0.00	0.00	0.00	35.00	35.00	1.00
TOTAL HEALTH DEPARTMENT	8,063.03	7,014.42	(1,048.61)	(0.15)	10,527.00	2,463.97	0.23
<u>SANITATION (RECYCLING)</u>							
426-1400 Recycling Staff Salaries	107,393.83	93,415.21	(13,978.62)	(0.15)	114,222.00	6,828.17	0.06
426-1610 FICA - Sanitation/Recycling	8,563.08	5,631.66	(2,931.42)	(0.52)	7,082.00	(1,481.08)	(0.21)
426-1630 Medicare - Sanitation/Recycling	1,996.83	1,467.89	(528.94)	(0.36)	1,656.00	(340.83)	(0.21)
426-1830 Overtime	0.00	0.00	0.00	0.00	500.00	500.00	1.00
426-2270 Supplies	896.54	1,696.50	799.96	0.47	1,250.00	353.46	0.28
426-2500 Recycling Grant to Twin Boros	24,556.29	20,339.65	(4,216.64)	(0.21)	22,000.00	(2,556.29)	(0.12)
426-3400 Advertising/Printing	0.00	691.86	691.86	1.00	0.00	0.00	0.00
426-4600 Conferences/Training	0.00	0.00	0.00	0.00	500.00	500.00	1.00
TOTAL SANITATION	143,406.57	123,242.77	(20,163.80)	(0.16)	147,210.00	3,803.43	0.03
<u>SOLID WASTE</u>							
427-3130 Landfill-Engineering Ser.	9,946.65	7,880.58	(2,066.07)	(0.26)	8,500.00	(1,446.65)	(0.17)
427-4700 Refuse Coll/Disp Contract	869,223.41	755,189.69	(114,033.72)	(0.15)	989,576.00	120,352.59	0.12
427-4710 WM Trash Bags	12,019.00	80,679.78	68,660.78	0.85	7,500.00	(4,519.00)	(0.60)
TOTAL SOLID WASTE	891,189.06	843,750.05	(47,439.01)	(0.06)	1,005,576.00	114,386.94	0.11
<u>SANITARY SEWER</u>							
<u>STREET DEPARTMENT (35/30/30/05)</u>							
430-1220 Salary - DPW Foreman	24,682.00	20,462.40	(4,219.60)	(0.21)	22,919.00	(1,763.00)	(0.08)
430-1300 Salaries & Wages - DPW	106,793.93	115,816.05	9,022.12	0.08	150,135.00	43,341.07	0.29
430-1610 FICA - Street Dept	8,807.08	13,558.70	4,751.62	0.35	11,042.00	2,234.92	0.20
430-1630 Medicare - Street Dept	2,453.35	3,232.93	779.58	0.24	2,582.00	128.65	0.05
430-1830 Street Department - Overtime	9,296.60	14,429.21	5,132.61	0.36	5,038.00	(4,258.60)	(0.85)
430-2100 Office Supplies - Street Dept	401.50	130.00	(271.50)	(2.09)	81.00	(320.50)	(3.96)
430-2150 Computer Equipment/Supplies - Street Dept	1,564.97	854.73	(710.24)	(0.83)	488.00	(1,076.97)	(2.21)
430-2160 Office Equip Maint/Repair - Street Dept	1,172.79	(164.90)	(1,337.69)	8.11	81.00	(1,091.79)	(13.48)
430-2300 Vehicle Operation (fuel, oil, fluids)	10,609.54	17,276.86	6,667.32	0.39	15,600.00	4,990.46	0.32
430-2380 Uniforms & Clothing	2,057.84	1,872.02	(185.82)	(0.10)	975.00	(1,082.84)	(1.11)
430-2500 Vehicle Maint/Repair- Street Dept	4,004.63	6,533.58	2,528.95	0.39	5,038.00	1,033.37	0.21
430-2600 Minor Equipment	1,237.61	402.01	(835.60)	(2.08)	650.00	(587.61)	(0.90)
430-3150 Drug Testing	289.69	221.80	(67.89)	(0.31)	179.00	(110.69)	(0.62)
430-3210 Telephone - Street	404.51	358.94	(45.57)	(0.13)	406.00	1.49	0.00
430-3310 Travel	0.00	169.99	169.99	1.00	276.00	276.00	1.00
430-3610 Electricity -DPW Garage	1,223.89	1,032.65	(191.24)	(0.19)	650.00	(573.89)	(0.88)
430-3620 Gas Heat -DPW Garage	1,529.28	1,553.45	24.17	0.02	1,706.00	176.72	0.10
430-3730 Building Maintenance	7,685.09	1,869.87	(5,815.22)	(3.11)	3,250.00	(4,435.09)	(1.36)
430-3740 Equipment Maint & Repairs - Street Dept	12,169.72	5,813.05	(6,356.67)	(1.09)	6,013.00	(6,156.72)	(1.02)
430-4600 Training - Street	1,273.66	731.03	(542.63)	(0.74)	325.00	(948.66)	(2.92)

430-7400 Capital Improvements	18,930.61	0.00	(18,930.61)	0.00	68,250.00	49,319.39	0.72
430-7410 Equipment Lease Loader 50/25/25	16,868.86	18,650.96	1,782.10	0.10	10,448.00	(6,420.86)	(0.61)
430-7420 Equipment Lease (2 Trucks) 35/32.5/32.5	0.00	2,594.31	2,594.31	1.00	0.00	0.00	0.00
TOTAL STREET DEPARTMENT	233,457.15	227,399.64	(6,057.51)	(0.03)	306,132.00	72,674.85	0.24
<u>STREET CLEANING</u>							
431-3740 Machinery Maintenance/Supplies	12,624.26	6,613.15	(6,011.11)	(0.91)	5,500.00	(7,124.26)	(1.30)
TOTAL STREET CLEANING	12,624.26	6,613.15	(6,011.11)	(0.91)	5,500.00	(7,124.26)	(1.30)
<u>SNOW & ICE REMOVAL</u>							
432-2210 Snow & Ice Removal	12,822.31	16,551.82	3,729.51	0.23	(5,250.00)	(18,072.31)	3.44
TOTAL SNOW/ICE REMOVAL	12,822.31	16,551.82	3,729.51	0.23	(5,250.00)	(18,072.31)	3.44
<u>TRAFFIC SIGNS/SIGNALS</u>							
433-3610 Electricity-Signals	275.00	0.00	(275.00)	0.00	0.00	(275.00)	0.00
433-3720 Misc Supplies- Traffic Signals	138.34	5,104.06	4,965.72	0.97	2,750.00	2,611.66	0.95
TOTAL TRAFFIC SIGNALS	413.34	5,104.06	4,690.72	0.92	2,750.00	2,336.66	0.85
<u>STREET LIGHTING</u>							
434-3720 Street Light Repair	524.12	0.00	(524.12)	0.00	0.00	(524.12)	0.00
434-3730 Operations/Maintenance	276.13	445.33	169.20	0.38	750.00	473.87	0.63
TOTAL STREET LIGHTING	800.25	445.33	(354.92)	(0.80)	750.00	(50.25)	(0.07)
<u>STORM SEWERS & DRAINS</u>							
436-2450 Materials & Supplies	0.00	902.14	902.14	1.00	425.00	425.00	1.00
436-3710 Storm Water Project MS4	0.00	0.00	0.00	0.00	97,500.00	97,500.00	1.00
TOTAL STORM SEWER	0.00	902.14	902.14	1.00	97,925.00	97,925.00	1.00
<u>STREET MAINTENANCE</u>							
438-2450 Materials & Supplies St Maintenance	6,965.83	1,625.95	(5,339.88)	(3.28)	775.00	(6,190.83)	(7.99)
438-3720 Street Paving	441.69	0.00	(441.69)	0.00	0.00	(441.69)	0.00
TOTAL STREET MAINTENANCE	7,407.52	1,625.95	(5,781.57)	(3.56)	775.00	(6,632.52)	(8.56)
<u>PARKING FACILITIES</u>							
445-0315 Software (UP Safety)	10,801.50	962.50	(9,839.00)	(10.22)	10,500.00	(301.50)	(0.03)
445-1300 Parking Enforcement Officer	39,096.76	48,889.13	9,792.37	0.20	81,796.00	42,699.24	0.52
445-1610 FICA - Parking	6,026.82	3,217.89	(2,808.93)	(0.87)	5,118.00	(908.82)	(0.18)
445-1630 Medicare - Parking	1,405.89	684.45	(721.44)	(1.05)	1,197.00	(208.89)	(0.17)
445-1830 Overtime	0.00	0.00	0.00	0.00	750.00	750.00	1.00
445-1910 Uniforms/Drug Test	2,098.83	505.23	(1,593.60)	(3.15)	850.00	(1,248.83)	(1.47)
445-2210 Snow Removal Supplies	0.00	535.00	535.00	1.00	0.00	0.00	0.00
445-2410 Vehicle Registration/Maintenance	18,928.07	1,826.73	(17,101.34)	(9.36)	1,500.00	(17,428.07)	(11.62)
445-2490 Meter Purchase- Parking Facilities	3,599.33	25.00	(3,574.33)	(142.97)	3,500.00	(99.33)	(0.03)
445-3130 Parking Permits Ect..	48.00	10,320.00	10,272.00	1.00	2,500.00	2,452.00	0.98
445-3250 Postage	500.00	0.00	(500.00)	0.00	500.00	0.00	0.00
445-3260 Radio	211.96	0.00	(211.96)	0.00	750.00	538.04	0.72
445-3400 Advertising/Printing-Parking Facilities	1,723.42	3,601.41	1,877.99	0.52	2,250.00	526.58	0.23
445-3710 Parking Lot Maintenance-Parking Facilities	142.60	84.32	(58.28)	(0.69)	250.00	107.40	0.43
445-3720 Meter Repair/Main Supplies	1,981.47	690.78	(1,290.69)	(1.87)	750.00	(1,231.47)	(1.64)
445-7400 Cap Purchase (New Car)	0.00	9,395.89	9,395.89	1.00	18,500.00	18,500.00	1.00
TOTAL PARKING FACILITIES	86,564.65	80,738.33	(5,826.32)	(0.07)	130,711.00	44,146.35	0.34
<u>FLOOD CONTROL</u>							
446-3130 Engineering Services	0.00	0.00	0.00	0.00	10,500.00	10,500.00	1.00
446-3710 Levee Maintenance	1,152.46	337.99	(814.47)	(2.41)	124,741.00	123,588.54	0.99
446-3730 Equipment Maintenance/Repair	861.19	0.00	(861.19)	0.00	750.00	(111.19)	(0.15)
TOTAL FLOOD CONTROL	2,013.65	337.99	(1,675.66)	(4.96)	135,991.00	133,977.35	0.99
<u>WATER</u>							
<u>RECREATION</u>							
452-2602 Building Maintenance/Repair (Pool) 67/33	28.58	0.00	(28.58)	0.00	0.00	(28.58)	0.00
452-2610 Pool Maintenance/Repair	0.00	752.05	752.05	1.00	0.00	0.00	0.00
452-2622 Small Tools & Equipment (Pool)	0.00	237.38	237.38	1.00	0.00	0.00	0.00
452-2630 Materials & Supplies- Recreation	0.00	50.00	50.00	1.00	0.00	0.00	0.00
452-3612 Electricity (Pool)	35.50	0.00	(35.50)	0.00	0.00	(35.50)	0.00
452-7400 CAP Parks	5,000.00	0.00	(5,000.00)	0.00	6,500.00	1,500.00	0.23
TOTAL RECREATION	5,064.08	1,039.43	(4,024.65)	(3.87)	6,500.00	1,435.92	0.22
<u>DONATIONS</u>							
453-5440 MCCD Stream Gage	0.00	0.00	0.00	0.00	500.00	500.00	1.00
TOTAL DONATIONS	0.00	0.00	0.00	0.00	500.00	500.00	1.00

PARKS

454-3610 Electricity	82.08	0.00	(82.08)	0.00	0.00	(82.08)	0.00
454-3720 Equipment Maintenance	111.34	247.46	136.12	0.55	0.00	(111.34)	0.00
454-3730 Building Maintenance & Repairs	162.98	0.00	(162.98)	0.00	0.00	(162.98)	0.00
TOTAL PARKS	356.40	247.46	(108.94)	(0.44)	0.00	(356.40)	0.00

SHADE TREES

455-2460 Materials & Supplies	2,484.02	0.00	(2,484.02)	0.00	2,500.00	15.98	0.01
455-3720 Maintenance	16,800.00	3,400.00	(13,400.00)	(3.94)	15,500.00	(1,300.00)	(0.08)
455-7200 Shade Tree - New Planting	690.00	289.00	(401.00)	(1.39)	2,500.00	1,810.00	0.72
TOTAL SHADE TREES	19,974.02	3,689.00	(16,285.02)	(4.41)	20,500.00	525.98	0.03

ECONOMIC DEVELOPMENT

463-3020 IBW Remediation	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1.00
463-3100 Comprehensive Plan Implementation	6,323.63	0.00	(6,323.63)	0.00	5,000.00	(1,323.63)	(0.26)

TOTAL ECONOMIC DEVELOPMENT

6,323.63	0.00	(6,323.63)	0.00	6,500.00	176.37	0.03
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DOWNTOWN DISTRICT

465-3740 Maintenance/Repair (Decorations)	5,851.46	4,453.43	(1,398.03)	(0.31)	750.00	(5,101.46)	(6.80)
465-5400 Contribution - ECA	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
TOTAL DOWNTOWN DISTRICT	15,851.46	14,453.43	(1,398.03)	(0.10)	10,750.00	(5,101.46)	(0.47)

DEBT SERVICE

DEBT INTEREST

INTER-GOVNMTAL EXPENSES

481-5200 Firemans Relief Fund	49,778.76	48,453.47	(1,325.29)	(0.03)	41,500.00	(8,278.76)	(0.20)
TOTAL INTER-GOVNMTAL EXPENSES	49,778.76	48,453.47	(1,325.29)	(0.03)	41,500.00	(8,278.76)	(0.20)

INSURANCE

486-3510 Property-Liability Insurance	46,502.36	41,417.84	(5,084.52)	(0.12)	51,150.00	4,647.64	0.09
486-3530 Workers Comp Insurance	18,441.72	14,755.72	(3,686.00)	(0.25)	16,005.00	(2,436.72)	(0.15)
486-3531 Workers Comp - Fire Department	9,781.50	7,714.38	(2,067.12)	(0.27)	8,085.00	(1,696.50)	(0.21)
486-3550 Deductible	0.00	0.00	0.00	0.00	3,300.00	3,300.00	1.00
486-4010 Public Officials Liability	5,459.00	5,001.60	(457.40)	(0.09)	5,280.00	(179.00)	(0.03)
TOTAL INSURANCE	80,184.58	68,889.54	(11,295.04)	(0.16)	83,820.00	3,635.42	0.04

EMPLOYEE BENEFITS/INS

487-1580 Life/Disability Insurance	5,588.64	4,237.74	(1,350.90)	(0.32)	7,755.00	2,166.36	0.28
487-1590 Major Medical (BC/BS)	153,656.33	150,209.68	(3,446.65)	(0.02)	203,763.00	50,106.67	0.25
487-1591 Health Ins Buyout/HRA	5,190.00	4,360.00	(830.00)	(0.19)	4,950.00	(240.00)	(0.05)
487-5310 N/U Pension MMO	69,633.03	63,915.23	(5,717.80)	(0.09)	70,890.00	1,256.97	0.02
TOTAL EMPLOYEE BENEFITS	234,068.00	222,722.65	(11,345.35)	(0.05)	287,358.00	53,290.00	0.19

EMPLOYER FICA EXPENSES

488-1620 Unemployment Compensation	7,061.67	7,018.43	(43.24)	(0.01)	6,600.00	(461.67)	(0.07)
TOTAL EMPLOYER FICA EXPENSES	7,061.67	7,018.43	(43.24)	(0.01)	6,600.00	(461.67)	(0.07)

TRANSFERS

492-0003 Transfer To Street Fund	0.00	100.00	100.00	1.00	0.00	0.00	0.00
492-0004 Transfer To Fire Apparatus	0.00	100.00	100.00	1.00	0.00	0.00	0.00
492-0011 Transfer To Recreation	0.00	100.00	100.00	1.00	0.00	0.00	0.00
492-0012 Transfer To Street Lighting	0.00	100.00	100.00	1.00	0.00	0.00	0.00
492-0065 Transfer To Pension Fund	0.00	100.00	100.00	1.00	0.00	0.00	0.00
492-0100 Transfer to Recreation Fund	0.00	0.00	0.00	0.00	11,490.00	11,490.00	1.00
492-3030 Transfer to Capital Fund	0.00	48,653.14	48,653.14	1.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	49,153.14	49,153.14	1.00	11,490.00	11,490.00	1.00
Total Expenses	5,650,753.34	5,381,958.65	(268,794.69)	(0.05)	6,122,101.00	471,347.66	0.08

Excess Revenue Over(Under) Expenditures

(444,804.02)	(399,046.67)	(45,757.35)	(0.11)	13,978.00	(458,782.02)	32.82
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400-1120 Mayor Salary	5,446.71	4,166.70	(1,280.01)	(0.31)	5,000.00	(446.71)	(0.09)
400-3210 Dues/Subscriptions	11,189.46	3,197.84	(7,991.62)	(2.50)	4,500.00	(6,689.46)	(1.49)
401-1210 Manager Salary	132,142.59	94,960.00	(37,182.59)	(0.39)	124,221.00	(7,921.59)	(0.06)
401-2100 Office Supplies - Administration	10,758.54	10,033.15	(725.39)	(0.07)	8,000.00	(2,758.54)	(0.34)
401-2130 Office Equipment/Furniture	6,301.19	1,278.02	(5,023.17)	(3.93)	6,000.00	(301.19)	(0.05)
401-2140 IT Expenses	24,485.46	11,361.40	(13,124.06)	(1.16)	16,501.00	(7,984.46)	(0.48)
401-2150 Computer Equipment/Supplies-Gen Government	15,643.06	5,835.04	(9,808.02)	(1.68)	10,000.00	(5,643.06)	(0.56)
401-4200 Association Dues/Subscriptions	24,708.62	17,844.26	(6,864.36)	(0.38)	12,501.00	(12,207.62)	(0.98)
401-4600 Training/Conference - General Government	4,000.00	1,859.18	(2,140.82)	(1.15)	2,501.00	(1,499.00)	(0.60)
401-7200 CIP - New Car	103,119.01	0.00	(103,119.01)	0.00	68,759.00	(34,360.01)	(0.50)
402-3100 Trustee Chg Bond Payment	4,236.00	2,486.00	(1,750.00)	(0.70)	3,251.00	(985.00)	(0.30)
403-3150 Commissions Del. RE Taxes	5,090.98	4,730.91	(360.07)	(0.08)	3,201.00	(1,889.98)	(0.59)
403-3190 Commission Deed Transfer Tax	2,411.99	4,551.48	2,139.49	0.47	1,500.00	(911.99)	(0.61)
404-3140 Solicitor Retainer & Fees	106,200.97	120,682.56	14,481.59	0.12	100,000.00	(6,200.97)	(0.06)
404-3160 Legal Services - WTP	111,817.68	28,437.19	(83,380.49)	(2.93)	25,500.00	(86,317.68)	(3.39)
404-3200 Legal Services - WWTP	45,804.35	58,440.52	12,636.17	0.22	32,500.00	(13,304.35)	(0.41)
409-3730 Maintenance & Repair Annex	8,325.93	5,256.75	(3,069.18)	(0.58)	3,501.00	(4,824.93)	(1.38)
409-3740 Maintenance & Repairs	10,070.81	11,355.64	1,284.83	0.11	2,501.00	(7,569.81)	(3.03)
413-2100 Materials & Supplies - Codes	2,106.15	865.22	(1,240.93)	(1.43)	1,250.00	(856.15)	(0.68)
413-3400 Advertising Expense	3,433.55	746.81	(2,686.74)	(3.60)	2,500.00	(933.55)	(0.37)
413-4200 Assoc. Dues/Subscriptions	1,905.66	442.00	(1,463.66)	(3.31)	750.00	(1,155.66)	(1.54)
429-1830 Sewer Overtime	3,865.51	1,301.12	(2,564.39)	(1.97)	1,250.00	(2,615.51)	(2.09)
429-2100 Office Supplies	1,328.06	207.30	(1,120.76)	(5.41)	850.00	(478.06)	(0.56)
429-2110 Chemicals	43,707.52	21,238.03	(22,469.49)	(1.06)	35,000.00	(8,707.52)	(0.25)
429-2200 Materials & Supplies- WWTP	6,354.78	10,521.56	4,166.78	0.40	4,500.00	(1,854.78)	(0.41)
429-2300 Fuel Oil	18,763.45	17,689.95	(1,073.50)	(0.06)	18,500.00	(263.45)	(0.01)
429-3740 Equipment Maintenance Collections	6,528.87	133.75	(6,395.12)	(47.81)	5,000.00	(1,528.87)	(0.31)
430-2100 Office Supplies - Street Dept	1,045.42	716.00	(329.42)	(0.46)	250.00	(795.42)	(3.18)
430-2160 Office Equip Maint/Repair - Street Dept	2,024.51	109.22	(1,915.29)	(17.54)	250.00	(1,774.51)	(7.10)
430-2380 Uniforms & Clothing	3,228.80	2,174.52	(1,054.28)	(0.48)	3,001.00	(227.80)	(0.08)
430-2600 Minor Equipment	3,469.44	1,188.40	(2,281.04)	(1.92)	2,000.00	(1,469.44)	(0.73)
430-3610 Electricity -DPW Garage	3,484.00	2,289.59	(1,194.41)	(0.52)	2,000.00	(1,484.00)	(0.74)
430-3740 Equipment Maint & Repairs - Street Dept	25,718.72	12,894.53	(12,824.19)	(0.99)	18,500.00	(7,218.72)	(0.39)
430-4600 Training - Street	2,493.59	1,218.12	(1,275.47)	(1.05)	1,001.00	(1,492.59)	(1.49)
430-7410 Equipment Lease Loader 50/25/25	33,737.74	37,300.96	3,563.22	0.10	32,147.00	(1,590.74)	(0.05)
430-7420 Equipment Lease (2 Trucks) 35/32.5/32.5	105,824.80	0.00	(105,824.80)	0.00	0.00	(105,824.80)	0.00
431-3740 Machinery Maintenance/Supplies	11,386.79	6,613.15	(4,773.64)	(0.72)	5,500.00	(5,886.79)	(1.07)
433-3610 Electricity-Signals	10,373.47	3,776.07	(6,597.40)	(1.75)	6,850.00	(3,523.47)	(0.51)
433-3720 Misc Supplies- Traffic Signals	6,062.14	11,494.77	5,432.63	0.47	5,500.00	(562.14)	(0.10)
445-0315 Software (UP Safety)	10,614.00	875.00	(9,739.00)	(11.13)	10,500.00	(114.00)	(0.01)
445-1910 Uniforms/Drug Test	854.29	505.23	(349.06)	(0.69)	850.00	(4.29)	(0.01)
445-3720 Meter Repair/Main Supplies	1,500.66	690.78	(809.88)	(1.17)	750.00	(750.66)	(1.00)
448-1830 Water Overtime	5,426.34	5,530.45	104.11	0.02	2,500.00	(2,926.34)	(1.17)
448-3750 Dist Contracted Services	38,092.66	40,652.66	2,560.00	0.06	34,850.00	(3,242.66)	(0.09)
448-4910 Permits	20,335.00	0.00	(20,335.00)	0.00	20,000.00	(335.00)	(0.02)
448-7400 Capital Improvements	693,008.57	1,951,490.16	1,258,481.59	0.64	178,310.00	(514,698.57)	(2.89)
452-3612 Electricity (Pool)	7,836.98	6,011.34	(1,825.64)	(0.30)	2,500.00	(5,336.98)	(2.13)
454-3710 Land Maintenance	4,465.61	5,576.56	1,110.95	0.20	2,500.00	(1,965.61)	(0.79)
454-3720 Equipment Maintenance	3,045.99	592.01	(2,453.98)	(4.15)	1,250.00	(1,795.99)	(1.44)
463-3100 Comprehensive Plan Implementation	5,490.63	0.00	(5,490.63)	0.00	5,000.00	(490.63)	(0.10)
465-3740 Maintenance/Repair (Decorations)	3,368.11	1,758.05	(1,610.06)	(0.92)	750.00	(2,618.11)	(3.49)
472-1100 Interest- 2016 Loan	126,069.49	97,035.27	(29,034.22)	(0.30)	100,000.00	(26,069.49)	(0.26)
486-3530 Workers Comp Insurance	55,882.00	44,648.00	(11,234.00)	(0.25)	48,501.00	(7,381.00)	(0.15)
486-3531 Workers Comp - Fire Department	29,641.00	23,377.00	(6,264.00)	(0.27)	24,501.00	(5,140.00)	(0.21)
486-4010 Public Officials Liability	16,375.00	15,630.00	(745.00)	(0.05)	16,000.00	(375.00)	(0.02)

