

EAST PETERSBURG BOROUGH



APPROVED BUDGET

2025 BUDGET SUMMARY

General Fund:

- 2025 Projected Budget: **\$2,525,700.**
- General Tax mill is 4.747, Fire Tax mill is .780
- **TOTAL TAX MILLAGE = 5.527 No Tax increase for 2025**

The General Fund is operating well and the tax base of 5.527 mills should hold steady for the next couple of years.

1. Revenues:

- The General Fund receives most of its funds from Act 511 taxes (Real Estate Transfer, EIT, LST) and Real Estate Taxes. See Figure 1, page 3.

2. Expenditures:

- The General Fund budget expenses for 2025 are up about 4%, (\$99,300) from 2024 budget. See Figure 2, page 4.

- **Administration** \$260,000 = increase of \$16,500

- a. Increase in wages/pension
- b. Medical Insurance
- c. General operating expenses

- **Building Improvements** \$117,000 = increase of \$5,300

- a. Increase in wages/pension

- **Public Safety** \$124,600 = increase of \$500

- a. National Night Out

EAST PETERSBURG BOROUGH

- **Planning/Zoning** **\$168,900 = increase of \$16,100**
 - a. Property Inspections + \$10,000 Current: \$65,000 New: \$75,000
 - b. Zoning officer + \$ 5,000 Current: \$60,000 New: \$65,000
 - c. Advertising/Printing + \$ 100 Current: \$ 1,100 New: \$ 1,200
 - d. Ordinance Codification + \$ 1,000 Current: \$ 5,000 New: \$ 6,000

- **Highways, Roads, Streets** **\$199,000 = increase of \$10,100**
 - a. Storm drains/pipes + \$ 2,000 Current: \$13,000 New: \$15,000
 - b. Misc; wages, material + \$ 3,100
 - c. Sweeper/cleaning + \$ 5,000 Current: \$20,000 New: \$25,000

- **MS4** **\$104,000 = decrease of \$23,800**
 - a. Engineering - \$ 5,000 Current: \$30,000 New: \$25,000
 - b. Misc; material + \$ 6,200 Current: \$ 1,000 New: \$ 7,200
 - c. Wages - \$25,000 employee wages to water dept.

- **Parks/Rec** **\$185,200 = increase of \$5,600**
 - a. Wages + \$ 3,100
 - b. Misc, library,
 Trees/planting + \$ 2,500

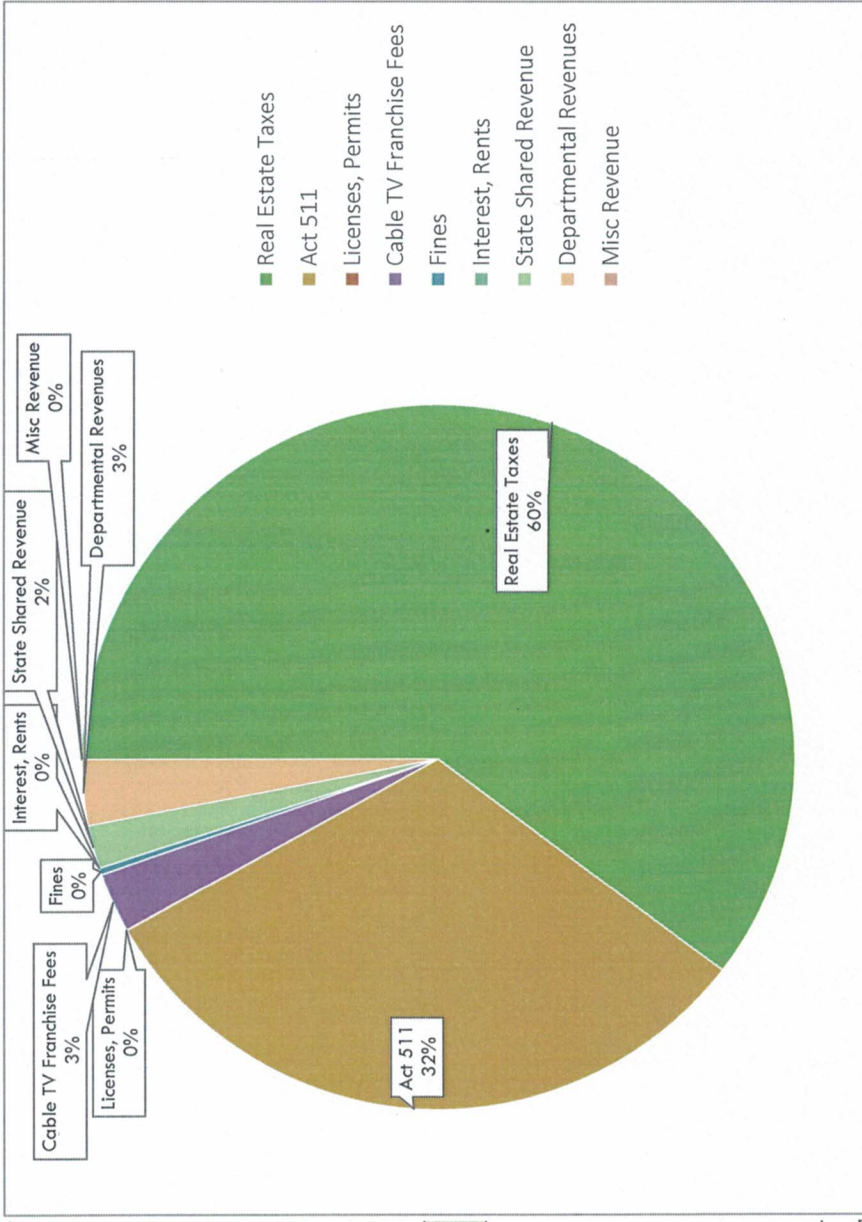
- **Insurances** **\$ 82,600 = increase of \$6,000**
 - a. Vehicle + \$ 3,000 Current: \$22,000 New: \$25,000
 - b. Umbrella + \$ 300 Current: \$ 3,700 New: \$ 4,000
 - c. Inland/Marine + \$ 2,100 Current: \$ 2,900 New: \$ 5,000
 - d. Cyber + \$ 100 Current: \$ 1,200 New: \$ 1,300
 - e. Insurance – Bonding + \$ 500 Current: \$ 2,500 New: \$ 3,000

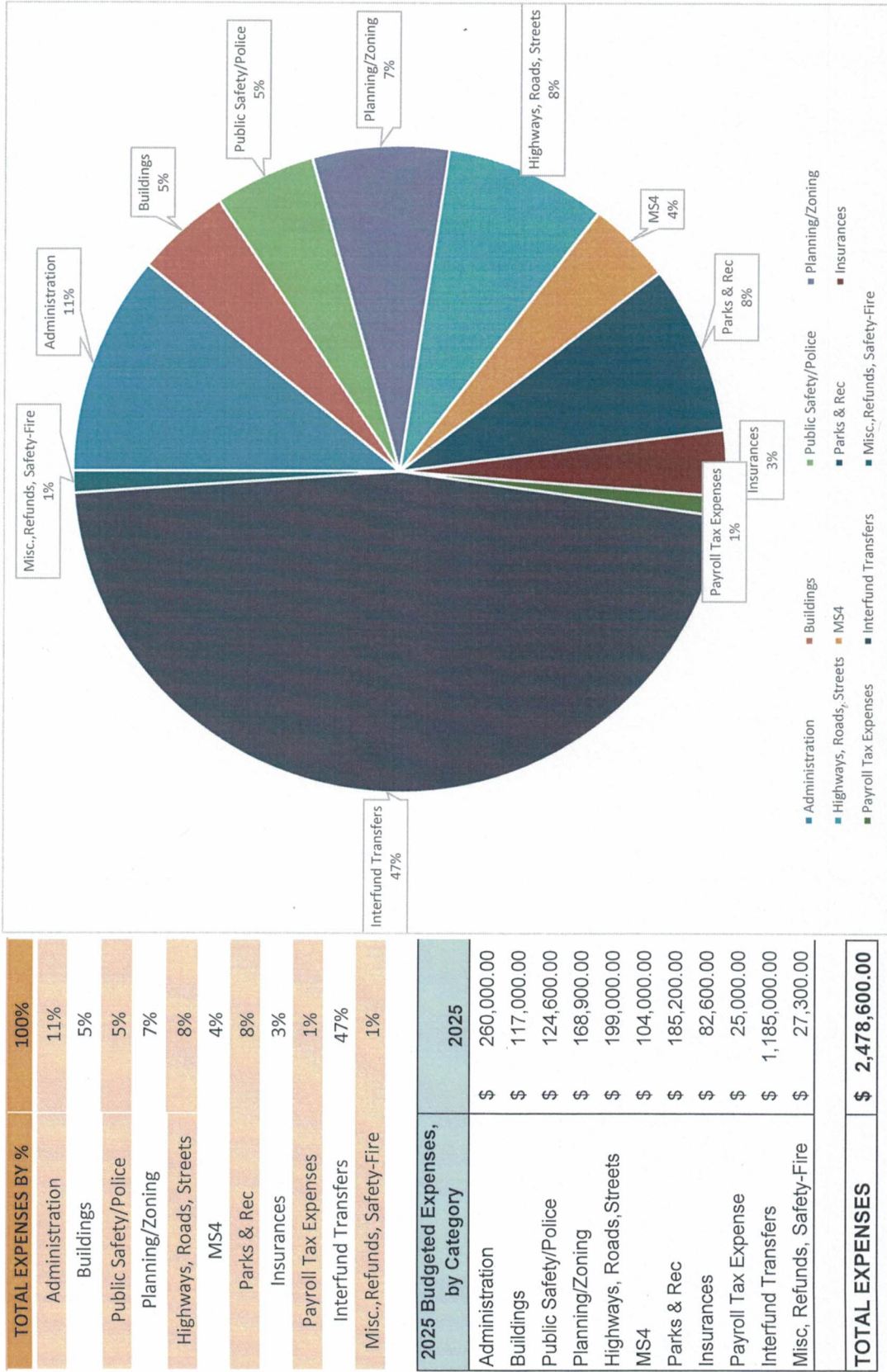
- a. **Interfund Transfers** **\$1,185,000 = increase of \$67,000**
 - a. \$950,000 Public Safety: \$915k Police, \$20k EMC, \$15k Miscellaneous
 - b. \$100,000 Capital Reserve: \$70k comcast franchise, \$30k miscellaneous
 - c. \$ 25,000 Park/Open Fund: park upgrades
 - d. \$ 90,000 Fire Tax Fund: bldg. maintenance, WC
 - e. 0.00 Snow Fund: skipped for 2025. Fund balance \$84,229k
 - f. \$ 15,000 Equipment Reserve
 - g. \$ 5,000 Pool Fund

