

Jim Thorpe Borough Council Meeting
Budget – End of Year – Other Business
December 29, 2016
MINUTES

Meeting called to order at 6:30 pm by President Gregory Strubinger in the Borough office Conference room, 101 East Tenth St, Jim Thorpe, Pa. with the pledge of allegiance and moment of silence for the men and women serving our country.

Roll Call of Members & Officials

Joanne Klitsch	Kyle Sheckler	Gregory Strubinger
Curtis Jackson	Jay Miller	John McGuire
Thomas Highland	Mayor Michael Sofranko	Solicitor James Nanovic
PSM Vince Yaich	Borough Manager Maureen Sterner	Boro. Secy. McClafferty

Mayor's Report

Mayor Sofranko informed everyone that the borough received a check from Andy Mueller from Northern Blue Mountain Railroad amount of \$750.00, this will be used for lettering the new police vehicle.

Public Comment

No one present.

Action

MOTION: Jay Miller second Kyle Sheckler to approve the expenditures from all Funds for December 2016.

YES 7 NO 0

Adoption of the Budget for the year 2017.

Announce there will be NO tax increase for 2017.

Taxes are as follows:

-Real Estate	One Mill is \$ \$ 86,734.00
-Fire Tax	.5 mill is \$ 43,367.00
-Occupational Tax	.0055 mills
-Per Capita Tax	\$ 5.00
-LST tax	\$ 52.00
-Earned Income Tax	1% (1/2 shared with the School District)
-Realty Transfer Tax	1%

General Funds Operating Budget for 2017: \$ 2,647,769.00

Jim Thorpe Borough Council Meeting
Budget – End of Year – Other Business
December 29, 2016
MINUTES

MOTION: Curtis Jackson second Joanne Klitsch to adopt the General Funds Operating Budget for 2017.

YES 7 NO 0

MOTION: Curtis Jackson second Kyle Sheckler to adopt the Tax Levy Ordinance 2016-07.

YES 7 NO 0

There will be a ten (10%) increase in Sewer rates for 2017, for the upgrades at the Sewer Plant.

Sewer Operating Budget for 2017: \$ 6,996,735.00

Mr. Jackson asked if this includes the construction amount.

Borough Manager Sterner said yes.

MOTION: Joanne Klitsch second Thomas Highland to adopt the Sewer Operating Budget for 2017.

YES 7 NO 0

MOTION: John McGuire second Kyle Sheckler to adopt the ten percent (10%) increase in sewer rates for 2017.

YES 7 NO 0

There are no proposed increases for the remaining 2017 budgets.

Remaining 2017 budgets are as follows:

General Fund Capital Reserve Budget	\$ 81,784.00
Liquid Fuels Operating budget	\$ 254,866.00
Memorial Hall Fund Operating budget	\$ 44,075.00
Sanitation Operating Budget	\$ 830,233.00
Sanitation Capital Reserve Budget	\$ 863,133.00
Sewer Capital Reserve Budget	\$ 452,487.00
Water Operating Budget	\$ 1,367,169.00
Water Capital Reserve Budget	\$ 301,690.00

Jim Thorpe Borough Council Meeting
Budget – End of Year – Other Business
December 29, 2016
MINUTES

MOTION: Jay Miller second Thomas Highland to adopt the remaining 2017 budgets as presented.

YES 7 NO 0

MOTION: Curtis Jackson second Kyle Sheckler to adopt Resolution 2016-18 Police Pension eliminating members Contribution for 2017.

YES 7 NO 0

MOTION: Joanne Klitsch second Curtis Jackson to adopt Resolution 2016-19 Non-Uniform Pension Contributions for 2017 through 2020

2017 - \$2.80

2018 - \$2.90

2019 - \$3.00

2020 - \$3.10

YES 7 NO 0

MOTION: Kyle Sheckler second John McGuire to adopt Resolution 2016-20 Borough Fee Schedule 2017 adding stormwater fees Residential \$95.00 per hour with minimum of \$190.00 and Commercial \$125.00 per hour with minimum of \$375.00

YES 7 NO 0

MOTION: Joanne Klitsch second Thomas Highland to approve the 2017 Manager Agreement, Maureen Sterner salary of \$78,000.00

YES 7 NO 0

MOTION: Jay Miller second Joanne Klitsch to approve the 2017 Public Services Manager Agreement, Vincent Yaich salary of \$70,720.00

YES 7 NO 0

MOTION: John McGuire second Joanne Klitsch to approve the 2017 Engineering Services as per the proposal.

YES 7 NO 0

MOTION: Joanne Klitsch second Jay Miller to approve the 2017 Solicitor Services, 3% increase salary \$12,731.00, plus \$125.00 per hour non-retainer items,

YES 7 NO 0

Jim Thorpe Borough Council Meeting
Budget – End of Year – Other Business
December 29, 2016
MINUTES

MOTION: John McGuire second Jay Miller to approve the 2017 Sewage Enforcement Officer Service with Brior Environmental Services per the proposal.

YES 7 NO 0

MOTION: John McGuire second Jay Miller to approve the 2017 Alternate Sewage Enforcement Officer Services with Brior Environmental Services per the proposal.

YES 7 NO 0

MOTION: Jay Miller second Curtis Jackson to approve the 2017 Zoning, Property Maintenance and Building Codes Official Services with Barry Isett & Associates.

YES 7 NO 0

Borough Manager Sterner said the Police Contract and Memorial Hall Contract will be discussed in executive session and no action will be required.

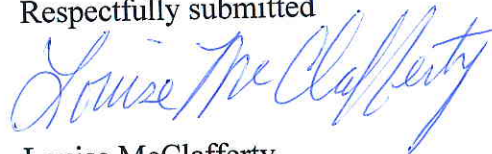
Executive Session

MOTION: Curtis Jackson second John McGuire to go into executive session to discuss personnel.

YES 7 NO 0

Adjourned at 6:50 pm

Respectfully submitted



Louise McClafferty
Borough Secretary

Jim Thorpe Borough
General Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		187,000.00
D & L Trail Grant		180,748.00
Memorial Hall Stormwater Funds January 1, 2017		177,000.00
	2,103,021.00	<u>2,103,021.00</u>
Available Cash		2,647,769.00
Expenses	2,488,777.00	<u>2,488,777.00</u>
Cash Balance December 31, 2017		158,992.00
Reserved Funds December 31, 2017		<u>158,992.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016

1:24 PM
12/12/16
Accrual Basis

Borough of Jim Thorpe-General Fund Profit & Loss Budget Overview January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
301.000 · Real Property Taxes	
301.100 · Real Estate Taxes - Current	858,664.00
301.300 · Real Estate Taxes - Delinquent	85,000.00
Total 301.000 · Real Property Taxes	943,664.00
305.000 · Occupation Taxes	
305.030 · Occupation Taxes - Delinquent	10,000.00
305.100 · Occupation Taxes - Current	45,000.00
305.300 · Delinq 5% Occup Tax	0.00
Total 305.000 · Occupation Taxes	55,000.00
310.000 · Local Tax Enabling Tax	
310.010 · Current Year Per Capita Revenue	9,600.00
310.030 · Delinquent Per Capita Taxes	1,430.00
310.100 · Realty Transfer Tax	45,900.00
310.210 · Earned Income Tax	438,283.00
310.500 · OPT/EMST/LST	61,219.00
310.600 · Amusement Tax	23,765.00
310.700 · Mechanical Device Tax	250.00
Total 310.000 · Local Tax Enabling Tax	580,447.00
321.000 · Business Licenses and Permits	
321.200 · Health Licenses/Permits	900.00
321.340 · Beverage Permits	0.00
321.600 · Professional & Occupational	400.00
321.610 · Vendors Permits	5,850.00
321.800 · Cable Television Franchise	74,000.00
Total 321.000 · Business Licenses and Permits	81,150.00
322.000 · Non-Business Licenses & Permits	
322.800 · St/Sidewalk/Moving Permits	850.00
322.900 · On Lot Sewage/Well Permits	2,400.00
Total 322.000 · Non-Business Licenses & Permits	3,250.00
331.000 · Fines	
331.110 · Vehicle Code Violation	17,000.00
331.121 · Violation of Ordinances	10,500.00
331.130 · State Police Fines	0.00
Total 331.000 · Fines	27,500.00
332.000 · Forfeits	
332.100 · Forfeits	0.00
Total 332.000 · Forfeits	0.00
341.000 · GF Interest Income	
341.010 · Interest on Checking	1,000.00
Total 341.000 · GF Interest Income	1,000.00
342.000 · Rents & Royalties	
342.200 · Memorial Hall Rent	45,900.00
Total 342.000 · Rents & Royalties	45,900.00
351.000 · Federal Capital & Operat Grants	
351.120 · NonUni/Police Pension State Aid	115,406.00
Total 351.000 · Federal Capital & Operat Grants	115,406.00
352.000 · Federal Shared Rev & Entitlemen	
352.102 · Firemans Relief	26,000.00
Total 352.000 · Federal Shared Rev & Entitlemen	26,000.00
354.000 · State Capital & Operating Grant	
354 · Conservation Grant	0.00
354.011 · State Grant	0.00
Total 354.000 · State Capital & Operating Grant	0.00

1:24 PM

12/12/16

Accrual Basis

Borough of Jim Thorpe-General Fund

Profit & Loss Budget Overview

January through December 2017

	Jan - Dec 17
355.000 · State Shared Rev & Entitlements	
355.010 · Public Utility Real Tax (PURTA)	1,600.00
355.040 · Alcoholic Beverages Licenses	4,100.00
355.200 · State Police Revenues	2,000.00
Total 355.000 · State Shared Rev & Entitlements	7,700.00
357.000 · Local Govt Capl & Operat Grant	
357.010 · Carbon County Hotel Tax	4,000.00
357.100 · General Government	0.00
Total 357.000 · Local Govt Capl & Operat Grant	4,000.00
359.000 · Local Govt Auth & in Lieu/Taxes	
359.100 · Local - In Lieu of Taxes	244.00
Total 359.000 · Local Govt Auth & in Lieu/Taxes	244.00
361.000 · Charges for Services	
361.320 · Engineering Fees	0.00
361.330 · Zoning Permits	7,625.00
361.340 · Hearing Fees	5,000.00
361.500 · Copies	15.00
361.501 · Handicap Signs	0.00
Total 361.000 · Charges for Services	12,640.00
362.000 · Public Safety	
362.100 · Police Services	20,000.00
362.101 · Drug Task Force	0.00
362.102 · DARE Program	0.00
362.103 · Police Reports	1,200.00
362.104 · Civil Service Fees	0.00
362.150 · Safety Training/Classes	100.00
362.211 · Parking Meter Collection	95,000.00
362.410 · Building Permits	19,000.00
Total 362.000 · Public Safety	135,300.00
363.000 · Highways and Streets	
363.100 · Public Works Services	350.00
363.210 · Parking Meter/Fines	22,000.00
363.212 · Meter Bag Rental	125.00
363.220 · Parking Lot Rent	12,240.00
363.320 · Engineering Fees	0.00
Total 363.000 · Highways and Streets	34,715.00
365.000 · Health	
365.001 · Health Inspection	900.00
Total 365.000 · Health	900.00
367.000 · Culture-Recreation	
367.140 · Pavilion Rental	5,400.00
367.200 · Summer Program	12,000.00
367.201 · JTPD Fishing Contest Donations	0.00
Total 367.000 · Culture-Recreation	17,400.00
372.000 · Electric System	
372.001 · Public Utility Tax	0.00
372.002 · 6 Mil St. Light Tax	0.00
Total 372.000 · Electric System	0.00
380.000 · Miscellaneous	
380.100 · Judgements Received	0.00
380.102 · Blue Cross/Blue Shield	0.00
380.103 · Trust Funds	0.00
380.104 · Refunds	0.00
380.106 · Summer Program Refunds	0.00
380.107 · Employee Pension Reimbursement	0.00
380.108 · Employee Union Dues Reimburseme	0.00
Total 380.000 · Miscellaneous	0.00

