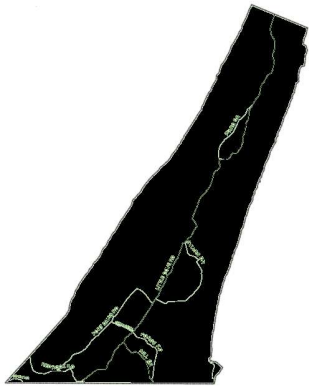

Supervisors:
Harry Keefer
Mike Cook
Chris Metcalfe
Treasurer:
Rachael McCarty
Secretary:
Madalyn Lander

The Warren Township Supervisors met at the scheduled budget meeting at 7:00 P.M. on November 11, 2024, at the Warren Township Municipal Building located at 11637 Little Cove Road, Mercersburg, PA. The Supervisors in attendance included Harry Keefer, Michael Cook, and Chris Metcalfe as well as Secretary Madalyn Lander.

REVIEW OF PREVIOUS EXPENSES AND ANTICIPATED REVENUES: Year to date expenses for 2024, including projections for the rest of the year and a breakdown of each item purchased, and all monies acquired throughout the year were reviewed. Quotes from our insurance company, as well as other relevant quotes for both expenses and revenues for 2024 were reviewed.

2025 GENERAL ACCOUNT BUDGET DISCUSSION: Updated 2024 revenue figures were reviewed reflecting a total of $116,200 in projected revenue. Expenditure figures were updated in the following areas:

- Tax Collection was updated from $1,520 to $1,640 to reflect increase in tax collector's pay due to anticipated property tax amounts.
- Admin expenses were increased from $1,500 to $2,000.
- Building and Grounds – overhead was decreased from $5,550 to $4,500 due to inhouse lawn mowing
- Building and Grounds was increased from $10,000 to $50,000 due to anticipated projects on township property.
- Building and grounds labor wages was removed, as pay is all being tracked in one budget line.
- EMC was decreased from $3,000 to $1,000
- Public Safety was decreased from $250 to 200
- Insurance was increased from $13,100 to $21,300 to reflect anticipate 2025 rates

It was determined that only one project would be paid from the state fund, and all other items would be paid from general account, to simplify record keeping. Therefore, the following general account items were updated:

- General highways – admin was increased to $3,500 as fuel will now be tracked on this line item.
- General Highways – equipment: $5,000
- Winter Maintenance: 16,000
- Repairs of Tools & Machinery: $15,000
- Roadway Maintenance - $1,500
- Aggregate - $12,500
- Tar & Chip: $50,000
- Tree Trimming: $3,600
- Labor Wages: $13,000

The remaining budget items stayed the same.

2024 STATE ACCOUNT BUDGET DISCUSSION: $44,546 is anticipated for state liquid fuels funds for 2024. $50,000 will be allocated to a tar and chip project to be determined. All other line items were moved to the general fund.

PLANS FOR BUDGET ADOPTION: The proposed budget will be developed and displayed at the township building for the public to review. The final budget will be voted on by the supervisors, after any public concerns are addressed, at the upcoming Budget Adaptation Meeting scheduled for December 9, 2024

The meeting adjourned at 8:00 pm.

These meeting minutes were transcribed and respectfully submitted for approval by Warren Township's Secretary, Madalyn Lander, with the use of her meeting minutes and audio recording.

Date of approval: