

FORKS TOWNSHIP, NORTHAMPTON COUNTY
Board of Supervisors

9-11-2023

Budget Work Session Meeting Minutes

A budget work session of the Forks Township Board of Supervisors was held on Monday, September 11, 2023, at the Forks Township Municipal Building, Easton, PA, and was called to order by Chairman O'Neil at 5:30 pm.

Board Members:

John O'Neil, Chairman
Ty Corallo, Vice Chairman
Tim Hughes, Secretary/Treasurer - absent
Kelly Keegan, Member
Dean Turner, Member

IN ATTENDANCE:

Donna M. Asure, Township Manager
Kacee Stout, Director of Finance

The work session was used to discuss the Forks Township 2024 budget process and received an overview of requests from department heads.

The board discussed a fiscal forecast, prepared by K. Stout, which gave an overview of all funds, expected sources of revenue as well as conservative increases in expenditures. It was discussed that many of the items causing the greatest increase, such as medical insurance, gasoline, utilities such as electric and propane, are unknown as to the extent of the increases but since 2020 have been steadily increasing.

The board discussed the potential for additional revenues such as all the development taking place in the township bringing in additional real estate and earned income tax. The developments will provide additional revenue, slowly over the next several years, but they will also increase the demand on services throughout the township. Every possibility was explored such as the need for a real estate tax increase, an increase to the Business Privilege tax rates, a storm water fee to assist with the flooding issues and delaying large capital purchases. The board stated they will need to speak to each department but it is clear that all requests for purchases or new employees may not be able to be approved in the 2024 budget. The finance manager and township manager were asked to research the amount of revenue received from the business privilege tax. It was also discussed to update our SALDO and require the payment of the recreation fees at the time of plan recordation. This will bring capital money in sooner for recreation purchases and projects. This topic will be placed on a future board of supervisors' agenda.

The board will meet on Tuesday, September 19th at 5:30pm, first in an executive session for personnel issues and then in a budget work session to continue discussion on the 2024 budget.

Having no further business, the work session was adjourned at 6:40pm.