1:24 PM
12/12/16
Accrual Basis

Borough of Jim Thorpe-General Fund Profit & Loss Budget Overview January through December 2017

	Jan - Dec 17
387.000 • Contr & Donations Private Sourc	
387.100 • Donations Received	250.00
387.200 • Mary Packer Cummings Trust	1,215.00
387.300 • Packer General Trust	9,340.00
Total 387.000 • Contr & Donations Private Sourc	10,805.00
389.000 • Insurance Proceeds	
389.100 • Insurance Proceeds	0.00
389.200 • Premium Refunds	0.00
Total 389.000 • Insurance Proceeds	0.00
391.000 • Proceed General Fixed Asset Dis	
391.100 • Proceeds from sale of assets	0.00
Total 391.000 • Proceed General Fixed Asset Dis	0.00
392.000 • Transfer from Other Funds	
392.027 • Sanitation Fund	0.00
392.103 • Transfers from Fire Dept Trust	0.00
Total 392.000 • Transfer from Other Funds	0.00
393.000 • Proceeds of GLT Debt	
393.300 • Inception of Lease - Purchase	0.00
Total 393.000 • Proceeds of GLT Debt	0.00
Total Income	2,103,021.00
Cost of Goods Sold	
50000 • Cost of Goods Sold	0.00
Total COGS	0.00
Gross Profit	2,103,021.00
Expense	
400.000 • General Govt Legislative	
400.110 • Councilman Salary	9,960.00
400.111 • Mayor's Salary	1,980.00
400.115 • Tax Assessor Salary	0.00
400.116 • Borough Manager Salary	14,625.00
400.126 • Office Equipment	15,000.00
400.139 • IT Support/Contract	5,000.00
400.156 • Blue Cross/Blue Shield	7,716.00
400.157 • Healthcare Fees (ACA)	500.00
400.160 • Pension Fund	3,276.00
400.161 • Social Security/Medicare	4,501.00
400.216 • Other Supplies	1,250.00
400.270 • Computer Hardware/Software	2,000.00
400.311 • Auditor	4,500.00
400.313 • General Engineering	5,000.00
400.314 • Legal Services	5,000.00
400.321 • Telephone	3,600.00
400.331 • Travel Expenses	350.00
400.350 • Insurance	11,417.00
400.374 • Equipment Repair	2,500.00
400.453 • Web Design/Maintenance	500.00
Total 400.000 • General Govt Legislative	98,675.00
402.000 • Auditing Serv/Financial Admin	
402.120 • Treasurers Salary	6,419.00
Total 402.000 • Auditing Serv/Financial Admin	6,419.00
403.000 • Tax Collection	
403.114 • Tax Collect-Salary	12,800.00
403.117 • Payroll Computed	750.00
403.200 • Tax Collect-Expense	3,200.00
403.430 • Act 511 Taxes Expense	0.00
Total 403.000 • Tax Collection	16,750.00

1:24 PM
12/12/16
Accrual Basis

Borough of Jim Thorpe-General Fund Profit & Loss Budget Overview January through December 2017

	Jan - Dec 17
404.000 · Solicitor/Legal Services	
404.130 · Solicitor's Salary	3,500.00
404.161 · Soc Sec/Medicare	268.00
Total 404.000 · Solicitor/Legal Services	3,768.00
405.000 · Secretary/Clerk Treasurer	
405.131 · Secretary's Salary	7,624.00
405.132 · Summer Program wages	0.00
405.158 · Life Insurance	288.00
405.210 · Office Supplies	4,000.00
405.211 · I/T Support/Contract	1,200.00
405.215 · Assn Dues/Subscriptions	2,500.00
405.340 · Advertising	2,700.00
Total 405.000 · Secretary/Clerk Treasurer	18,312.00
409.000 · BUILDING EXPENSES	
409.106 · Wages-Building	9,785.00
409.160 · Pension Fund	0.00
409.161 · Soc Sec/Medicare	727.00
409.210 · Well/plumbing Permits	0.00
409.300 · Legal Fees	1,000.00
409.301 · Engineer	1,750.00
409.302 · Architect/Planning Fees	0.00
409.310 · Maintenance Contracts	2,100.00
409.350 · Insurance	10,000.00
409.361 · Electric Boro Buildings	9,500.00
409.362 · Fuel Oil Boro Buildings	8,000.00
409.363 · Gas Heating Expense	8,581.00
409.373 · Maint/Repairs/Supplies	34,672.00
409.374 · Boiler Maintenance/Inspections	125.00
409.400 · Liens & Filing Fees	0.00
409.460 · Classes/Training	0.00
409.480 · Miscellaneous Exp	1,000.00
409.500 · Comp Plan - Planning Commission	2,500.00
409.700 · Capital Construction	0.00
409.701 · PARK Upgrades/MCT Loan	0.00
409.720 · Capital Improvements	17,500.00
Total 409.000 · BUILDING EXPENSES	107,240.00
410.000 · Police Department Expenses	
410.126 · Police Chief Wages	73,903.00
410.127 · Police FT Wages	321,419.00
410.128 · Police Court Time Wages	4,165.00
410.129 · Police Holiday Wages	25,000.00
410.130 · Police OT Wages	25,000.00
410.131 · Police Services Wages	11,000.00
410.132 · Police PT Wages	25,000.00
410.133 · Meter Person Wages	27,040.00
410.139 · I/T Support	4,000.00
410.156 · Blue Cross/Blue Shield	94,048.00
410.157 · Health Insur Deductible Reimb	2,100.00
410.158 · Life Insurance	3,865.00
410.160 · Min Mun Obligation	139,875.00
410.161 · Soc Sec/Medicare	39,209.00
410.162 · Pension Expense	5,800.00
410.198 · Meal Reimbursement	400.00
410.213 · Equipment	16,755.00
410.214 · Computer Software	2,250.00
410.215 · Memberships/Subscriptions	2,302.00
410.231 · Gas/Oil	10,500.00
410.238 · Uniforms/VESTS	6,000.00
410.239 · Uniform Patches	200.00
410.241 · Supplies	5,500.00
410.242 · Target/Ammo	2,800.00
410.250 · Maint/Repairs/Tires	10,000.00
410.251 · Equipment decontamination	1,000.00
410.301 · K-9 Expenses	633.00
410.310 · Professional Services	0.00
410.316 · Carbon County K-9 Patrol	0.00