- b. **Loans:** The borough has no loans/debt.

TOTAL REVENUE BY %		100%
Real Estate Taxes		60%
Act 511		32%
Licenses, Permits		0%
Cable TV Franchise Fees		3%
Fines		0%
Interest, Rents		0%
State Shared Revenue		2%
Departmental Revenues		3%
Misc Revenue		0%

2025 Budgeted Revenues, by Category	2025
Real Estate Taxes	\$ 1,475,000.00
Act 511 Taxes	\$ 825,000.00
Licenses, Permits	\$ 50.00
Cable TV Franchise Fees	\$ 70,000.00
Fines	\$ 8,000.00
Interest, Rents	\$ 10,000.00
State Shared Revenue	\$ 47,500.00
Departmental Earnings	\$ 78,150.00
Misc Revenue	\$ 12,000.00
TOTAL REVENUE	\$ 2,525,700.00





EAST PETERSBURG BOROUGH

WATER OPERATING:

- **Recommend** a 3% Water rate increase for 2025.

Water rate history:	Amount/5,000 gallons/Quarter:	Amount/1,000 gallons:
2018	\$ 64.02	\$5.72
2019	\$ 67.22 (5% + \$3.20)	\$6.01
2020	\$ 70.58 (5% + \$3.36)	\$6.31
2021 and 2022	\$ 72.70 (3% + \$2.12)	\$6.50
2023	\$ 74.88 (3% + \$2.18)	\$6.69
2024	\$ 77.13 (3% + \$2.25)	\$6.90
2025	\$ 79.45 (3% + \$2.32)	\$7.10

The projected revenue from the increase in water rates will help fund: equipment, equipment maintenance, Pine Street water main replacement in (2) phases, replacement of both pumps at City Interconnect, water tanks inspections & maintenance, fencing around both tanks as required by DEP, Engineering fees for water projects, spare pumps, and other stipulations required by DEP to maintain all facilities and water projects not funded by grants.

Large Water Budget Items: A transfer from the Water Operating Fund to the Water Reserve Fund is budgeted for 2025 in the amount of \$185,000, with \$85,000 being Cell Tower Rent. Currently, the water operating fund has a balance of \$289,772 and the water reserve fund has a balance of \$1,944,782: PLGIT = \$1,582,016 EJones = \$309,352 and FB = \$53,414.