Consolidated by Fund Stmt of Activity - Budget vs Actual
December 31, 2023 General

<u>Account # & Title</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Variance</u>
Revenues			
TAXES			
301-1000 Real Estate Tax- Current Year	1,398,855.34	1,445,925.00	(47,069.66)
301-2000 Real Estate Tax- Prior Year	522.98	320.00	202.98
301-3000 Real Estate Tax - Interim	1,856.38	192.00	1,664.38
301-4000 Real Estate Tax - Delinquent	69,312.09	79,664.00	(10,351.91)
<u>TOTAL TAXES</u>	<u>1,470,546.79</u>	<u>1,526,101.00</u>	<u>(55,554.21)</u>
ACT 511 TAXES			
310-1000 Real Estate Transfer Tax	143,854.99	185,000.00	(41,145.01)
310-2000 Earned Income Tax	1,055,216.86	925,000.00	130,216.86
310-5000 Municipal Service Tax	307,789.25	295,000.00	12,789.25
<u>TOTAL ACT 511 TAXES</u>	<u>1,506,861.10</u>	<u>1,405,000.00</u>	<u>101,861.10</u>
<u>BUSINESS LICENSES/PERMITS</u>			
321-2000 Health/Restaurant Licenses	21,810.50	14,500.00	7,310.50
321-6100 Rental License	145,234.50	165,000.00	(19,765.50)
321-6110 Short-Term Rental Lic.	0.00	2,500.00	(2,500.00)
321-8000 Cable TV Franchise Tax	96,957.60	118,500.00	(21,542.40)
<u>TOTAL LICENSES/PERMITS</u>	<u>264,002.60</u>	<u>300,500.00</u>	<u>(36,497.40)</u>
<u>NON-BUSINESS PERMITS</u>			
322-8100 Event Permit Fee	775.00	1,500.00	(725.00)
322-8200 Street Opening Permits	15,160.00	9,000.00	6,160.00
322-9400 Misc Permits	1,515.00	10,000.00	(8,485.00)
<u>TOTAL NON-BUSINESS PERMITS</u>	<u>17,450.00</u>	<u>20,500.00</u>	<u>(3,050.00)</u>
<u>FINES</u>			
331-1100 Vehicle Code Violations	163,397.91	190,000.00	(26,602.09)
331-1200 Violation of Zoning Ord & Statutes	18,061.68	36,000.00	(17,938.32)
331-1210 Vehicle Boot Fines	50.00	0.00	50.00
<u>TOTAL FINES</u>	<u>181,509.59</u>	<u>226,000.00</u>	<u>(44,490.41)</u>
<u>INTEREST</u>			
341-0000 Interest Income	0.00	5,500.00	(5,500.00)
341-0110 Interest-Savings & C.D.	31,935.04	0.00	31,935.04
341-0210 Interest -P.L.G.I.T.	1,199.51	0.00	1,199.51
341-0211 Interest PLGIT Plus	12,502.80	0.00	12,502.80
TOTAL INTEREST	45,637.35	5,500.00	40,137.35

RENTS

342-4700 Borough Property Rental	0.00	100.00	(100.00)
342-5310 Royalties - Cell Tower	30,614.10	30,125.00	489.10
<u>TOTAL RENTS</u>	<u>30,614.10</u>	<u>30,225.00</u>	<u>389.10</u>

STATE GRANT PROGRAM

354-1200 Performance Grant - Twin Boroughs	24,556.29	22,000.00	2,556.29
354-1260 American Recovery Funds	0.00	265,000.00	(265,000.00)
<u>TOTAL STATE GRANTS</u>	<u>24,556.29</u>	<u>287,000.00</u>	<u>(262,443.71)</u>

STATE SHARED REVENUE

355-0100 Public Utility Realty/Bev Tax	7,120.33	3,875.00	3,245.33
355-0500 Foreign Cas Ins Pre (Pension Aide)	53,129.84	46,070.00	7,059.84
355-0700 Foreign Fire Ins Premium Tax	49,778.76	46,750.00	3,028.76
<u>TOTAL STATE SHARED REVENUE</u>	<u>110,028.93</u>	<u>96,695.00</u>	<u>13,333.93</u>

PMT IN LIEU OF TAXES

359-0010 Housing Authority PILOT	6,927.07	5,500.00	1,427.07
<u>TOTAL PILOT</u>	<u>6,927.07</u>	<u>5,500.00</u>	<u>1,427.07</u>

GENERAL GOVERNMENT

361-1110 Closing Report Fee	7,904.55	12,500.00	(4,595.45)
361-3300 Permits - Zoning - Gen Government	112,050.04	200,000.00	(87,949.96)
361-3400 Zoning Plan Review	39,129.67	22,500.00	16,629.67
361-5000 Codes Office Supplies	0.70	15.00	(14.30)
<u>TOTAL GENERAL GOVERNMENT</u>	<u>159,084.96</u>	<u>235,015.00</u>	<u>(75,930.04)</u>

PUBLIC SAFETY

362-4710 Rental Unit Reinspection Fees	0.00	500.00	(500.00)
<u>TOTAL PUBLIC SAFETY</u>	<u>0.00</u>	<u>500.00</u>	<u>(500.00)</u>

HIGHWAYS & STREETS

363-2100 Meter Revenue	104,153.49	125,000.00	(20,846.51)
363-2200 Parking Permits	17,493.62	18,000.00	(506.38)
363-2210 Residential Parking Permit	5,007.50	525.00	4,482.50
363-2300 Meter Bags	1,807.60	850.00	957.60
363-5100 PennDOT Snow Removal	0.00	20,582.00	(20,582.00)
363-5200 Borough DPW Services	455.00	750.00	(295.00)
<u>TOTAL HIGHWAYS & STREETS</u>	<u>128,917.21</u>	<u>165,707.00</u>	<u>(36,789.79)</u>

SANITATION

364-3010 Solid Waste User Fees	873,253.36	1,038,695.00	(165,441.64)
364-3020 Solid Waste Fees Prior/Delinquent	20,008.04	15,500.00	4,508.04
364-3030 Solid Waste - Bulk items and tags	18,143.80	15,500.00	2,643.80
364-3150 Lien Rents Solid Waste	18,074.55	1,500.00	16,574.55
364-3160 Garbage Lien Interest	6,432.80	8,500.00	(2,067.20)
TOTAL SANITATION	935,912.55	1,079,695.00	(143,782.45)

MISCELLANEOUS REVENUES

380-1000 Stroudsburg Share- TB Employee	8,867.97	17,992.00	(9,124.03)
380-1010 Emp Cont Hlth Insr	7,922.26	9,099.00	(1,176.74)
380-1070 Miscellaneous Income	18,390.20	550.00	17,840.20
380-5100 Shopping Cart Fees	2,475.00	5,500.00	(3,025.00)
TOTAL MISC. REVENUES	37,655.43	33,141.00	4,514.43

CONTR. FROM PRIVATE

SALE OF ASSETS

391-0010 Sale of Assets	52,550.00	650,000.00	(597,450.00)
391-0020 Damage to Borough Property	464.54	15,000.00	(14,535.46)
TOTAL SALE OF ASSETS	53,014.54	665,000.00	(611,985.46)

TRANSFERS

CAPITAL PROCEEDS

DIVIDENDS

395-2000 Dividends Received - General Liability	32,241.79	18,000.00	14,241.79
395-3000 Dividends Received - Health Insurance	141,910.03	36,000.00	105,910.03
TOTAL DIVIDENDS	174,151.82	54,000.00	120,151.82

Total Revenues **5,146,870.33** **6,136,079.00** **(989,208.67)**

Expenses

LEGISLATIVE

400-1100 Council Salary	5,880.70	4,705.00	(1,175.70)
400-1120 Mayor Salary	5,863.38	5,000.00	(863.38)
400-1610 FICA - Legislative	752.74	602.00	(150.74)
400-1630 Medicare - Legislative	175.59	141.00	(34.59)
400-3110 Training/Conferences	0.00	1,000.00	1,000.00
400-3210 Dues/Subscriptions	5,594.72	2,250.00	(3,344.72)
400-3310 Misc/Travel	0.00	250.00	250.00
TOTAL LEGISLATIVE	18,267.13	13,948.00	(4,319.13)

GENERAL GOVERNMENT

401-1210 Manager Salary	47,664.98	37,266.00	(10,398.98)
401-1220 Director-Public Works	6,960.00	28,080.00	21,120.00
401-1400 Admin Staff Salary	56,791.48	81,900.00	25,108.52
401-1410 Utility Billing Coordinator	8,848.00	10,889.00	2,041.00
401-1610 FICA - Admin	2,861.20	10,170.00	7,308.80
401-1630 Medicare - Admin	350.89	2,378.00	2,027.11
401-1830 Admin - Overtime	2,169.83	450.00	(1,719.83)
401-2100 Office Supplies - Administration	4,435.87	2,400.00	(2,035.87)
401-2130 Office Equipment/Furniture	2,127.11	300.00	(1,827.11)
401-2140 IT Expenses	8,916.13	4,950.00	(3,966.13)
401-2150 Computer Equipment/Supplies-Gen Government	5,047.43	3,000.00	(2,047.43)
401-2160 Equipment Maintenance	803.44	825.00	21.56
401-2300 Vehicle Expense	253.93	450.00	196.07
401-3110 Data Storage software	1,159.58	2,550.00	1,390.42
401-3210 Telephone - Gen Government	2,637.11	2,595.00	(42.11)
401-3250 Postage - Payroll Processing Fee	1,869.23	5,550.00	3,680.77
401-3310 Travel- Gen Government	0.00	960.00	960.00
401-3400 Advertising/Printing - Gen Government	1,612.62	1,650.00	37.38
401-4200 Association Dues/Subscriptions	7,727.72	3,750.00	(3,977.72)
401-4600 Training/Conference - General Government	2,234.00	750.00	(1,484.00)
401-7200 CIP - New Car	103,119.01	59,509.00	(43,610.01)
TOTAL GENERAL GOVT	267,589.56	260,372.00	(7,217.56)

FINANCIAL ADMINISTRATION

402-3100 Trustee Chg Bond Payment	2,118.00	1,625.00	(493.00)
402-3110 Auditing Services - General Fund	14,408.50	14,640.00	231.50
402-3120 Accounting Services	1,371.60	3,250.00	1,878.40
402-3170 Accounting Software	3,572.40	2,300.00	(1,272.40)
402-3210 Credit Card Fees	9,759.46	5,700.00	(4,059.46)
TOTAL FINANCIAL ADMIN	31,229.96	27,515.00	(3,714.96)