1:24 PM
12/12/16
Accrual Basis

Borough of Jim Thorpe-General Fund
Profit & Loss Budget Overview
January through December 2017

	Jan - Dec 17
410.317 • Civil Service	1,000.00
410.318 • 911 Services	5,500.00
410.319 • Education Material	0.00
410.320 • Drug Testing Expense	2,100.00
410.321 • Telephone	7,000.00
410.322 • Cable TV	0.00
410.325 • Postage	675.00
410.331 • Mileage/Gas/Parking	175.00
410.340 • Advertising	800.00
410.352 • Insurance/Work Comp	46,035.00
410.354 • Worker's Comp	0.00
410.361 • Traffic Light Maintenance	6,320.00
410.374 • Radio Repairs	650.00
410.375 • Meter Repairs & Supplies	1,500.00
410.453 • Web Design/Maintenance	400.00
410.460 • Police Training	3,500.00
410.480 • Miscellaneous Expenses	500.00
410.740 • Police Vehicle (Capital Asset)	0.00
Total 410.000 • Police Department Expenses	935,919.00
411.000 • Fire	
411.130 • Wages-Emergency Services	3,930.00
411.131 • Wages - E.S. Coordinator	0.00
411.192 • 911 Services	5,500.00
411.215 • Supplies & Misc	3,500.00
411.231 • Gas/Oil - Ambulance	2,000.00
411.232 • Gas/Oil - Fire	3,125.00
411.375 • Vehicle Refurb	0.00
411.520 • Volunteer Awareness	0.00
411.521 • Fireman Relief/Trust	26,000.00
411.740 • Tools & Appliances	6,505.00
Total 411.000 • Fire	50,560.00
414.000 • Planning & Zoning	
414.130 • Zoning Off. Salary	0.00
414.131 • Zoning & Code Enforcement	39,700.00
414.133 • Health Off. Salary	1,200.00
414.300 • On Lot Inspections	4,500.00
414.313 • Plan & Zon Engineering	1,500.00
414.316 • Zoning Hearing Expenses	5,300.00
414.317 • UCC Building Enforcement	18,000.00
414.318 • Health Off. Inspections	300.00
414.341 • Advertising	2,000.00
414.352 • Insurance	0.00
414.900 • Refunds	0.00
Total 414.000 • Planning & Zoning	72,500.00
415.000 • Emergency Services Expense	
415.161 • Soc Sec/Medicare	0.00
415.321 • Phone/Alarm	2,700.00
415.350 • Insurance-Vehicle	10,000.00
415.351 • Insurance-Workers Comp	14,616.00
415.374 • Vehicle Maintenance	8,500.00
415.740 • Communication Fire Equip Resv	0.00
415.741 • Fire Equipment Reserve	0.00
415.742 • Major Equipment/Radio Upgrades	2,000.00
Total 415.000 • Emergency Services Expense	37,816.00

1:24 PM

12/12/16

Accrual Basis

Borough of Jim Thorpe-General Fund
Profit & Loss Budget Overview
 January through December 2017

	Jan - Dec 17
430.000 · Public Service Expense	
430.130 · Wages-Public Service	127,951.00
430.131 · Wages-Supervisor/PS	53,570.00
430.132 · O/T Wages	12,500.00
430.156 · Blue Cross/Blue Shield	68,197.00
430.158 · Life Insurance	1,894.00
430.160 · Pension Fund	15,530.00
430.161 · Soc Sec/Medicare	15,206.00
430.200 · Signs	6,000.00
430.202 · Auto Dialer	750.00
430.210 · Office Supplies	250.00
430.231 · Gas/Oil/Tires	10,000.00
430.238 · Uniforms	800.00
430.245 · Supplies	11,800.00
430.260 · Office Equipment	4,000.00
430.313 · Highways Engineer	66,000.00
430.321 · Telephone	2,500.00
430.340 · Advertising	1,200.00
430.350 · General Insurance/Work Comp	24,119.00
430.354 · Workers' Comp	0.00
430.355 · Non-Employee Ins Ded Reimb	0.00
430.361 · Street Lights	0.00
430.362 · MEM Loan #60054	0.00
430.374 · Equip/Maint/Repairs	0.00
430.375 · CDL Program/Classes	500.00
430.384 · Equipment Rental	1,000.00
430.740 · Minor Equipment	5,000.00
Total 430.000 · Public Service Expense	428,767.00
432.000 · Winter Maint - Snow Removal	
432.130 · Snow Removal	0.00
432.222 · Chemicals/Cinders	5,000.00
432.740 · Minor Equipment	0.00
Total 432.000 · Winter Maint - Snow Removal	5,000.00
434.000 · Street Lighting	
434.213 · Misc	1,000.00
Total 434.000 · Street Lighting	1,000.00
435.000 · Sidewalks and Crosswalks	
435.370 · Repairs & Maintenance	5,000.00
435.372 · Handi-cap Curb Cuts	0.00
Total 435.000 · Sidewalks and Crosswalks	5,000.00
436.000 · Storm Sewers & Drains	
436.213 · Supplies/small equipment	10,000.00
436.371 · Storm Drains	10,000.00
436.450 · Contracted Services	177,000.00
436.741 · Major Cap Improvements	0.00
Total 436.000 · Storm Sewers & Drains	197,000.00
438.000 · Maint & Repairs Rds & Bridges	
438.371 · Patch/Repairs/Resurfacing	32,000.00
438.372 · Other Highway Care	0.00
438.450 · Contracted Services	97,150.00
438.741 · Major Improve - Paving	0.00
Total 438.000 · Maint & Repairs Rds & Bridges	129,150.00
448.000 · Water System	
448.300 · Lehigh Canal Commission	481.00
Total 448.000 · Water System	481.00

