

**BOROUGH OF CLIFTON HEIGHTS
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING**

**Preliminary Agenda
Council Meeting
December 19, 2023**

- I. Call to Order and Pledge of Allegiance, Roll Call
- II. Citizen Participation
- III. Motion to approve the Minutes for the **November 21, 2023** Council Meeting
- IV. Reports of the Borough Officers
- A. Financial Advisor's Report
- B. Police Chief's Report
- C. Fire Chief's Report
- D. Engineer's Report
- D. Solicitor's Report:
- F. Community Development / Code Enforcement
- G. Manager's Report
- **A motion to approve the 2024 Tax Levy Ordinance No. 885.**
 - **A motion to adopt the 2024 Budget, Resolution #2023-XX**
 - **A motion to approve Resolution No. 2023-XX to appoint Borough Auditors John R. Hanna & Sons LLC (name change 11/15/2023) audit year 2023. (was Mingis, Gutowski & Company, LLC).**
 - **A motion to approve Ordinance No. 886, CREATING BYLAWS FOR THE OPERATION OF THE BOROUGH COUNCIL, INCLUDING RULES FOR THE OPERATIONS OF MEETINGS, COMMITTEES OF COUNCIL, DUTIES AND RESPONSIBILITIES OF THE OFFICERS OF COUNCIL.**
 - **A motion to approve a resolution to apply to PADET for Business Partner "BP" I.D. with PennDot.**

V. Council Reports

1st Ward - Ms. Papale
Mr. Resnick

2nd Ward - Mr. Fagioli
Mr. Humphreys

3rd Ward - Mr. Braun
Ms. Borrelli

4th Ward - Mrs. Briddes
Ms. Peterson

VI. Mayor's Report

VII. Old Business

VIII. New Business

IX. Public Participation

Adjournment

| BOROUGH OF CLIFTON HEIGHTS | | | |
|-----------------------------------|--|-------------------------|-------------------------|
| 2024 Projected Budget | | | |
| GENERAL FUND | | | |
| | | 2023 | 2024 |
| | | PROJECTED BUDGET | PROJECTED BUDGET |
| REVENUES | | | |
| REAL ESTATE TAXES CURRENT | | 3,174,800.00 | 3,242,308.00 |
| REAL ESTATE TAXES DELINQ | | 100,000.00 | 100,000.00 |
| REAL ESTATE TRANSFER TAX | | 75,000.00 | 75,000.00 |
| USE AND OCCUPANCY TRANSFER | | 15,000.00 | 15,000.00 |
| PUBLIC UTILITY TAX | | 3,805.00 | 3,805.00 |
| RECYCLING PERMITS | | 0.00 | 0.00 |
| HEALTH LICENSE | | 0.00 | 1,875.00 |
| LIQUOR LICENSE | | 2,600.00 | 2,600.00 |
| BUILDING PERMIT | | 100,000.00 | 100,000.00 |
| BUILDING PERMITS SPECIAL PROJECTS | | | 500,000.00 |
| RENTAL INSPECTION APPLIC FEES | | 110,000.00 | 125,000.00 |
| PERMITS VIDEO | | 0.00 | 0.00 |
| ZONING PERMITS/FEES | | 1,000.00 | 1,000.00 |
| PERMITS & LICENSES-TRADESMEN | | 4,000.00 | 5,500.00 |
| PERMITS & FEES-CABLE TV | | 110,000.00 | 110,000.00 |
| RE-INSPECTION FEES | | 0.00 | 0.00 |
| PARKING METER/PERMITS/FINES | | 12,000.00 | 12,000.00 |
| VENDING PERMITS | | 4,000.00 | 6,000.00 |
| PROPERTY ABATEMENT REVENUE | | 0.00 | 5,000.00 |
| VIOLATION OF ORDINANCES | | 7,000.00 | 9,000.00 |
| DISTRICT POLICE FINES | | 40,000.00 | 40,000.00 |
| STATE POLICE FINES | | 1,000.00 | 1,000.00 |
| OTHER POLICE REVENUE | | 1,800.00 | 1,800.00 |
| INSURANCE/POLICE REPORTS | | 4,000.00 | 5,000.00 |
| POLICE SPECIAL DETAIL REV | | 3,000.00 | 2,000.00 |
| LMST | | 60,000.00 | 60,000.00 |