TAX COLLECTION

403-1140 Tax Collector Salary	4,063.00	4,233.00	170.00
403-1610 FICA - Tax Collector	72.80	262.00	189.20
403-1630 Medicare - Tax Collector	16.90	61.00	44.10
403-2100 Materials & Supplies	855.76	1,594.00	738.24
403-3150 Commission Del. Real Estate Tax	2,979.24	1,594.00	(1,385.24)
403-3170 Commission Local Ser. Tax	4,614.04	4,500.00	(114.04)
403-3180 Commission Earned Income Tax	15,576.82	15,500.00	(76.82)
403-3190 Commission Deed Transfer Tax	2,877.11	1,500.00	(1,377.11)
TOTAL TAX COLLECTION	31,055.67	29,244.00	(1,811.67)

LEGAL SERVICES

404-3140 Solicitor Retainer & Fees	116,823.09	100,000.00	(16,823.09)
TOTAL LEGAL SERVICES	116,823.09	100,000.00	(16,823.09)

ENGINEERING

408-3130 Engineering Services - Gen Prof Services	59,649.85	0.00	(59,649.85)
TOTAL ENGINEERING	59,649.85	0.00	(59,649.85)

MUNICIPAL BUILDINGS (70/15/15)

409-2360 Materials & Supplies - Mun Bldg	59.80	450.00	390.20
409-3610 Electricity-Mun. Bldg.	5,747.57	4,568.00	(1,179.57)
409-3620 Electric Annex	1,599.62	1,125.00	(474.62)
409-3640 Gas (heat) - Annex	1,034.06	1,013.00	(21.06)
409-3730 Maintenance & Repair Annex	3,466.40	1,575.00	(1,891.40)
409-3740 Maintenance & Repairs	9,770.02	1,125.00	(8,645.02)
TOTAL MUNICIPAL BUILDING	21,677.47	9,856.00	(11,821.47)

POLICE DEPARTMENT

410-7600 SARP Regional Costs	2,840,516.00	2,840,516.00	0.00
TOTAL POLICE	2,840,516.00	2,840,516.00	0.00

FIRE DEPARTMENT

411-2100 Auxiliary Donation - Fire Dept	3,300.00	15,000.00	11,700.00
411-2500 Vehicle Maint/Supplies- Fire Dept	10,346.15	7,500.00	(2,846.15)
411-2600 Small Tools/ Equipment	4,455.00	5,500.00	1,045.00
411-3210 Telephone - Fire Dept	3,601.19	2,500.00	(1,101.19)
411-3270 Radio Maintenance	0.00	10,000.00	10,000.00
411-3620 Electricity	10,654.26	11,500.00	845.74
411-3630 Gas (heat)	366.47	5,000.00	4,633.53
411-3730 Equipment Testing	6,937.72	10,000.00	3,062.28
411-4200 Building Maintenance- Fire Dept	7,012.05	28,500.00	21,487.95
411-4600 Contracted Services	0.00	2,500.00	2,500.00
411-5300 Contribution	0.00	1,000.00	1,000.00
TOTAL FIRE DEPARTMENT	46,672.84	99,000.00	52,327.16

CODE ENFORCEMENT

413-1220 Code Enforcement Office Salary	35,941.15	30,240.00	(5,701.15)
413-1400 Staff Salary	151,084.70	126,750.00	(24,334.70)
413-1610 FICA - Code Enforcement	9,399.61	9,826.00	426.39
413-1630 Medicare - Code Enforcement	2,193.02	2,298.00	104.98
413-1830 Overtime	0.00	1,500.00	1,500.00

413-2100 Materials & Supplies - Codes	2,643.61	1,250.00	(1,393.61)
413-2150 Computer Equipment/Supplies-Code Enforcement	2,218.32	4,500.00	2,281.68
413-2300 Vehicle Operation - Code Enforcement	0.00	750.00	750.00
413-2500 Vehicle Maintenance	122.04	750.00	627.96
413-3150 Software License	7,514.00	8,000.00	486.00
413-3400 Advertising Expense	4,021.56	2,500.00	(1,521.56)
413-4200 Assoc. Dues/Subscriptions	1,905.66	750.00	(1,155.66)
413-4600 Training/Conference Expense	150.00	500.00	350.00
413-7400 CAP Purchase	0.00	18,500.00	18,500.00
<u>TOTAL CODE ENFORCEMENT</u>	217,193.67	208,114.00	(9,079.67)

PLANNING/ZONING

414-3130 Legal Services -Engineering	19,282.08	5,500.00	(13,782.08)
414-3140 Legal Services - Planning/Zoning	2,283.58	5,500.00	3,216.42
414-4500 Contracted Permitting	97,167.05	150,000.00	52,832.95
<u>TOTAL PLANNING/ZONING</u>	118,732.71	155,500.00	36,767.29

EMERGENCY SERVICES

415-5300 Control Center Payment	63,921.00	63,921.00	0.00
<u>TOTAL EMERGENCY SERVICES</u>	63,921.00	63,921.00	0.00

HEALTH DEPARTMENT

421-1220 Salaries & Wages-Health	7,499.88	9,607.00	2,107.12
421-1610 FICA - Health Dept	485.65	596.00	110.35
421-1630 Medicare - Health Dept	77.50	139.00	61.50
421-2100 Supplies	0.00	150.00	150.00
421-2150 Computer Equipment/Supplies (70/30)	0.00	35.00	35.00
<u>TOTAL HEALTH DEPARTMENT</u>	8,063.03	10,527.00	2,463.97

SANITATION (RECYCLING)

426-1400 Recycling Staff Salaries	107,393.83	114,222.00	6,828.17
426-1610 FICA - Sanitation/Recycling	8,563.08	7,082.00	(1,481.08)
426-1630 Medicare - Sanitation/Recycling	1,996.83	1,656.00	(340.83)
426-1830 Overtime	0.00	500.00	500.00
426-2270 Supplies	896.54	1,250.00	353.46
426-2500 Recycling Grant to Twin Boros	24,556.29	22,000.00	(2,556.29)
426-4600 Conferences/Training	0.00	500.00	500.00
<u>TOTAL SANITATION</u>	143,406.57	147,210.00	3,803.43

SOLID WASTE

427-3130 Landfill-Engineering Ser.	9,946.65	8,500.00	(1,446.65)
427-4700 Refuse Coll/Disp Contract	869,223.41	989,576.00	120,352.59

427-4710 WM Trash Bags	12,019.00	7,500.00	(4,519.00)
TOTAL SOLID WASTE	891,189.06	1,005,576.00	114,386.94

STREET DEPARTMENT (35/30/30/05)

430-1220 Salary - DPW Foreman	24,682.00	22,919.00	(1,763.00)
430-1300 Salaries & Wages - DPW	106,793.93	150,135.00	43,341.07
430-1610 FICA - Street Dept	8,807.08	11,042.00	2,234.92
430-1630 Medicare - Street Dept	2,453.35	2,582.00	128.65
430-1830 Street Department - Overtime	9,296.60	5,038.00	(4,258.60)
430-2100 Office Supplies - Street Dept	401.50	81.00	(320.50)
430-2150 Computer Equipment/Supplies - Street Dept	1,564.97	488.00	(1,076.97)
430-2160 Office Equip Maint/Repair - Street Dept	1,172.79	81.00	(1,091.79)
430-2300 Vehicle Operation (fuel, oil, fluids)	10,609.54	15,600.00	4,990.46
430-2380 Uniforms & Clothing	2,057.84	975.00	(1,082.84)
430-2500 Vehicle Maint/Repair- Street Dept	4,004.63	5,038.00	1,033.37
430-2600 Minor Equipment	1,237.61	650.00	(587.61)
430-3150 Drug Testing	289.69	179.00	(110.69)
430-3210 Telephone - Street	404.51	406.00	1.49
430-3310 Travel	0.00	276.00	276.00
430-3610 Electricity -DPW Garage	1,223.89	650.00	(573.89)
430-3620 Gas Heat -DPW Garage	1,529.28	1,706.00	176.72
430-3730 Building Maintenance	7,685.09	3,250.00	(4,435.09)
430-3740 Equipment Maint & Repairs - Street Dept	12,169.72	6,013.00	(6,156.72)
430-4600 Training - Street	1,273.66	325.00	(948.66)
430-7400 Capital Improvements	18,930.61	68,250.00	49,319.39
430-7410 Equipment Lease Loader 50/25/25	16,868.86	10,448.00	(6,420.86)
TOTAL STREET DEPARTMENT	233,457.15	306,132.00	72,674.85

STREET CLEANING

431-3740 Machinery Maintenance/Supplies	12,624.26	5,500.00	712.84
TOTAL STREET CLEANING	12,624.26	5,500.00	712.84

SNOW & ICE REMOVAL

432-2210 Snow & Ice Removal	12,822.31	(5,250.00)	(18,072.31)
TOTAL SNOW/ICE REMOVAL	12,822.31	(5,250.00)	(18,072.31)

TRAFFIC SIGNS/SIGNALS

433-3720 Misc Supplies- Traffic Signals	275.00	2,750.00	2,626.66
TOTAL TRAFFIC SIGNALS	275.00	2,750.00	2,626.66

STREET LIGHTING

434-3720 Street Light Repair	524.12	0.00	(254.98)
434-3730 Operations/Maintenance	276.13	750.00	473.87
TOTAL STREET LIGHTING	800.25	750.00	218.89

STORM SEWERS & DRAINS

436-2450 Materials & Supplies	0.00	425.00	425.00
436-3710 Storm Water Project MS4	0.00	97,500.00	97,500.00
TOTAL STORM SEWER	0.00	97,925.00	97,925.00

STREET MAINTENANCE

438-2450 Materials & Supplies St Maintenance	6,965.83	775.00	425.00
438-3720 Street Paving	441.69	0.00	425.00
TOTAL STREET MAINTENANCE	7,407.52	775.00	425.00

PARKING FACILITIES

445-0315 Software (UP Safety)	10,801.50	10,500.00	(301.50)
445-1300 Parking Enforcement Officer	39,096.76	81,796.00	42,699.24
445-1610 FICA - Parking	6,026.82	5,118.00	(908.82)
445-1630 Medicare - Parking	1,405.89	1,197.00	(208.89)
445-1830 Overtime	0.00	750.00	750.00
445-1910 Uniforms/Drug Test	2,098.83	850.00	(1,248.83)
445-2410 Vehicle Registration/Maintenance	0.00	1,500.00	1,500.00
445-2490 Meter Purchase- Parking Facilities	18,928.07	3,500.00	(15,428.07)
445-3130 Parking Permits Ect..	3,599.33	2,500.00	(1,099.33)
445-3250 Postage	48.00	500.00	452.00
445-3260 Radio	500.00	750.00	250.00
445-3400 Advertising/Printing-Parking Facilities	211.96	2,250.00	2,038.04
445-3710 Parking Lot Maintenance-Parking Facilities	1,723.42	250.00	(1,473.42)
445-3720 Meter Repair/Main Supplies	142.60	750.00	607.40
445-7400 Cap Purchase (New Car)	1,981.47	18,500.00	16,518.53
TOTAL PARKING FACILITIES	86,564.65	130,711.00	44,146.35

FLOOD CONTROL

446-3130 Engineering Services	0.00	10,500.00	10,500.00
446-3710 Levee Maintenance	1,152.46	124,741.00	123,588.54
446-3730 Equipment Maintenance/Repair	861.19	750.00	(111.19)
TOTAL FLOOD CONTROL	2,013.65	135,991.00	133,977.35

RECREATION

452-7400 CAP Parks	5,000.00	6,500.00	1,500.00
TOTAL RECREATION	5,000.00	6,500.00	1,500.00

DONATIONS

453-5440 MCCD Stream Gage	0.00	500.00	500.00
TOTAL DONATIONS	0.00	500.00	500.00

Parks

454-7400 Cap Purchase	0.00	500.00	500.00
TOTAL PARKS	0.00	500.00	500.00

SHADE TREES

455-2460 Materials & Supplies	2,484.02	2,500.00	15.98
455-3720 Maintenance	16,800.00	15,500.00	(1,300.00)
455-7200 Shade Tree - New Planting	690.00	2,500.00	1,810.00
TOTAL SHADE TREES	19,974.02	20,500.00	525.98