1:24 PM
12/12/16
Accrual Basis

Borough of Jim Thorpe-General Fund Profit & Loss Budget Overview January through December 2017

	Jan - Dec 17
452.000 · Participan Recreation	
452.115 · Summer Rec Program Wages	12,000.00
452.161 · Summer Rec Program SS/Medi	918.00
452.236 · Park Buildings Supplies & Parts	590.00
452.247 · Park Supplies & Parts	3,000.00
452.300 · Summer Rec Program	600.00
Total 452.000 · Participan Recreation	17,108.00
453.000 · Spectator Recreation	
453.100 · Donations	150.00
453.300 · Asa Packer	0.00
Total 453.000 · Spectator Recreation	150.00
454.000 · Parks	
454.246 · Shade Trees	500.00
454.372 · Monument Refurbishment	500.00
Total 454.000 · Parks	1,000.00
456.000 · Libraries	
456.530 · Library Donation	12,500.00
Total 456.000 · Libraries	12,500.00
459.000 · Trails	
459.313 · Engineering Services	30,748.00
459.450 · Contracted Services	150,000.00
Total 459.000 · Trails	180,748.00
471.000 · Debt Principal	
471.001 · Premium on Bonds	0.00
471.100 · MEM St Light Energy Loan #60054	13,449.00
471.101 · Loan Repayment Memorial Hall	32,795.00
471.105 · Debt Prin - Pema Truck Loan	0.00
471.300 · Debt Prin - MCT Bridge #21288	10,000.00
471.400 · Lease Pymts-Police Vehicle	17,000.00
471.402 · Lease Purchase 2018 10T Princip	0.00
Total 471.000 · Debt Principal	73,244.00
472.000 · Debt Interest	
472.100 · MEM St Light Energ Loan #60054	8,932.00
472.101 · Loan Interest Memorial Hall	12,363.00
472.300 · Debt Int - MCT Bridge #21288	2,000.00
472.400 · Lease Pymnts - Police Vehicle	6,000.00
472.402 · Lease Purshase 2018 10T Interes	0.00
Total 472.000 · Debt Interest	29,295.00
480.100 · Miscellaneous Expense	
480.000 · Miscellaneous Expense	1,000.00
480.101 · Misc/increase allowance	0.00
480.156 · COBRA BC/BS	0.00
480.200 · Other Expenses/Misc	0.00
480.249 · Well/Plumbing Permits	0.00
480.540 · Friends of Animals	500.00
Total 480.100 · Miscellaneous Expense	1,500.00
486.000 · Insurance, Casualty & Surety	
486.100 · General Insurance/Work Comp	0.00
486.101 · Worker's Comp	0.00
486.000 · Insurance, Casualty & Surety - Other	0.00
Total 486.000 · Insurance, Casualty & Surety	0.00
487.000 · Health Insurance Benefit	
487.100 · Donations	0.00
487.430 · Payroll QuarterlyTax Reimb	0.00
Total 487.000 · Health Insurance Benefit	0.00

1:24 PM
12/12/16
Accrual Basis

Borough of Jim Thorpe-General Fund
Profit & Loss Budget Overview
January through December 2017

	Jan - Dec 17
492.000 • Transfer to Other Funds	
492.006 • Transfer to Water Fund	0.00
492.011 • Trans to Special Revenue Fund	0.00
492.027 • Transfer to Sanitation Fund	0.00
492.031 • General Capital Reserve Fund	50,000.00
492.050 • Trans to Memorial Hall Fund	8,875.00
Total 492.000 • Transfer to Other Funds	58,875.00
Total Expense	2,488,777.00
Net Ordinary Income	-385,756.00
Net Income	-385,756.00

Jim Thorpe Borough
General Capital Reserve Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		31,784.00
Income	50,000.00	<u>50,000.00</u>
Available Cash		81,784.00
Expenses		0.00 <u>0.00</u>
Cash Balance December 31, 2017		81,784.00
Reserved Funds December 31, 2017		<u>81,784.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016

Jim Thorpe Borough
Liquid Fuels Fund
2017 Budget - Final Draft

Cash Balance January 1, 2017 (estimate)		109,482.00
Income	145,384.00	<u>145,384.00</u>
Available Cash		254,866.00
Expenses	154,866.00	<u>154,866.00</u>
Cash Balance December 31, 2017		100,000.00
Reserved Funds December 31, 2017		<u>100,000.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016

2:05 PM

12/12/16

Accrual Basis

Borough of Jim Thorpe-Highway Fund
Profit & Loss Budget Overview
January through December 2017

	Jan - Dec 17
Income	
310.103 · Miscellaneous	0.00
341.000 · Interest Income	250.00
354.030 · State Allocation Income	145,134.00
392.100 · Transfer from LF Money Market	0.00
393.000 · Proceeds of GLT Debt	0.00
393.300 · Equipment Escrow Payment	0.00
Total Income	145,384.00
Gross Profit	145,384.00
Expense	
430.100 · Wages - Street	0.00
430.200 · Street Supplies	0.00
430.600 · Capital Improvements	0.00
431.300 · Storm Drains	0.00
432.100 · Snow Removal-Wages	0.00
432.200 · Snow Removal-Supplies	47,000.00
433.200 · Street Signs	0.00
434.361 · Street Lighting	63,930.00
437.300 · Repairs to Equipment	0.00
438.300 · Street Maintenance	0.00
471.100 · Equipment purchase	0.00
471.350 · Lease Rental Payment	43,936.00
472.100 · GOB Interest Payments	0.00
Total Expense	154,866.00
Net Income	-9,482.00

