

**FORKS TOWNSHIP, NORTHAMPTON COUNTY**  
**Board of Supervisors**

**10-16-2023**

**Budget Work Session Meeting Minutes**

A budget work session of the Forks Township Board of Supervisors was held on Monday, October 16, 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 - absent  
Tim Hughes, Secretary/Treasurer  
Kelly Keegan, Member  
Dean Turner, Member

**IN ATTENDANCE:**

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

The board reviewed the general fund and the changes in the expenditures due to increases in health care and pension contribution requirements. Expenditures are beginning to outpace revenues and the board must consider the options for increasing revenues.

The board discussed –

- How the growth in the township will affect revenues. Though there is development it will slowly trickle in as additional revenue to the township
- The growth will also cause need for additional services thus increased expenditures
- What are the funding opportunities for revenues such as a tax increase, competing for as many grants as possible, decrease capital spending and borrowing.
- The phasing of the Frutchey Hill Road project and the funding options
- The use of the American Rescue Plan Money
- The increases for such items as dump trucks which just sent an invoice for an increase of \$16,800.00 for a truck that was ordered January 2022 and will not be here until early 2025
- The cost of the cleaner at the police department
- The various requests for donations from the township

The board briefly discussed non-budget items such as –

- Setting the employee Christmas luncheon for Friday, December 15, 2023
- The job description for the recycling center attendant and increasing the hours to 28 hours per week to provide another day for residents to have access to the recycling center
- Interviewing of the companies who have presented proposals for the open space/growth management plan and using Monday, October 30<sup>th</sup> to do so both in person and by ZOOM

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