ECONOMIC DEVELOPMENT

463-3020 IBW Remediation	0.00	1,500.00	1,500.00
463-3100 Comprehensive Plan Implementation	6,323.63	5,000.00	(1,323.63)
TOTAL ECONOMIC DEVELOPMENT	6,323.63	6,500.00	176.37

DOWNTOWN DISTRICT

465-3740 Maintenance/Repair (Decorations)	5,851.46	750.00	(5,101.46)
465-5400 Contribution - ECA	10,000.00	10,000.00	0.00
TOTAL DOWNTOWN DISTRICT	15,851.46	10,750.00	(5,101.46)

INTER-GOVNMTAL EXPENSES

481-5200 Firemans Relief Fund	49,778.76	41,500.00	41,500.00
TOTAL INTER-GOVNMTAL EXPENSES	49,778.76	41,500.00	41,500.00

INSURANCE

486-3510 Property-Liability Insurance	46,502.36	51,150.00	4,647.64
486-3530 Workers Comp Insurance	18,441.72	16,005.00	(2,436.72)
486-3531 Workers Comp - Fire Department	9,781.50	8,085.00	(1,696.50)
486-3550 Deductible	0.00	3,300.00	3,300.00
486-4010 Public Officials Liability	5,459.00	5,280.00	(179.00)
TOTAL INSURANCE	80,184.58	83,820.00	3,635.42

EMPLOYEE BENEFITS/INS

487-1580 Life/Disability Insurance	5,588.64	7,755.00	2,166.36
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487-1590 Major Medical (BC/BS)	153,656.33	203,763.00	50,106.67
487-1591 Health Ins Buyout/HRA	5,190.00	4,950.00	(240.00)
487-5310 N/U Pension MMO	69,633.03	70,890.00	1,256.97
TOTAL EMPLOYEE BENEFITS	234,068.00	287,358.00	53,290.00
<u>EMPLOYER FICA EXPENSES</u>			
488-1620 Unemployment Compensation	7,061.67	6,600.00	(461.67)
TOTAL EMPLOYER FICA EXPENSES	7,061.67	6,600.00	(461.67)
<u>TRANSFERS</u>			
492-0100 Transfer to Recreation Fund	0.00	11,490.00	11,490.00
TOTAL TRANSFERS	0.00	11,490.00	11,490.00
Total Expenses	5,650,194.52	6,118,851.00	3,026,012.90
Excess Revenue Over(Under) Expenditures	(503,324.19)	17,228.00	792,569.35

**Consolidated by Fund Stmt of Activity - Budget vs Actual
December 30, 2023 - Sewer**

<u>Account # & Title</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Variance</u>
Revenues			
INTEREST			
341-0000 Interest Income	0.00	12,000.00	(12,000.00)
341-0110 Interest-Savings & C D	7,779.68	0.00	7,779.68
341-0210 Interest Sewer PLGIT	212.55	0.00	212.55
341-0211 Int.-Sewer P Plus	102,170.69	0.00	102,170.69
<u>TOTAL INTEREST</u>	<u>110,162.92</u>	<u>12,000.00</u>	<u>98,162.92</u>
STATE SHARED REVENUE			
355-0500 Foreign Cas Ins Pre (Pension Aide)	53,800.00	44,715.00	9,085.00
<u>TOTAL STATE SHARED REVENUE</u>	<u>53,800.00</u>	<u>44,715.00</u>	<u>9,085.00</u>
SANITATION			
364-1200 Pretreatment Revenues	-	8,000.00	(8,000.00)
364-2010 Sewer Rents	1,741,368.64	1,690,000.00	51,368.64
364-2020 Lien Sewer Rents	13,196.02	8,500.00	1,732,868.64
364-3160 Lien Interest & Cost	4,140.68	0.00	13,196.02
364-6010 Stroud SA Rentals	32,109.92	32,500.00	(28,359.32)
364-7010 Smithfield SA Rentals	108,941.04	145,000.00	(112,890.08)
364-9000 EDU Connection Fees	68,117.78	63,522.00	45,419.04
364-9100 Smithfield EDU Fees	-	17,500.00	50,617.78
364-9200 Penalties	44,751.34	45,000.00	(45,000.00)
<u>TOTAL SANITATION</u>	<u>2,012,625.42</u>	<u>2,010,022.00</u>	<u>2,603.42</u>
MISCELLANEOUS REVENUES			
380-1010 Emp Cont Hlth Insr	8,042.29	9,237.00	(1,194.71)
<u>TOTAL MISC. REVENUES</u>	<u>8,042.29</u>	<u>9,237.00</u>	<u>(1,194.71)</u>
TRANSFERS			
392-0080 Transfer from Sewer Investor	0.00	1,000,000.00	(1,000,000.00)
392-0081 Trans From Sewer Investor	0.00	1,000,000.00	(1,000,000.00)
<u>TOTAL TRANSFERS</u>	<u>-</u>	<u>2,000,000.00</u>	<u>(2,000,000.00)</u>
<u>Total Revenues</u>	2,184,630.63	4,075,974.00	(3,047,769.48)

Expenses

LEGISLATIVE

400-1100 Council Salary	3,940.36	4,712.00	771.64
400-1610 FICA-Legislative	457.91	292.00	(165.91)
400-1630 Medicare - Legislative	59.65	68.00	8.35
400-3110 Training/Conferences	0.00	500.00	500.00
400-3210 Dues/Subscriptions	2,797.37	1,125.00	(1,672.37)
400-3310 Misc/Travel	0.00	125.00	125.00
<u>TOTAL LEGISLATIVE</u>	<u>7,255.29</u>	<u>6,822.00</u>	<u>(433.29)</u>

GENERAL GOVERNMENT

401-1210 Manager Salary	57,022.20	40,372.00	(16,650.20)
401-1220 DPW Director Salary-Sewer	6,960.00	30,420.00	23,460.00
401-1400 Admin Staff Salary	53,847.96	88,725.00	34,877.04
401-1410 Utility Billing Coordinator	17,696.00	21,779.00	4,083.00
401-1610 FICA - Admin	10,511.20	11,017.00	505.80
401-1630 Medicare - Admin	1,678.44	2,577.00	898.56
401-1830 Admin Overtime	0.00	488.00	488.00
401-2100 Office Supplies - Admin	4,780.41	2,600.00	(2,180.41)
401-2130 Office Equipment/Furniture - Admin	2,303.98	325.00	(1,978.98)
401-2140 IT Expenses	9,659.15	5,363.00	(4,296.15)
401-2150 Computer Equipment/Supplies - Admin	5,466.96	3,250.00	(2,216.96)
401-2160 Equipment Repair/Maintenance - Admin	351.49	894.00	542.51
401-2300 Vehicle Expense - Admin	0.00	488.00	488.00
401-3110 Data Storage software	2,066.57	2,763.00	696.43
401-3210 Telephone - Admin	2,866.51	2,811.00	(55.51)
401-3250 Postage - Payroll Processing Fee	5,196.89	6,013.00	816.11
401-3310 Travel - Admin	0.00	1,040.00	1,040.00
401-3400 Advertising/Printing - Admin	1,747.00	1,788.00	41.00
401-4200 Dues Subscriptions/Memberships - Admin	8,371.85	4,063.00	(4,308.85)
401-4600 Training/Conferences - General Government	1,253.50	813.00	(440.50)
401-7200 CIP -New Car	0.00	4,625.00	4,625.00
<u>TOTAL GENERAL GOVT</u>	<u>191,780.11</u>	<u>232,214.00</u>	<u>40,433.89</u>

FINANCIAL ADMINISTRATION

402-3100 Trustee Chg Bond Payment	1,059.00	813.00	(246.00)
402-3110 Auditing Services - Sewer	11,210.75	14,640.00	3,429.25
402-3120 Accounting Services	1,219.20	0.00	(1,219.20)

402-3160 Billing Software	10,188.33	11,250.00	1,061.67
402-3170 Accounting Software	1,596.80	4,600.00	3,003.20
402-3210 Credit Card Fees	11,502.91	11,400.00	(102.91)
TOTAL FINANCIAL ADMIN	36,776.99	42,703.00	5,926.01

TAX COLLECTION

LEGAL SERVICES

404-3200 Legal Services - WWTP	57,622.46	32,500.00	(25,122.46)
TOTAL LEGAL SERVICES	57,622.46	32,500.00	(25,122.46)

ENGINEERING

408-3130 Engineering	52,996.26	50,625.00	(2,371.26)
TOTAL ENGINEERING	52,996.26	50,625.00	(2,371.26)

MUNICIPAL BUILDINGS (70/15/15)

409-2360 Materials & Supplies - Mun Bldg	29.91	275.00	245.09
409-3610 Electricity-Mun. Bldg.	2,874.04	2,791.00	(83.04)
409-3620 Electricity-Annex	799.97	688.00	(111.97)
409-3640 Gas - Annex	516.77	619.00	102.23
409-3730 Maintenance & Repair Annex	4,772.20	963.00	(3,809.20)
409-3740 Maintenance & Repairs	2,093.53	688.00	(1,405.53)
TOTAL MUNICIPAL BUILDING	11,086.42	6,024.00	(5,062.42)

HEALTH DEPARTMENT

421-1220 Salaries & Wages-Health	3,693.96	4,117.00	423.04
421-1610 FICA - Health Dept	118.16	255.00	136.84
421-1630 Medicare - Health Dept	171.59	60.00	(111.59)
421-2150 Computer Equipment/Supplies (70/30)	0.00	15.00	15.00
TOTAL HEALTH DEPARTMENT	3,983.71	4,447.00	463.29

SANITARY SEWER

429-1400 Sewer Staff Salaries	218,328.14	243,948.00	25,619.86
429-1610 Social Security- Sewer Fund	6,205.31	15,202.00	8,996.69
429-1630 Medicare - Sanitary Sewer	935.26	3,555.00	2,619.74
429-1830 Sewer Overtime	5,077.83	1,250.00	(3,827.83)
429-2100 Office Supplies	1,328.06	850.00	(478.06)
429-2110 Chemicals	59,440.58	35,000.00	(24,440.58)
429-2150 Computer Equip & Supplies	1,394.44	2,500.00	1,105.56
429-2200 Materials & Supplies- WWTP	6,598.94	4,500.00	(2,098.94)
429-2300 Fuel Oil	23,895.03	18,500.00	(5,395.03)
429-2310 Vehicle Operation	1,208.98	1,200.00	(8.98)
429-2380 Uniforms	809.89	1,000.00	190.11
429-2600 Small Tools/Minor Equipment	1,684.95	2,500.00	815.05
429-3160 Laboratory Fees	61,309.75	58,500.00	(2,809.75)
429-3200 Telephone - Sewer	2,778.13	1,700.00	(1,078.13)

429-3610 Electric - Sewer	85,009.90	78,500.00	(6,509.90)
429-3700 Pump Station Maint & Repair	3,315.24	12,500.00	9,184.76
429-3710 WWTP Maint & Repairs	22,100.03	20,000.00	(2,100.03)
429-3720 Collection System Maintenance	5,621.68	10,500.00	4,878.32
429-3730 WWTP Building & Repair	6,408.41	96,000.00	89,591.59
429-3740 Equipment Maintenance Collections	6,741.44	5,000.00	(1,741.44)
429-4100 Sewer Backup Expenses	1,676.00	2,500.00	824.00
429-4200 Dues/Subscriptions-Sewer	4,606.00	5,000.00	394.00
429-4500 Contracted Line Maintenance	19,440.81	85,500.00	66,059.19
429-4600 Training - Sanitary Sewer	90.00	2,000.00	1,910.00
429-4700 Sludge Disposal	88,642.28	75,000.00	(13,642.28)
429-7400 Equipment Lease/Purchase	14,590.96	48,183.00	33,592.04
429-7410 Capital Improvements equipment (Skid Steer)	5,000.00	20,000.00	15,000.00
429-7420 Capital Improvement Collection System	110,849.58	2,000,000.00	1,889,150.42
429-7430 Vehicle Purchase	67,929.33	48,000.00	(19,929.33)
TOTAL COLLECTION SYSTEM	833,016.95	2,898,888.00	2,065,871.05