Jim Thorpe Borough
Memorial Park Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		0.00
Income	44,075.00	<u>44,075.00</u>
Available Cash		44,075.00
Expenses	44,075.00	<u>44,075.00</u>
Cash Balance December 31, 2017		0.00
Reserved Funds December 31, 2017		<u>0.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016

Jim Thorpe Memorial Park
Profit & Loss Budget Overview
January through December 2017

	Jan - Dec 17
Income	
367.100 · Banquet Income	
367.130 · Banquet	44,075.00
Total 367.100 · Banquet Income	44,075.00
Total Income	44,075.00
Gross Profit	44,075.00
Expense	
452.200 · Supplies	
452.225 · Food Expense - Banquet	44,075.00
Total 452.200 · Supplies	44,075.00
Total Expense	44,075.00
Net Income	0.00

Jim Thorpe Borough
Sanitation Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		103,800.00
Income	726,433.00	<u>726,433.00</u>
Available Cash		830,233.00
Expenses	780,233.00	<u>780,233.00</u>
Cash Balance December 31, 2017		50,000.00
Reserved Funds December 31, 2017		<u>50,000.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016

4:10 PM
12/06/16
Accrual Basis

Borough of Jim Thorpe-Sanitation Profit & Loss Budget Overview January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
340.104 · Interest Income	1,200.00
341.002 · CD Interest	0.00
357.000 · Recycling Grant	1,964.00
364.000 · User Fee Billings	692,000.00
364.101 · Penalties-Sanitation	16,775.00
364.102 · Lien Reimbursement	0.00
364.103 · Bad Check Charge	0.00
364.104 · Magistrate Cost	0.00
364.105 · Pension Reimb	2,494.00
364.106 · Recycling Bins	0.00
380.000 · Miscellaneous	0.00
392.000 · Transfer From Other Fund	12,000.00
Total Income	726,433.00
Gross Profit	726,433.00
Expense	
427.130 · Public Services Manager Salary	22,100.00
427.131 · Manager/Administrator Salary	24,375.00
427.132 · Solicitor Salary	4,200.00
427.133 · Clerk Salary	8,528.00
427.134 · Treasurer Salary	10,700.00
427.135 · Secretary Salary	12,708.00
427.161 · Soc Sec/Medicare	10,749.00
427.210 · Office Supplies	250.00
427.212 · I/T Support/Contract	1,700.00
427.213 · Auto Dialer	1,000.00
427.220 · Supplies-Sanitation	500.00
427.221 · Recycle Expense	14,824.00
427.265 · Repairs	0.00
427.310 · Professional Services	1,000.00
427.317 · File Liens	850.00
427.321 · Telephone	1,125.00
427.323 · Legal Fees	0.00
427.365 · Landfill Expenses	0.00
427.480 · Miscellaneous Expenses	500.00
427.900 · Refunds	50.00
430.002 · Pension Fund	16,502.00
430.004 · Postage	3,000.00
430.006 · Collection of Bills	120.00
430.008 · Advertising	150.00
430.010 · Garbage Contract	424,906.00
430.011 · Blue Cross/Blue Shield	44,877.00
430.012 · BC/BS Ded Reimbursement	0.00
430.013 · Petty Cash	0.00
430.014 · General Insurance	7,350.00
430.015 · Audit Fees	4,750.00
430.016 · County Administration Fee	0.00
430.018 · Magistrate Costs	0.00
430.122 · Office Rent	0.00
430.124 · PA HOUSE BILL 2044 - TAX	0.00
430.125 · Payroll Computed/Qtrly	1,000.00
430.130 · Public Service Wages	42,651.00
430.131 · Supervisor Wages	13,437.00
430.132 · OT Wages	1,500.00
430.158 · Life Insurance	1,357.00
430.200 · Signs	0.00
430.231 · Gas/Oil/Tires	0.00
430.238 · Uniforms	0.00
430.260 · Office Equipment	1,000.00
430.313 · Engineer	0.00
430.350 · General Insurance/WC	21,802.00
430.361 · Street Lights	14,070.00
430.374 · Equipment Maint & Repairs	13,402.00
430.375 · CDL Program/Classes	0.00
430.600 · Capital Construction	0.00
430.750 · Minor Equipment	0.00

:10 PM

2/06/16

accrual Basis

Borough of Jim Thorpe-Sanitation
Profit & Loss Budget Overview
January through December 2017

	Jan - Dec 17
432.130 · Snow Removal	0.00
432.222 · Chemicals/Cinders	0.00
432.750 · Snow Minor Equipment	0.00
435.372 · Handicap Curb Cuts	0.00
436.213 · Supplies/Small Equipment	3,200.00
436.371 · Storm Drains	0.00
436.450 · Storm System Contracted Service	0.00
438.371 · Patch/Repairs/Resurface Materia	0.00
438.450 · Contracted Services	0.00
460.000 · Depreciation Expense	0.00
471.100 · MEM Energy Loan Principal	0.00
471.300 · MCT Bridge #21288 Principal	0.00
471.402 · Lease Purchase 2018 10T Princ	0.00
472.100 · MEM Energy Loan Interest	0.00
472.300 · MCT Bridge #21288 Interest	0.00
472.402 · Lease Purchase 10T Int	0.00
492.000 · Transfer to Other Funds	0.00
492.001 · Transfer to General Fund	50,000.00
Total Expense	<u>780,233.00</u>
Net Ordinary Income	-53,800.00
Other Income/Expense	
Other Expense	0.00
472.001 · Loan	<u>0.00</u>
Total Other Expense	<u>0.00</u>
Net Other Income	<u>0.00</u>
Net Income	<u><u>-53,800.00</u></u>

Jim Thorpe Borough
Sanitation Capital Reserve Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		813,133.00
Income	50,000.00	<u>50,000.00</u>
Available Cash		863,133.00
Expenses		0.00 <u>0.00</u>
Cash Balance December 31, 2017		863,133.00
Reserved Funds December 31, 2017		<u>863,133.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016