The following items are budgeted from **Water Reserve Fund: \$890,000**

1. **Meters: Water meters: Budget \$15K**
2. **Well: Building maintenance/repairs: Budget \$10K.**
3. **Water Main replacement-Pine Street to New Street: Budget \$600K.**
4. **Water tanks maintenance: Budget \$20K.**
 - a. (2) interior water tower inspection reports (\$10k)
 - b. Fencing upgrades at Tank Road per DEP (\$5k)
 - c. General maintenance (\$5k)
5. **Projects: Budget \$60K:**
 - a. City Interconnect: total project cost \$241,390. LC ARPA Grant \$120,695, EPB ARPA \$108,700.04 and from EP Water Reserve (12k)
 - b. Miscellaneous water projects, Well, NP bathroom. (\$48k)

EAST PETERSBURG BOROUGH

6. Equipment/Maintenance/Vehicles: Budget \$100K.

- a. (2) laptops, i-pad (\$4k)
- b. Tools for new employee (\$1k)
- c. (4) turbidity analyzers for plants (\$20k)
- d. Saw & blade (\$2k)
- e. NP: spare cl2 pumps, strainers, rebuild kits (\$20k)
- f. NP: lab & quality control supplies (\$5k)
- g. City Interconnect: internet-cradle point & software (\$1,400)
- h. City Interconnect: CL2 drum(s) containment (\$3k)
- i. Well: annual plant meter calibrations (\$2k)
- j. Well: mini split for heat/ ac (\$9k)
- k. Well: secure manhole lid/hatch (10k)
- l. Spring: internet-cradle point & software (\$1,400)
- m. Spring: programming, parts (\$5k)
- n. Spring: mini split for heat/ ac (\$9k)
- o. Spring: backflow device calibration (\$500)
- p. Spring: fencing repair per DEP (\$5k)
- q. Misc: (\$1,700)

7. Miscellaneous: Budget \$85K.

- a. Engineering fees for Pine Street project (\$65k)
- b. Miscellaneous: (\$20k)

EAST PETERSBURG BOROUGH

TRASH:

- The term of our contract is for a period of three (3) years effective 1/1/2023 and ending 12/31/2025. We are in the last year with Good’s Disposal and will need to go out for bid next year! The Trash fund does NOT reflect the need for an increase. The trash fund will show an Interfund Transfer from Capital Reserves \$100,000.
- a. Current resident rate for 2024 is \$73.00 qtr./\$292 yearly
- b. **The projected resident rate for 2025 will remain the same as 2024**

Trash rate history:	Amount per Qtr.	Amount Annual
2012 - 2016	\$47.50	\$190
2017 - 2019	\$49.50	\$198
2020 - 2021	\$59.50	\$238
2022	\$64.50	\$258
2023	\$69.50	\$278
2024 - 2025	\$73.00	\$292

MISCELLEANOUS FUNDS:

ARPA: Budget \$108,700

- Water project: City Interconnect-total project cost \$241,390. \$120,695 from LC ARPA, \$108,700 from EPB ARPA and \$11,995 from water reserves

CAPITAL RESERVE: Budget \$874,300

- Office Equipment/cell phone \$15,000
 - a. Copier - managers office (\$10k)
 - b. Misc office equipment (\$5k)
- Building Repair/Improvements \$20,000
 - a. Park: metal shed (\$3k)
 - b. Misc (\$17k)
- Streets/Curbs/Sidewalks \$5,000
- Equipment/Vehicles/Maintenance \$23,000
 - a. Backhoe rear tires (\$2k)
 - b. Kubota Zero turn (2) tires (\$1k)
 - c. Misc. (\$20k)

EAST PETERSBURG BOROUGH

- Engineering/Legal/ Advertising Fees for Special Projects \$30,000
 - a. PW Maintenance Shop-Design/ Engineering (\$30k)
- Basins \$10,000
- MS4 Repairs/Maintenance to Storm Pipes \$30,000
 - a. Storm basin & end wall clean out – Air Vac (\$15k)
 - b. Miscellaneous (\$15k)
- Transfer to Trash \$100,000
- Grant Funding for Special Projects \$235,000
 - a. DCNR-Park Upgrades (\$601k). Received Grant \$250k. EPB \$351k-Capital Reserves (\$231k) and P/O (\$120k)
- Special Projects/Repairs \$396,300
 - a. Speed limit sign project (\$8,3k)
 - b. Park/playground Mulch project (\$16k)
 - c. State Street cure in place Pipelining project (\$250k)
 - d. Constitution Square-Basketball court project (\$82k)
 - e. Miscellaneous (\$40k)
- Miscellaneous \$10,000