STREET DEPARTMENT (35/30/30/05)

430-1220 Street Superindendent Salary	24,634.00	22,038.00	(2,596.00)
430-1300 Salaries & Wages - DPW - Sewer	122,151.57	144,361.00	22,209.43
430-1610 FICA - Street Dept	12,926.29	10,617.00	(2,309.29)
430-1630 Medicare - Street Dept	1,667.84	2,483.00	815.16
430-1830 Overtime - Street Dept	0.00	4,844.00	4,844.00
430-2100 Office Supplies - Street Dept	434.31	78.00	(356.31)
430-2150 Computer Equipment/Supplies - Street Dept	0.00	469.00	469.00
430-2160 Office Equipment Maint/Repair- Street Dept	395.44	78.00	(317.44)
430-2300 Vehicle Operation (fuel, oil, fluids)	12,024.48	15,000.00	2,975.52
430-2380 Uniforms - Street Dept	1,763.95	938.00	(825.95)
430-2500 Vehicle Manitenance/Repair- Street Dept	5,026.46	4,844.00	(182.46)
430-2600 Small Tools/Minor Equip - Street Dept	1,339.92	625.00	(714.92)
430-3150 Drug Testing	178.43	172.00	(6.43)
430-3210 Telephone - Street Dept	427.34	391.00	(36.34)
430-3310 Travel - Street Dept	0.00	266.00	266.00
430-3610 Electricity - Street Dept	1,325.23	625.00	(700.23)
430-3620 Gas - Street Dept	1,656.31	1,641.00	(15.31)
430-3730 Building Maintenance - Street Dept	1,839.69	3,125.00	1,285.31

430-3740 Equipment Maint & Repair - Street Dept	9,856.13	5,781.00	(4,075.13)
430-4600 Conferences/Training - Street Dept	810.26	313.00	(497.26)
430-7400 CAP Improvements	0.00	65,625.00	65,625.00
430-7410 Equipment Lease Loader 50/25/25	8,434.44	10,046.00	1,611.56
TOTAL STREET DEPARTMENT	206,892.09	294,360.00	87,467.91

STORM SEWERS & DRAINS

436-3710 Storm Water Project MS4	0.00	77,500.00	77,500.00
TOTAL STORM SEWER	0.00	77,500.00	77,500.00

INSURANCE

486-3510 Property-Liability Insurance	57,627.82	51,925.00	(5,702.82)
486-3530 Workers Comp Insurance	18,720.14	16,248.00	(2,472.14)
486-3531 Workers Comp - Fire Department	9,929.75	8,208.00	(1,721.75)
486-3550 Deductible	0.00	3,350.00	3,350.00
486-4010 Public Officials Liability	5,458.00	5,360.00	(98.00)
TOTAL INSURANCE	91,735.71	85,091.00	(6,644.71)

EMPLOYEE BENEFITS/INS

487-1580 Life/Disability Insurance	7,010.99	7,873.00	862.01
487-1590 Major Medical (BC/BS)	268,374.37	206,850.00	(61,524.37)
487-1591 Health Ins. Buy-out/HRA Cont	6,030.00	5,025.00	(1,005.00)
487-5310 N/U Pension MMO	69,633.02	71,395.00	1,761.98
TOTAL EMPLOYEE BENEFITS	351,048.38	291,143.00	(59,905.38)

EMPLOYER FICA EXPENSES

488-1620 Unemployment Comp PSAB	7,168.65	6,700.00	(468.65)
TOTAL EMPLOYER FICA EXPENSES	7,168.65	6,700.00	(468.65)

TRANSFERS

<u>Total Expenses</u>	1,851,363.02	4,029,017.00	2,177,653.98
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Excess Revenue Over(Under) Expenditures	333,267.61	46,957.00	(870,115.50)
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Consolidated by Fund Stmt of Activity - Budget vs Actual
December 31, 2023 - Water

<u>Account # & Title</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Variance</u>
Revenues			
INTEREST			
341-0000 Interest Income	0.00	1,500.00	(1,500.00)
341-0110 Interest-Savings	3,977.31	0.00	3,977.31
341-0210 Interest-Water-PLGIT	29.59	0.00	29.59
341-0211 Interest-Water-P Plus	46,987.65	0.00	46,987.65
<u>TOTAL INTEREST</u>	<u>50,994.55</u>	<u>1,500.00</u>	<u>49,494.55</u>
STATE GRANT PROGRAM			
354-1230 PA Small Water Grants	59,662.00	1,550,000.00	(1,550,000.00)
354-1260 American Recovery Funds	0.00	1,550,000.00	(1,550,000.00)
<u>TOTAL STATE GRANTS</u>	<u>59,662.00</u>	<u>1,550,000.00</u>	<u>(1,550,000.00)</u>
STATE SHARED REVENUE			
355-0500 Foreign Cas Ins Pre (Pension Aide)	53,800.00	44,715.00	9,085.00
<u>TOTAL STATE SHARED REVENUE</u>	<u>53,800.00</u>	<u>44,715.00</u>	<u>9,085.00</u>
PMT FROM WATER CO			
378-1110 Water Service-Turn on/off	1,800.00	250.00	1,550.00
378-2100 Water Rents	2,015,688.55	2,233,000.00	(217,311.45)
378-2110 Lien Rents	14,324.21	25,000.00	(10,675.79)
378-2120 Lien Costs & Interest	4,552.35	2,000.00	2,552.35
378-4300 Water Sales Bulk	94,379.32	110,000.00	(15,620.68)
378-9000 EDU Connection Fees	21,325.89	68,210.00	(46,884.11)
378-9200 Penalties	51,465.64	35,000.00	16,465.64
378-9300 Sale of Meters & Supplies	0.00	15,000.00	(15,000.00)
378-9400 Water Dept. Services	1,702.79	1,850.00	(147.21)
<u>TOTAL PMT FROM WATER CO</u>	<u>2,205,238.75</u>	<u>2,490,310.00</u>	<u>(285,071.25)</u>
MISCELLANEOUS REVENUES			
380-1010 Emp Cont Hlth Insr	8,042.29	9,237.00	(1,194.71)
<u>TOTAL MISC. REVENUES</u>	<u>8,042.29</u>	<u>9,237.00</u>	<u>(1,194.71)</u>
TRANSFERS			
392-0061 Transfer From Water Investor	0.00	375,000.00	(375,000.00)
<u>TOTAL TRANSFERS</u>	<u>-</u>	<u>375,000.00</u>	<u>(375,000.00)</u>

Total Revenues

2,377,737.59 **4,470,762.00** **(3,350,011.11)**

Expenses

LEGISLATIVE

400-1100 Council Salary	3,940.36	4,713.00	772.64
400-1610 FICA - Legislative	298.06	292.00	(6.06)
400-1630 Medicare - Legislative	66.70	68.00	1.30
400-3110 Training/Conferences	0.00	500.00	500.00
400-3210 Dues/Subscriptions	2,797.37	1,125.00	(1,672.37)
400-3310 Misc./Travel	0.00	125.00	125.00
<u>TOTAL LEGISLATIVE</u>	7,102.49	6,823.00	(279.49)

GENERAL GOVERNMENT

401-1210 Manager Salary	57,022.20	40,372.00	(16,650.20)
401-1220 DPW Director Salary - Water	6,960.00	30,420.00	23,460.00
401-1400 Admin Staff Salary - Water	53,847.99	88,725.00	34,877.01
401-1410 Utility Billing Coordinator	17,696.00	21,779.00	4,083.00
401-1610 FICA - Admin	6,841.69	11,017.00	4,175.31
401-1630 Medicare - Admin	1,876.75	2,577.00	700.25
401-1830 Admin Overtime	0.00	488.00	488.00
401-2100 Office Supplies - Admin	4,771.16	2,600.00	(2,171.16)
401-2130 Office Equipment/Furniture - Admin	2,303.98	325.00	(1,978.98)
401-2140 IT Expenses	9,659.15	5,363.00	(4,296.15)
401-2150 Computer Equipment/Supplies - Admin	5,466.96	3,250.00	(2,216.96)
401-2160 Equipment Repair/ Maintenance - Admin	351.49	894.00	542.51
401-2300 Vehicle Expense - Admin	0.00	488.00	488.00
401-3110 Data Storage software	2,066.57	2,763.00	696.43
401-3210 Telephone - Admin	2,866.51	2,811.00	(55.51)
401-3250 Postage - Payroll Processing Fee	6,467.40	6,013.00	(454.40)
401-3310 Travel - Admin	0.00	1,040.00	1,040.00
401-3400 Advertising/Printing - Admin	1,747.00	1,788.00	41.00
401-4200 Dues Subscriptions/Memberships - Admin	8,371.85	4,063.00	(4,308.85)
401-4600 Training/Conferences - General	1,253.50	813.00	(440.50)
401-7200 CIP - New Car	0.00	4,625.00	4,625.00
<u>TOTAL GENERAL GOVT</u>	189,570.20	232,214.00	42,643.80

FINANCIAL ADMINISTRATION

402-3100 Trustee Chg Bond Payment	1,059.00	813.00	(246.00)
402-3110 Auditing Services - Water	11,210.75	14,640.00	3,429.25
402-3120 Accounting Services	1,219.20	1,625.00	405.80
402-3160 Billing Software	9,913.75	11,250.00	1,336.25
402-3170 Accounting Software	1,596.80	4,600.00	3,003.20
402-3210 Credit Card Fees	11,502.91	11,400.00	(102.91)

TOTAL FINANCIAL ADMIN	<u>36,502.41</u>	<u>44,328.00</u>	7,825.59
<u>LEGAL SERVICES</u>			
404-3160 Legal Services - WTP	130,496.26	25,500.00	(104,996.26)
TOTAL LEGAL SERVICES	130,496.26	25,500.00	(104,996.26)
<u>ENGINEERING</u>			
408-3130 Engineering	107,998.42	168,750.00	60,751.58
TOTAL ENGINEERING	107,998.42	168,750.00	60,751.58
<u>MUNICIPAL BUILDINGS (70/15/15)</u>			
409-2360 Materials & Supplies - Mun Bldg	29.91	275.00	245.09
409-3610 Electricity-Mun. Bldg.	2,079.25	2,791.00	711.75
409-3620 Electricity-Annex	799.97	688.00	(111.97)
409-3640 Gas - Annex	1,311.56	619.00	(692.56)
409-3730 Maintenance & Repair Annex	1,733.20	963.00	(770.20)
409-3740 Maintenance & Repairs	2,093.78	688.00	(1,405.78)
TOTAL MUNICIPAL BUILDING	8,047.67	6,024.00	(2,023.67)
<u>STREET DEPARTMENT (35/30/30/05)</u>			
430-1220 Street Superintendent Salary	24,634.00	22,038.00	(2,596.00)
430-1300 Salaries & Wages - DPW - Water	122,151.59	144,361.00	22,209.41
430-1610 FICA - Street Dept	8,413.64	10,617.00	2,203.36
430-1630 Medicare - Street Dept	1,864.87	2,483.00	618.13
430-1830 Overtime - Street Department	0.00	4,844.00	4,844.00
430-2100 Office Supplies - Street Dept	434.31	78.00	(356.31)
430-2150 Computer Equipment/Supplies - Street Dept	0.00	469.00	469.00
430-2160 Office Equipment Maint/Repair- Street Dept	395.44	78.00	(317.44)
430-2300 Vehicle Operation (fuel, oil, fluids)	11,492.98	15,000.00	3,507.02
430-2380 Uniforms - Street Dept	1,763.95	938.00	(825.95)
430-2500 Vehicle Manintenance/Repair- Street Dept	5,026.46	4,844.00	(182.46)
430-2600 Small Tools/Minor Equip - Street Dept	1,339.92	625.00	(714.92)
430-3150 Drug Testing	178.43	172.00	(6.43)
430-3210 Telephone - Street Dept	427.34	391.00	(36.34)
430-3310 Travel - Street Dept	0.00	266.00	266.00
430-3610 Electricity - Street Dept	1,325.23	625.00	(700.23)
430-3620 Gas - Street Dept	1,656.31	1,641.00	(15.31)
430-3730 Building Maintenance- Street Dept	1,839.69	3,125.00	1,285.31
430-3740 Equipment Maint & Repair - Street Dept	9,856.13	5,781.00	(4,075.13)