Jim Thorpe Borough
Sewer Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		5,515,280.00
Capital Reserve Monies January 1, 2017 (estimate) to be paid back when grant funds are received in 2018		284,586.00
Income	1,196,869.00	<u>1,196,869.00</u>
Available Cash		6,996,735.00
Expenses	6,996,735.00	<u>6,996,735.00</u>
Cash Balance December 31, 2017		0.00
Reserved Funds December 31, 2017		<u>0.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

No fund reserves considered for budgeting purposes due to project and loan/grant funding.
12/5/2016

Borough of Jim Thorpe-Sewer Fund Profit & Loss Budget Overview January through December 2017

	Jan - Dec 17
Income	
393.100 · WWTP 2016 Upgrade Project	0.00
332.000 · Forfeits	
332.001 · Bid Default	0.00
Total 332.000 · Forfeits	0.00
4999 · Uncategorized Income	0.00
392.100 · Transfers In	0.00
341.000 · Interest	2,778.00
341.001 · CD Interest	0.00
351.000 · Federal Grant	0.00
354.040 · Act 537 (Reimb-Grant)	0.00
355.000 · Pension Reimbursement	2,380.00
359.100 · Carbon County Sewer Line Pmt	12,851.00
364.100 · Sewer User Fee Billings	1,155,000.00
364.101 · Penalties	21,500.00
364.102 · Dumping	0.00
364.103 · Bad Check Charge	0.00
364.105 · Reimbursement Lien	0.00
364.109 · Miscellaneous Income	0.00
364.110 · Tap On/Connection Fees	2,000.00
364.600 · Land Lease Rental	360.00
Total Income	1,196,869.00
Cost of Goods Sold	
50000 · Cost of Goods Sold	0.00
Total COGS	0.00
Gross Profit	1,196,869.00
Expense	
471.006 · 2018 Truck F350 Lease Principal	5,074.00
471.005 · WWTP 2016 Upgrade Int Fin Loan	0.00
472.006 · 2018 Truck 5T Lease Interest	872.00
472.005 · WWTP Upgrade Int Fin Loan Inter	47,340.00
492.038 · Sewer Capital Reserve Func	164,033.00
427.672 · Construction Costs	178,800.00
427.660 · Professional Fees/Legal	0.00
427.671 · Construction Contracted Service	603,188.00
427.670 · Sewer Lines Tele/Clean/Rep Cont	125,000.00
427.640 · Electrical Construcion Contrac	554,139.00
427.750 · Minor Equipment	4,000.00
427.420 · Memberships/Licenses	520.00
427.314 · Permits	1,500.00
427.610 · General Construction Contracts	4,376,918.00
427.111 · Secretary Salary	10,166.00
427.110 · Treasurer Salary	8,559.00
427.109 · Clerk Salary	8,528.00
427.108 · Solicitor Salary	3,090.00
427.107 · O/T Wages	11,000.00
427.106 · Wages/Laborers	94,765.00
427.104 · Wages/Supervisor	73,486.00
427.105 · Manager/Administrator	19,500.00
427.213 · Auto Dialer	670.00
492.000 · Transfer to Other Funds	0.00
427.212 · I/T Support/Contract	5,500.00
471.002 · Pennvest loan#27747	60,423.00
428.000 · Depreciation	0.00
427.102 · Wages-Sewer/Laborers	0.00
427.157 · Blue Cross/Blue Shield	73,050.00
427.158 · Life/Disability Insurance	1,946.00
427.160 · Pension Fund	21,840.00
427.161 · Soc Sec/Medicare	17,290.00
427.163 · Reimb BC/BS Deductible	0.00
427.210 · Office Supplles	2,344.00
427.215 · Postage	3,600.00
427.222 · Chemicals	45,000.00
427.238 · Uniform Allowance	600.00
427.250 · Equipment Rental	0.00

5:08 PM
12/06/16
Accrual Basis

Borough of Jim Thorpe-Sewer Fund
Profit & Loss Budget Overview
January through December 2017

	Jan - Dec 17
427.253 · Lease Pipe & Wire	100.00
427.260 · Office Equipment	500.00
427.280 · Petty Cash	0.00
427.300 · Audit	4,300.00
427.313 · Engineer	14,144.00
427.316 · Sludge Removal	50,000.00
427.317 · File Lien	500.00
427.319 · Drug Screen	240.00
427.320 · Payroll Service Expense	775.00
427.321 · Telephone	6,000.00
427.330 · Analysis	18,000.00
427.335 · Truck Expense	3,261.00
427.337 · Heating Oil	7,156.00
427.339 · Gas/Diesel Reimb	2,500.00
427.340 · Advertising	1,644.00
427.350 · General Insurance	29,203.00
427.361 · Electric	50,000.00
427.370 · Parts/Supplies/Maint/Repairs	20,611.00
427.376 · Service Contracts	8,980.00
427.386 · Infiltration & Inflow	7,971.00
427.475 · Seminar/Emp Education	580.00
427.701 · Municipal Building	0.00
427.703 · New Equipment	18,749.00
471.001 · Loans - Pennvest 71156 - 77015	133,930.00
471.004 · Loan - MCTC 21288	94,850.00
471.003 · Tap-On Fee Expense	0.00
472.100 · Int Exp-MCT #21288	0.00
472.101 · Int Exp-PV#77015	0.00
472.102 · Int Exp-PV #71212	0.00
472.103 · Int Exp-LOC	0.00
480.000 · Miscellaneous/Capital Improv.	0.00
480.001 · Depreciation Expense	0.00
Total Expense	6,996,735.00
Net Income	-5,799,866.00

Jim Thorpe Borough
Sewer Capital Reserve Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		288,454.00
Income	164,033.00	<u>164,033.00</u>
Available Cash		452,487.00
Expenses	0.00	<u>0.00</u>
Cash Balance December 31, 2017		452,487.00
Reserved Funds December 31, 2017		<u>452,487.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016

