

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS**  
**BUDGET WORK SESSION MEETING**  
**MONDAY, OCTOBER 14, 2023**

The advertised 2025 Budget Work Session meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Caleb Torrice at 5:00 PM and opened with the Pledge of Allegiance. Also in attendance were Vice Chairman James Groff, Supervisor Joseph Metzinger, Township Manager Deanna Ferry, and Chief of Police Christopher Engelhart.

2. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

3. YEAR 2025 PROPOSED BUDGET – DISCUSSION/QUESTIONS/COMMENTS:  
Township Manager, Deanna Ferry, gave an overview of the adjustments to the General Fund for personnel succession planning, standard COLA increases, an estimated increases to all insurances, increases for all professional contracts, an increase for ambulance services to align with 25% of LST, and an increase for the Conservation of Natural Resources in our parks. Dr. Ferry continued stating the Fire Fund revenue will increase due to the realignment of the millage by 0.25 for a total millage of 1.00 in 2025. Dr. Ferry stated there will not be any major changes in the Park & Recreation Fund, and that the Street Light Tax will be in abatement for 2025 but will continue again in 2026. Dr. Ferry explained that the Capital Projects Fund, nka Capital Reserve, will have funds allocated for the Municipal Campus Renovation, a new permit software system, minor equipment for Public Works, and two vehicles for the Police Department. Dr. Ferry continued to share that the Recreation Capital Reserve Fund, nka, Recreation Capital, has spending included for capital purchases as recommended by the Park & Recreation Board, the Forest Road Park basin, and roll over from the 2022 trail system project. Dr. Ferry stated that there are no major changes to the Open Space Fund for 2025. Dr. Ferry continued with the Stormwater Reserve Fund, nka Stormwater, explaining that it will demonstrate an increase revenue from investment dividends as well a primary expenditure showing in the Stormwater Improvement line item for a rehabilitation project. Next Dr. Ferry detailed The Road Equipment Fund, stating that this fund's revenues will decrease in 2025 due to a realignment of the milage rates to increase funding to the Fire Fund, bringing the milage rate down to .25 for this account. Additionally, two major purchases are planned in 2025. Dr. Ferry noted that there are no changes to the State Highway fund in the 2025 budget. Dr. Ferry walked through notable transfers from the Operating Reserve Fund with two substantial transfers scheduled into General Reserve and the Emergency Fund to balance the Operating Reserve Fund to 25% of the estimated revenue for 2025 per the Second Class Township Code. Further, Dr. Ferry detailed transfers between the General Reserve, now known as the Emergency Fund, from the Road Equipment Fund, Recreation Capital Fund, and the Capital Reserve Fund.

Page 2  
Board of Supervisors  
October 14, 2024

Following details on the budget from Dr. Ferry, the Board of Supervisors had a discussion regarding the Emergency Fund, bumping up the line item for the contributions to the Fire Companies to \$145,000.00, expenses for Forest Road Park, the Park and Recreation Board allocation, increased insurance costs, contracted salary increases, and no tax increase for the 14<sup>th</sup> year in a row.

4. PUBLIC COMMENT: None.
5. SUPERVISOR'S COMMENTS: None.
6. PRESS CONFERENCE: None.
7. ADJOURNMENT: Upon motion by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried unanimously, the 2025 Budget Work Session Meeting was adjourned at 5:24 PM.

Respectfully submitted,



Deanna Ferry, DPA  
Township Manager

(\*NOTE: These minutes were transcribed from notes and recordings and should not be considered official until approved by the Board of Supervisors at a public meeting).