430-4600 Conferences/Training - Street Dept	810.26	313.00	(497.26)
430-7400 CAP Improvements	0.00	65,625.00	65,625.00
430-7410 Equipment Lease Loader 50/25/25	8,434.44	10,046.00	1,611.56
TOTAL STREET DEPARTMENT	202,044.99	294,360.00	92,315.01

WATER

448-1300 Water Staff Salaries	270,466.67	352,405.00	81,938.33
448-1610 FICA - Water	16,850.07	22,004.00	5,153.93
448-1630 Medicare - Water	3,941.51	5,146.00	1,204.49
448-1830 Water Overtime	7,026.37	2,500.00	(4,526.37)
448-2100 Office Supplies	1,343.30	1,000.00	(343.30)
448-2110 Chemicals - Water	96,999.13	110,000.00	13,000.87
448-2150 Computer Equipt & Supplies	1,544.15	2,500.00	955.85
448-2200 Materials & Supplies	10,431.27	10,000.00	(431.27)
448-2300 Fuel Oil	14,840.92	11,500.00	(3,340.92)
448-2310 Vehicle Operation	4,660.21	2,500.00	(2,160.21)
448-2310 Vehicle Operation	134.96		
448-2390 Uniforms/Boot Allowance	537.44	750.00	212.56
448-2400 Meter M&R Supplies (New Radio Read)	414,550.77	1,400,000.00	985,449.23
448-2600 Small Tools/Minor Equipment - Water	11,472.07	20,500.00	9,027.93
448-3160 Laboratory Fees - Water	39,757.40	30,000.00	(9,757.40)
448-3200 Telephone- Water	3,361.47	3,500.00	138.53
448-3400 Printing & Advertising	0.00	3,500.00	3,500.00
448-3610 Electric- Water Treatment Plant	6,776.75	8,500.00	1,723.25
448-3620 Electric - Water Wells	39,904.51	47,500.00	7,595.49
448-3630 Electric - Water Distribution	1,841.45	2,250.00	408.55
448-3700 Well Maint & Repair	15,867.55	20,000.00	4,132.45
448-3720 Distribution System- Maint. & Repairs	104,982.79	375,000.00	270,017.21
448-3730 Building Maintenance	9,579.26	15,000.00	5,420.74
448-3740 WTP Maint & Repairs	18,172.28	105,000.00	86,827.72
448-3750 Dist Contracted Services	38,092.66	34,850.00	(3,242.66)
448-4200 Dues/Subscriptions - Water	3,172.00	2,500.00	(672.00)
448-4500 Contracted Line Maint - Water	6,744.69	15,000.00	8,255.31
448-4600 Training/conferences - Water	1,317.57	1,500.00	182.43
448-4700 Sludge Removal	34,286.23	65,000.00	30,713.77
448-4910 Permits	20,335.00	20,000.00	(335.00)
448-7400 Capital Improvements	40,133.89	178,310.00	138,176.11
448-7410 Capital purchase (UTV)	128,285.73	95,000.00	(33,285.73)
TOTAL WATER FACILITIES	1,367,410.07	2,963,215.00	1,595,804.93

DEBT SERVICE

471-1100 Principal 2016 Loan	159,044.00	159,044.00	0.00
471-1110 Penn Vest Water Line	46,406.25	46,407.00	0.75
471-1120 Penn Vest Dam	38,268.02	38,269.00	0.98

471-1130 Penn Vest Dam	1,000.00		(1,000.00)
TOTAL DEBT SERVICE	244,718.27	243,720.00	(998.27)

DEBT INTEREST

472-1100 Interest - 2016 Loan	82,000.00	82,000.00	0.00
472-1110 Penn Vest Water Line - Interest	8,752.11	8,753.00	0.89
472-1120 Penn Vest Dam - Interest	12,140.98	12,142.00	1.02
TOTAL DEBT INTEREST	102,893.09	102,895.00	1.91

INSURANCE

486-3510 Property-Liability Insurance	46,191.82	51,925.00	5,733.18
486-3530 Workers Comp Insurance	18,720.14	16,248.00	(2,472.14)
486-3531 Workers Comp - Fire Department	9,929.75	8,208.00	(1,721.75)
486-3550 Deductible	0.00	3,350.00	3,350.00
486-4010 Public Officials Liability	5,458.00	5,360.00	(98.00)
TOTAL INSURANCE	80,299.71	85,091.00	4,791.29

EMPLOYEE BENEFITS/INS

487-1580 Life/Disability Insurance	7,194.65	7,873.00	678.35
487-1590 Major Medical (BC/BS)	195,540.13	206,850.00	11,309.87
487-1591 Health Ins. Buy-out/HRA Cont	6,030.00	5,025.00	(1,005.00)
487-5310 N/U Pension MMO	69,633.02	71,395.00	1,761.98
TOTAL EMPLOYEE BENEFITS	278,397.80	291,143.00	12,745.20

EMPLOYER FICA EXPENSES

488-1620 Unemployment Comp PSAB	7,168.65	6,700.00	(468.65)
TOTAL EMPLOYER FICA EXPENSES	7,168.65	6,700.00	(468.65)

Total Expenses	2,762,650.03	4,470,763.00	1,708,112.97
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COLLECTIONS

Category

1) Total number of open repayment agreements
2) Total number of repayment agreements satisfied since last report
3) Total number of new repayment agreements since last report
4) Total number of repayment agreements in default or late
5) Total amount of \$ in repayment agreements
6) Total properties with liens and amount
7) Total new liens since last report
8) Regulated Rental late fees assessed since last report
9) Areas of concern (non-personnel)

Amount/number

	30
\$	36,819.57
	233,657.16
\$	6,060.00
Not at this time	

UTILITIES

Category
1) Date of issuance of next water and sewer bills
2) Total amount of water and sewer bills for this quarter
3) Total amount collected for this quarter
4) Total amount in arrears
5) Total amount of refuse billed YTD
6) Total amount collected YTD
7) Total amount in arrears
8) Total number of Bulk item tags and extra disposable bags sold to date.
9) Areas of concern (non-personnel)

Amount/number
3/28/2024
\$ -
\$ -
\$ 382,298.02
\$ -
\$ -
\$ 186,877.93
3,612
Not at this time

YTD \$ - Inc. Penalty
 \$ -
 Billed less discount & adj- Plus Penalty

10364-3030

MAINTENANCE DEPARTMENT DAILY REPORT

DATE: 1/1/24 MONDAY

Holiday

DATE: 1/2/24 TUESDAY

Fixed a traffic light-Picked Christmas Trees-Cut tree down on Grove St-Cleaned Loader-Worked on 8500
Cold patched-Worked on sweeper-
9 One Calls

DATE: 1/3/24 WEDNESDAY

Cold patched-Worked on sweeper-Cleaned skid steer-Picked up logs on Grove St-Worked on chains-Worked on
Snow removal equipment-Filled transfer tank-Took 8500 to Ace's for inspection

DATE: 1/4/24 THURSDAY

Worked on sweeper & washed it-Put signs back up-Emptied trash cans and picked up trash at Miller Park
Got trucks ready for snowstorm-Cold patched
4 One calls

DATE: 1/5/24 FRIDAY

Picked up Christmas Trees-Picked Trash on Crystal St & Veterans Memorial- Picked up Garbage bags on Lincoln &
Burson- Checked Levee for storm damage-Snow removal training-Checked trucks for snow removal

DATE: 1/6/24 SATURDAY

Snow maintenance

DATE: 1/7/24 SUNDAY

Snow maintenance – Loaded snow

Public Works Weekly Report 1/1/24 thru 1/7/24

↓ Task Description	JW	JD	JM	CO	BH	GS	ES	RP	EG		Total
Park Maintenance											0
Parking Lot Maintenance/Clean up	2										2
Levee Maintenance/Dog Waste			4				4				8
Shopping Carts											0
Sign Maintenance											0
Street/Stop Light Repair		1	1								2
Mowing/Weeding											0
Vehicle Repair								8			8
Shade Tree		3	3								6
PA 1 Call											0
Waste Water Treatment Plant											0
Waste Water Collection System											0
Storm Water Maintenance/Repair											0
Equipment Repair & Maintenance		18	14		32	4		24			92
Snow/Salt	20	22	22		20	20	20	20	20		164
Street Patching/Maintenance/Painting						20	20				40
Water Plant											0
Water Distribution System											0
Leaf/Brush Collection/Tree Trimming		8	8			8	8				32
Pool											0
Parade/Flags/Lights/Wreaths/Events											0
Parking Meters & Parking											0
Street Sweeping & Maintenance				24							24
Recycling	2								32		34
Building Maintenance											0
Golf Course											0
Meetings, Paper Work & Training	12										12
Vacation/comp/personal	16			8							24
Holiday	8	8	8	8	8	8	8	8	8		72
Sick / Medical Leave											0
Fire Calls											0
Meter Reading											0
Cumulative Hours→	60	60	60	40	60	60	60	60	60	0	520

WATER DEPARTMENT DAILY REPORT

DATE: MONDAY 12/4/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,WORKING ON HEATER WELL 3,SWITCH CAUSTIC PUMPS, WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK,
CHECKED RESERVOIR LEVELS OPENED BIG RESERVOIR 5 TURNS.

DATE: TUESDAY 12/5/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,CHECKED ON FORGE ROAD AND BRODHEAD,WORKED ON WASH WATER PUMP GOT MATERIAL FROM MARSHALLS CREEK PLUMBING
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK,CHECKED RESERVOIR LEVELS.

DATE: WEDNESDAY 12/6/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS, WORKED ON WELL 3 HEAT
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK OPENED INTAKE 20 TURNS

DATE: THURSDAY 12/7/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,FLOW TESTED WALMART
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK,CHECKED RESERVOIR LEVELS

DATE: FRIDAY 12/8/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS, CHANGED MOTOR IN HEATER,
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK CHECKED LEVELS AT RESERVOIR,CLEANED SCREENS AT INTAKE REERVOIR

DATE: SATURDAY 12/9/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,PUT SAMPLER OUT FOR DECANT
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK,CHECKED RESERVOIR

DATE: SUNDAY 12/10/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK , CHECKED RESERVOIRS OPENED INTAKE 6 TURNS ,OPENED 9 MORE TURNS,HEAVY RAIN

RECYCLING
CUSTOMER REPORT
03/11 - 03/31/2021

DATE	CUSTOMERS	REFUSALS
12/1/2023	90	1
12/2/2023	112	5
12/4/2023	97	2
12/5/2023	92	0
12/6/2023	91	1
12/7/2023	99	2
12/8/2023	92	1
12/9/2023	117	3
12/11/2023	87	0
12/12/2023	95	1
12/13/2023	94	1
12/14/2023	87	1
TOTAL	1153	18

RECYCLING
CUSTOMER REPORT
03/11 - 03/31/2021

Recycling Man Hour Report
3/11 - 3/24/2021

DATE	Man Hours	Sick	Vacation/Comp
12/1/2023	24.00		
12/2/2023	24.00		
12/4/2023	24.00		
12/5/2023	24.00		
12/6/2023	18.50		
12/7/2023	3.50		
12/8/2023	24.00		
12/9/2023	24.00		
12/11/2023	24.00		
12/12/2023	16.00	8.00	
12/13/2023	24.00		
12/14/2023	16.00		8.00
Total	246.00	8.00	8.00

Recycling

Bi-Weekly Report

Material Marketed

12/4/2023	Mixed Plastic	36,000 est. lbs.
12/5/2023	Cardboard	42,000 est. lbs

WATER DEPARTMENT DAILY REPORT

DATE: MONDAY 12/11/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,PUT NEW HEATER AT WELL 3, CHECKED LEVELS AND READINGS REFILLED DAY TANK,DIRTY WATER HOUSING AUTHORITY FLUSHED LINE
CHECKED RESERVOIR LEVELS,PUT NEW BATTIES IN CAMERAS

DATE: TUESDAY 12/12/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS, REPORTS, T.C. SAMPLES, DEMO. NEW VAC TRUCK
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK,CHECKED RESERVOIR LEVELS.