EQUIPMENT RESERVE: Budget \$21,300

- Other Equipment Purchase \$8,300
 - a. 28" Chainsaw (\$2k)
 - b. Safety equipment: confined space rescue system (\$5,300)
 - c. Tree work supplies: (3) helmets & (3) chainsaw apron style chaps (\$1k)
- Mowers \$10,000
- Miscellaneous \$3,000

EAST PETERSBURG BOROUGH

FIRE FUND: Budget \$328,200

- Building Maintenance \$300,000
- Workers Comp \$27,000
- Misc Expense/fees \$1,200

LIGUID FUELS: Budget \$69,100

- Road improvements \$65,000
 - a. Current road assessments indicate minimal road maintenance in 2025. Lemon Street Ultra-Thin. (\$65k)
- Maintenance: 2023 Dump Truck (\$1k)
- Gas: 2023 dump truck (\$3k)
- Miscellaneous (\$100)

PARK and OPEN SPACE: Budget \$156,500

- Park upgrades: Tennis/basketball courts maintenance (\$25k)
- Playground equipment (\$10k)
- Materials/supplies (\$1k)
- DCNR Park Grant (\$120k)
 - a. Upgrades (\$601k). Received Grant \$250k. EPB \$351k-Capital Reserves \$231k and P/O \$120k
- Miscellaneous (\$500)

PUBLIC SAFTEY: Budget \$938,000

- Police service (\$915k) (2025: 7% increase: 2024 was 6% increase)
- Emergency Mgmt. Coordinator (\$20k)
- Miscellaneous/General: EMA Radio (\$3,000)

EAST PETERSBURG BOROUGH

SNOW MAINTENANCE: Budget \$31,300

- Contracted services – snow removal (\$10k)
- Salt (\$15k)
- Snow removal-lots, sidewalks (\$4k)
- Repairs/Maintenance to Plows (\$2k)
- Miscellaneous (\$300)

*Transfer from General of \$25K is not budgeted for 2025 because of a surplus of funds.

SWIMMING POOL: Budget \$20,000

- Equipment (\$20k)

EAST PETERSBURG BOROUGH

EMPLOYEE HEALTH BENEFITS:

Current: Monthly \$721.58 Annual: \$66,752.40

Renewal effective 12/01/2024: Annual: \$67,048.20 (Annual change: \$295.80)

EE only = 6 Employee + Spouse = 2 Total Enrolled = 8
 Opt Out Program = 3

For Employee Only Coverage = East Petersburg Borough Pays 100% of the annual premium.
 For Dependent Coverage = East Petersburg Borough pays 75% of the annual premium.

Renewal Healthcare Premium:

Coverage	Employee Only	Employee & Child/Children	Employee & Spouse	Family
QHDHP PPO 3500/0/0 with 35K SL	\$687.84	\$1,390.08	\$1,460.31	\$1,908.46
Dental PPO Plus 1500	\$32.50	\$94.35	\$94.35	\$94.35
Vision 12/10	\$4.24	\$11.83	\$11.83	\$11.83
TOTAL	\$724.58	\$1,496.26	\$1,566.49	\$2,014.64

	<u>Monthly</u>	<u>Yearly</u>	<u>EPB Contribution</u>	<u>Employee Contribution</u>
Employee only	\$724.58	\$8,694.96	\$8,694.96	\$0.00
Employee & Child/Children	\$1,496.26	\$17,955.12	\$13,466.34	\$4,488.78 (\$172.65) *
Employee & Spouse	\$1,566.49	\$18,797.88	\$14,098.41	\$4,699.47 (\$180.75) *
Family	\$2,014.64	\$24,175.68	\$18,131.76	\$6,043.92 (\$232.46) *

*Represents the amount an employee pays per pay period.

2025: For Employee only coverage \$10,694.96/year per Employee. For Dependent Coverage \$16,098.41/year per Employee. Employee Opt Out Program: \$7,000/year

WAGES & PENSION:

- Payroll: Projected Total Base Wages: \$670,398 (2024: \$641,500).
- Pension: Projected State Aid for 2025: \$51,000 (2024 wages).