Jim Thorpe Borough
Water Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		131,613.00
Income	1,235,556.00	<u>1,235,556.00</u>
Available Cash		1,367,169.00
Expenses	1,317,169.00	<u>1,317,169.00</u>
Cash Balance December 31, 2017		50,000.00
Reserved Funds December 31, 2017		<u>50,000.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016

5:37 PM

12/06/16

Accrual Basis

Borough of Jim Thorpe-Water Fund Profit & Loss Budget Overview January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
329.009 · Transfer in from Sanitation Act	0.00
341.100 · Interest	530.00
341.101 · Interest - Savings Acct	0.00
351.000 · Federal Grant	0.00
355.000 · Pension Reimb	2,934.00
357.010 · Grants - Local/CDBG	73,253.00
360.000 · Gas Reimbursement	24,026.00
360.001 · Lien Reimbursement	0.00
378.100 · Water Billings Income	1,110,563.00
378.101 · Water Penalties	22,000.00
378.102 · Manual Read Fee	1,000.00
378.103 · Bad Check Charge	0.00
378.900 · Turn On/Off	0.00
378.901 · New Lines	900.00
378.902 · New Meters/Meter Repairs	350.00
379.900 · Miscellaneous Reimbursements	0.00
380.000 · Miscellaneous	0.00
380.001 · PV Payment Request	0.00
380.107 · Employee Pension Reimbursement	0.00
380.108 · Employee Union Dues Reimburse	0.00
393.300 · Inception of Lease Purchase Agr	0.00
Total Income	1,235,556.00
Cost of Goods Sold	0.00
50000 · Cost of Goods Sold	0.00
Total COGS	0.00
Gross Profit	1,235,556.00
Expense	
448.149 · PENNVEST PAYMENT APPLICATION	0.00
448.150 · Water Fund Wages/Laborers	140,608.00
448.151 · Supervisor Wages	17,680.00
448.152 · Water O/T Wages	21,000.00
448.153 · Borough Manager Salary	19,500.00
448.154 · Solicitor Salary	3,000.00
448.155 · Clerk Salary	8,528.00
448.156 · Treasurer Salary	8,559.00
448.157 · Secretary Salary	10,166.00
448.158 · BC/BS Reimbursement	0.00
448.159 · Blue Cross/Blue Shield	80,837.00
448.160 · Pension Fund	21,840.00
448.161 · Soc Sec/Medicare	17,293.00
448.209 · Truck Payment	11,148.00
448.210 · Office Supplies	2,700.00
448.212 · I/T Support/Contract	4,545.00
448.213 · Auto Dialer	780.00
448.215 · Postage	4,365.00
448.220 · Permits	510.00
448.222 · Chemicals	25,000.00
448.238 · Uniform Allowance	800.00
448.260 · Office Equipment	500.00
448.300 · Petty Cash	0.00
448.311 · Auditor	4,650.00
448.313 · Engineering Fees	20,000.00
448.315 · Lab Tests	5,500.00
448.317 · File Lien/Magistrate Complaint	500.00
448.318 · Payroll Computed/Qtrly	750.00
448.319 · Drug Screening	240.00
448.320 · Legal Fees	1,000.00
448.321 · Telephone	5,200.00
448.335 · Truck Expense	1,500.00
448.339 · Gas/Diesel	25,000.00
448.340 · Advertising	500.00
448.350 · Life/Disability Insurance	1,948.00
448.351 · General Insurance/Work Comp	22,355.00
448.361 · Electric	58,000.00

5:37 PM
12/06/16
Accrual Basis

Borough of Jim Thorpe-Water Fund **Profit & Loss Budget Overview** January through December 2017

	Jan - Dec 17
448.367 · Fuel Oil-Heat	4,000.00
448.370 · Maint. Contract	39,408.00
448.371 · New Meters & Lines	15,000.00
448.383 · Office Rent	0.00
448.400 · Repairs/Parts/Maint	82,653.00
448.420 · Memberships/Licences	875.00
448.450 · Contracted Services System	0.00
448.475 · Employee Education & Seminars	500.00
448.600 · Capital Construction	58,000.00
448.701 · Contracted Street Repairs	3,000.00
448.703 · New Equipment	0.00
448.740 · Major Purchases	0.00
448.750 · Minor Equipment	8,500.00
471.100 · Loan-Pennvest 80035-30031-25049	139,022.00
471.101 · Loan - MCTC 21288	68,999.00
471.102 · Loan - MCTC 40622	0.00
471.103 · Loan-Pennvest-WP-80133	240,900.00
471.104 · Sanitation loan repayment	12,000.00
471.105 · 2016 Backhoe Lease Purchase Pri	17,871.00
471.350 · Lease Rental Payment	0.00
472.001 · Int Exp-MCT#21288	0.00
472.002 · Int Exp-PV #80035	0.00
472.003 · Int Exp-PV 30031	0.00
472.004 · Int Exp-PV#25049	0.00
472.005 · Int Exp - LOC #60036	0.00
472.006 · Int Exp MCT#40622	0.00
472.007 · Int Exp-PV #37877	0.00
472.105 · 2016 Backhoe Lease Purchase Int	2,151.00
480.002 · Miscellaneous Expenses	0.00
480.004 · Depreciation Expense	0.00
492.100 · Capital Reserve Fund	77,788.00
Total Expense	1,317,169.00
Net Ordinary Income	-81,613.00
Net Income	-81,613.00

Jim Thorpe Borough
Water Capital Reserve Fund
2017 Budget Final Draft

Cash Balance January 1, 2017 (estimate)		223,902.00
Income	77,788.00	<u>77,788.00</u>
Available Cash		301,690.00
Expenses	0.00	<u>0.00</u>
Cash Balance December 31, 2017		301,690.00
Reserved Funds December 31, 2017		<u>301,690.00</u>
Balance Unreserved Funds December 31, 2017		<u><u>0.00</u></u>

12/5/2016