DATE: WEDNESDAY 12/13/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTSWOODS ROAD TANK NEW MIXER,
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK ,DUG UP ON CRYSTAL ST FIRE HYDRANT, FIXED WASH WATER PUMP PIPING,CHECKED RESERVOIR LEVELS

DATE: THURSDAY 12/14/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,CLEANED UP SOME OF THE TREES AROUND WASH WATER TANK,CHECKED RESERVOIR LEVELS,
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK,

DATE: FRIDAY 12/15/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS, INVENTORY METERS FROM CORE AND MAIN,CHECKED LEVELS ATRESERVOIRS AND CLEANED PIPES AND SPILLWAYS
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK

DATE: SATURDAY 12/16/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK, CHECKED RESERVOIR

DATE: SUNDAY 12/17/23

WATER PLANT, CHECK FLOW READING, CHLORINE READINGS, PH READINGS, CHECK ALL EQUIPMENT, WASH FILTER ADJUST CHEMICAL.CHECK E-MAILS AND VOICE MAILS,REPORTS,WATERLEAK ON PERRY STREET 6" MAIN AND A ¾ CURB STOP. WE REPLACED THE C.S. AND HOOKED UP TO A ¾ STEEL PIPE
WELLS CHECKED LEVELS AND READINGS REFILLED DAY TANK , CHECKED RESERVOIRS

RECYCLING
CUSTOMER REPORT
03/11 - 03/31/2021

DATE	CUSTOMERS	REFUSALS
12/15/2023	83	0
12/16/2023	94	3
12/18/2023	91	0
12/19/2023	90	0
12/20/2023	94	2
12/21/2023	93	2
12/22/2023	97	1
12/26/2023	101	5
12/27/2023	99	2
TOTAL	842	15

RECYCLING
CUSTOMER REPORT
03/11 - 03/31/2021

Recycling Man Hour Report
3/11 - 3/24/2021

DATE	Man Hours	Sick	Vacation/Comp
12/15/2023	24.00		
12/16/2023	24.00		
12/18/2023	24.00		
12/19/2023	24.00		
12/20/2023	24.00		
12/21/2023	16.00		8.00
12/22/2023	10.00		2.00
12/23/2023	0.00		
12/26/2023	16.00		
12/27/2023	16.00		8.00
Total	178.00	0.00	18.00

Recycling

Bi-Weekly Report

Material Marketed

12/18/2023	lite iron	1020 lbs.
12/27/2023	Aluminum cans	2,000 est. lbs

MAINTENANCE DEPARTMENT DAILY REPORT

DATE: 12/25/23 MONDAY

Holiday

DATE: 12/26/23 TUESDAY

Wheel loader cleaned up down at landfill-Picked Christmas Trees-Started to paint Boro Manager's Office-Started To hang drop ceiling in break room-Emptied trash at Dansbury Park-Picked trash on Crystal St, Veterans Memorial & parking lots

DATE: 12/27/23 WEDNESDAY

Painted Boro Manager's Office-Emptied salt out of trucks and washed them-Hung drop ceiling in break room Fixed stop sign-Emptied garbage cans at Zachy's

DATE: 12/28/23 THURSDAY

Finished Boro Manager's office-Power washed wheel loader-Checked town for storm damage-Checked sewer on Breaside Ave-Organized files for vehicle maintenance

DATE: 12/29/23 FRIDAY

Picked Christmas Tree's-Picked trash on Crystal St & Veteran's Memorial-Changed oil in the Ford F-550-Finished Cleaning the wheel loader-Changed oil in the Ford F-250 pickup-Put boulders along side the Annex building to Keep cars from driving through the grass-Fixed a stop sign-Picked garbage up along side holding pond at Miller Park & on the over pass of Prospect St- 5 One Calls

DATE: 12/30/23 SATURDAY

DATE: 12/31/23 SUNDAY

Public Works Weekly Report 12/25/23 thru 12/31/23

↓ Task Description	JW	JD	JM	CO	BH	GS	ES	RP			Total
Park Maintenance	1	1	1				1	1			5
Parking Lot Maintenance/Clean up	2					2					4
Levee Maintenance/Dog Waste											0
Shopping Carts						1					1
Sign Maintenance						1					1
Street/Stop Light Repair							1	1			2
Mowing/Weeding								8			8
Vehicle Repair											0
Shade Tree											0
PA 1 Call		3	3								6
Waste Water Treatment Plant											0
Waste Water Collection System	1	4	4								9
Storm Water Maintenance/Repair	1	4	4			3	3				15
Equipment Repair & Maintenance		2	2		24			3			31
Snow/Salt											0
Street Patching/Maintenance/Painting	3										3
Water Plant											0
Water Distribution System											0
Leaf/Brush Collection/Tree Trimming	1	9	9								19
Pool											0
Parade/Flags/Lights/Wreaths/Events											0
Parking Meters & Parking											0
Street Sweeping & Maintenance											0
Recycling					8						8
Building Maintenance	4	11	11			9	19	19			73
Golf Course											0
Meetings, Paper Work & Training	19										19
Vacation/comp/personal				32		16	8				56
Holiday	8	8	8	8	8	8	8	8			64
Sick / Medical Leave											0
Fire Calls											0
Meter Reading											0
Cumulative Hours→	40	42	42	40	40	40	40	40	0	0	324

SEWER PLANT DAILY REPORT

Standard day: Read gauges (flow, CL₂, digester gas & temp) and record. Inspect digester levels and adjust as needed. Check sodium bisulfite levels and inspect dosing pumps. Check sodium hydroxide levels and inspect dosing pump. Inspect all tanks (skimmers, weirs and flite boards) blowers, and screens. Check pump station (pumps, bar screen, wet well and generator). Influent and Effluent testing (PH, Temp. & DO). Run grit removal. Skim primary and secondary tanks. Skim T.F. and S.B.R. contact tanks. Clear telescopic valves on secondary. Clean strainers. Draw off sludge from primary tank and transfer to anaerobic digester #1. Clean tank. Repeat checking all tanks and systems at the end of the day.

DATE: 12/18 MONDAY flow 1.730 Mgd

3 am high level @ plant (pump fail) 4:45 am PS high level
SD + high flow opening ~~from~~ S.B.R. #2 - ponding @ pump station
S.S.O. @ miller park, BA-off

DATE: 12/19 TUESDAY flow 2.277 Mgd

SD - 6am high level @ plant, 6:45 high level PS, BA-off
Camera storm line on Prospect (restricted with leaves + garbage)

Hawk sample day PS HL alarm 5:30 PM Plant HL alarm 11:50 PM

DATE: 12/20 WEDNESDAY

flow 2.085 Mgd

PS HL alarm 6:20am, SD - Press Aer #2, BA-off
replace air line for pump #2 @ PS, clear mgs + grease @ PS

Eurotin sample day 5:20 PS alarm, 7:00 PM Plant alarm, 10:30 PM PS alarm

DATE: 12/21 THURSDAY

flow 2.041 Mgd

SD - S.B.R. #2 on line, Press Aer #2, CL₂ delivery, BA-off
clean + grease press, remove rags from pump 2 @ PS

Hawk sample day

DATE: 12/22 FRIDAY

flow 1.812 Mgd

SD - BA-off, cleaned air release @ PS

DATE: 12/23 SATURDAY

flow 1.973 Mgd

SD - BA

DATE: 12/24 SUNDAY

flow 1.511 Mgd

SD - BA take S.B.R. #2 off line

SEWER PLANT DAILY REPORT

DATE: 12/25 MONDAY { Flow 1.557 Mgd. }

SD - BA off

DATE: 12/26 TUESDAY {Flow 1.356 Mgd.}

SD - BA off
Clean up from high flow
Hawk Sample Day

DATE: 12/27 WEDNESDAY {Flow 1.462 Mgd.}

SD - BA off
Prepare for high flow
Eurofin Sample Day

DATE: 12/28 THURSDAY {Flow 1.953 Mgd. }

SD - BA off , 2am high level alarm @ plant, Put S.B.R. #2 on line, Remove tree blocking Lincoln Ave.
Check Miller Park (no overflow), Check for blockage on Braside Ave. (just high flow)
Hawk Sample Day

DATE: 12/29 FRIDAY { Flow 2.467 Mgd. }

SD - BA off, 3:45 PM sewer blockage @ 4 S. Kistler St. (Futch Plaza)
Jet from MH# 355@ Penn St. to MH in front of Futch Plaza - cleared grease & rags GB, JD, & JM

DATE: 12/30 SATURDAY { Flow 1.906 Mgd }

SD - GB, 1:30 PM plant alarm PWR out - check generator and call in Est. restore 5:30 PM
6:20 Met-Ed @ recycling need access to pole (cleared pallets and trash blocking pole) 7:30 PWR on
9:00 PM Plant high level alarm - BA reset alarm

DATE: 12/31 SUNDAY { Flow 1.856 Mgd. }

SD - GB

Sewer Department

Reporting Dates:

12/18 to 12/31/23

Man Hour Report:

hours worked	166
hours accrued comp	0
hours used comp	0
hours vacation	36
hours sick	0
hours personal	0
hours holiday	24
hours bereavement	0

Active Major Projects and Estimated Completion Date:

Preparing to start S.B.R. # 2 (waiting for decanter part)
Camera sewer lines and clean / root cut as needed
Having sludge pump for T.F. installed Est. finish 1/05/24

Flow Report:

Total Effluent	25.98 MG
Total Sludge to Landfill	14.24 Tons

Chemical Report:

Chlorine Gas - Used for disinfection	960 lbs.
Sodium Bisulfite - Used for neutralizing chlorine	40 gal.
Polymer - Used for belt press	12 lbs.
Sodium Hydroxide 50% - Used to raise PH	325 gal.

Number of Blockage Complaints 0

Number of Blockages and Locations 0

Areas of Concern (non-personnel)

ROOF LEAKS and concrete deterioration (from roof leakage)

Codes Bi-Weekly Report

1. Codes Violations Report

2. Notice of Violation

- (i) Sent via certified mail (3)
- (ii) Return receipt received (0)
- (iii) Copies (3)
- (iv) Notice of Violation posted to the property (5)
- (v) NOV returned to sender (Not picked up) (0)

3. Citations

- (i) Written (0)
- (ii) Filed (0)
- (iii) Copies (N/A)

4. Tickets Issued (19)

High Grass- (0)

Trash can left curbside too late- (0)

Trash Cans out too early (0)

Solid waste deposited on private property (2)

Vegetation blocking sidewalk (0)

Overflowing Mobile Refuse Cart (15)

Solid waste not using a mobile refuse cart or approved trash bag (0)

Failure to remove snow/ ice from sidewalk (2)

5. Items for Zoning/ Codes Committee Review

N/A

- Thomas is in the process of closing out the remaining failed rental inspections that Stephen was not able to complete before he left. This includes reaching out to the homeowners and scheduling the reinspections. This takes about 3-4 hours daily to try and make contact, send emails etc..
- Thomas has received some parking complaints to which the residents were instructed to dispute the ticket at the magistrate.
- Thomas attended the Hazard Mitigation meeting on 1/8/2024 on the Borough's behalf.