EPB 2024 STATE AID WAS RECEIVED 09/25/2024 FOR \$41,023.00 (2023 wages)

Respectfully submitted by: Karen St. Clair, Borough Manager/Secretary

EAST PETERSBURG BOROUGH
2025 BUDGET

GENERAL FUND			
Revenues			
Real Estate Tax		\$ 1,475,000.00	
Act 511 Taxes		\$ 825,000.00	
Licenses, Permits		\$ 50.00	
Cable TV Franchise		\$ 70,000.00	
Fines		\$ 8,000.00	
Interest, Rents		\$ 10,000.00	
State Shared Revenue		\$ 47,500.00	
Departmental Earnings		\$ 78,150.00	
Misc Revenue		\$ 12,000.00	
TOTAL REVENUES:			\$ 2,525,700.00
Expenses			
Administration		\$ 260,000.00	
Buildings		\$ 117,000.00	
Public Safety		\$ 124,600.00	
Planning/Zoning		\$ 168,900.00	
Highways, Roads, Streets		\$ 199,000.00	
MS4		\$ 104,000.00	
Parks & Recreation		\$ 185,200.00	
Insurances		\$ 82,600.00	
Payroll Tax Expense		\$ 25,000.00	
Interfund Transfers		\$ 1,185,000.00	
Miscellaneous-refunds, safety-fire		\$ 27,300.00	
TOTAL EXPENSES:			\$ 2,478,600.00
TOTAL FUNDS AVAILABLE:			\$ 47,100.00

EAST PETERSBURG BOROUGH
2025 BUDGET

WATER FUND			
Revenues			
Metered Sales		\$ 954,000.00	
Penalties		\$ 5,000.00	
Meters purchased: Residential & Commercial		\$ 500.00	
Reconnect fees		\$ 1,500.00	
Fire Hydrants		\$ 650.00	
Certifications fees		\$ 1,200.00	
Act 205 Allocation-Pension (State Shared)		\$ 29,000.00	
Rental Income		\$ 85,000.00	
Sprinklers		\$ 2,600.00	
Misc: LASA meter readings, PA One calls		\$ 6,350.00	
TOTAL REVENUES:			\$ 1,085,800.00
Expenses			
Insurance: Vehicle, property, liability, wc		\$ 29,100.00	
Vehicle Expenses: gas & maintenance		\$ 23,800.00	
Employee Insurance		\$ 64,000.00	
Operating Costs		\$ 249,100.00	
Payroll Expenses		\$ 433,200.00	
Water & Sewer		\$ 60,700.00	
Interfund Transfers		\$ 195,000.00	
TOTAL EXPENSES:			\$ 1,054,900.00
TOTAL FUNDS AVAILABLE:			\$ 30,900.00

**EAST PETERSBURG BOROUGH
2025 BUDGET**

TRASH FUND			
Revenues			
Trash Collection		\$ 537,000.00	
Penalties		\$ 6,000.00	
Trash Tags		\$ 1,500.00	
Sale of Recycling bins		\$ 1,040.00	
Grass tags		\$ 500.00	
Oversize Trash Tags		\$ 3,000.00	
Large Appliance Tags		\$ 380.00	
Leaf bags		\$ 2,860.00	
Rebate from LCSWMA		\$ 15,000.00	
Certification fees		\$ 1,200.00	
Grants		\$ 4,000.00	
Interest Earnings		\$ 3,020.00	
Act 205 Allocation-Pension (State Shared)		\$ 500.00	
Interfund Transfer		\$ 100,000.00	
Misc: Tire tags		\$ 15.00	
TOTAL REVENUES:			\$ 676,015.00
Expenses			
Employee Insurance		\$ 1,400.00	
Operating Costs		\$ 628,000.00	
Payroll Expenses		\$ 9,110.00	
Interfund Transfers		\$ 15,000.00	
TOTAL EXPENSES:			\$ 653,510.00
TOTAL FUNDS AVAILABLE:			\$ 22,505.00

EAST PETERSBURG BOROUGH
2025 BUDGET

PUBLIC SAFETY FUND			
Revenues			
Interfund Transfer: police, emc, misc		\$ 950,000.00	
TOTAL REVENUES:			\$ 950,000.00
Expenses			
Public Safety-Police		\$ 918,000.00	
Emergency Management Coordinator		\$ 20,000.00	
General		\$ 3,000.00	
TOTAL EXPENSES:			\$ 941,000.00
TOTAL FUNDS AVAILABLE:			\$ 9,000.00