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| COMPUTER EXPENSE | 15,000.00 | 15,000.00 |
| DUES/TRAINING/EDUCATION | 4,000.00 | 5,100.00 |
| GENERAL LIABILITY/VEHICLE | 85,000.00 | 85,000.00 |
| SOCIAL SECURITY TAX | 8,600.00 | 8,600.00 |
| WORKERS COMPENSATION | 180,000.00 | 180,000.00 |
| HOSPITALIZATION | 13,334.00 | 22,000.00 |
| SAFETY COMMITTEE | 5,000.00 | 5,000.00 |
| TRANSFER TO SINKING FUND | 181,215.00 | 180,887.00 |
| PROPERTY AND CASUALTY/OFFICIALS/OTHER/VEHICLE | 60,000.00 | 80,000.00 |
| SPECIAL PROJECT RELATED FEES | | 175,000.00 |
| TRANSFER SEWER FUND | - | 400,000.00 |
| TOTAL ADMINISTRATION | 1,066,565.00 | 1,745,463.00 |
| TAX COLLECTOR | | |
| SALARY TAX COLLECTOR | 10,000.00 | 10,000.00 |
| MATERIALS AND SUPPLIES | 2,800.00 | 3,500.00 |
| COMMUNICATION AND GENERAL and INSURANCE | 12,000.00 | 12,000.00 |
| SOCIAL SECURITY TAX | 765.00 | 765.00 |
| TRAVEL | | 1,500.00 |
| TAX REFUNDS | 25,000.00 | 15,000.00 |
| TOTAL TAX COLLECTOR | 50,565.00 | 42,765.00 |
| BOROUGH PROPERTY | | |
| EMERGENCY REPAIRS | 5,000.00 | 5,000.00 |
| UTILITIES | 12,500.00 | 12,500.00 |
| REPAIRS/MAINT | 20,000.00 | 20,000.00 |
| GENERAL EXPENSE | 2,200.00 | 2,200.00 |
| EXTERMINATING | 1,000.00 | 1,000.00 |
| ENGINEERING | 2,000.00 | 2,000.00 |
| TOTAL BOROUGH PROPERTY | 42,700.00 | 42,700.00 |

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| SEVERENCE SETTLEMENT | - | - | - |
| MATERIALS AND SUPPLIES | 5,000.00 | | 6,000.00 |
| COMMUNICATION | 4,000.00 | | 4,000.00 |
| LEGAL | - | | - |
| REPAIRS AND MAINTENANCE | 6,000.00 | | 6,000.00 |
| GENERAL EXPENSE | 3,000.00 | | 3,000.00 |
| CONFERENCE/MEETINGS | 1,000.00 | | 1,000.00 |
| COMPUTER EXPENSE | 7,000.00 | | 7,000.00 |
| VEHICLE OPERATING EXPENSE | 35,000.00 | | 40,000.00 |
| VEHICLE PURCHASE | - | | - |
| CAPITAL EXPENDITURES | - | | - |
| MINOR EQUIPMENT/REPAIRS | 500.00 | | 500.00 |
| UNIFORM EXPENSE | 8,000.00 | | 8,000.00 |
| CIVIC SERVICES | 2,960.00 | | 2,960.00 |
| WEAPONS/AMMO | 3,000.00 | | 3,000.00 |
| DUES/TRAINING/EDUCATION | 6,000.00 | | 6,000.00 |
| INSURANCE/EMPLOYEE BENEFITS | 40,000.00 | | 50,000.00 |
| SOCIAL SECURITY TAX | 38,000.00 | | 40,000.00 |
| HOSPITALIZATION AND MEDICAL REIMBURSEMENT | 658,334.00 | | 640,500.00 |
| REIMBURSEMENTS | 5,000.00 | | 7,000.00 |
| TRANSFER TO FIRE FUND/AMBULANCE | | | 50,000.00 |
| OTHER INSURANCE | 7,000.00 | | 7,000.00 |
| TRANSFER TO POLICE PENSION | - | | 91,763.00 |
| | 2,481,244.00 | | 2,676,031.50 |

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| VEHICLE INSURANCE | | - | - |
| Recycling | | 10,000.00 | 15,000.00 |
| CAPITAL EXPENDITURES | | - | - |
| WASTE MANAGEMENT AND RECYCLING FEE | | 265,000.00 | 289,000.00 |
| ADMINISTRATIVE EXPENSE | | 15,000.00 | 15,000.00 |
| TRANSFER DEBT SERVICE | | 21,200.00 | 21,200.00 |
| | | | |
| TOTAL HEALTH AND SANITATION | | 619,300.00 | 648,550.00 |
| | | | |
| FUND BALANCE UTILIZATION | | | |
| TRANSFER TO RESERVE FOR CAPITAL | | | |
| EXCESS(DEFICIENCY) OF REVENUE | | | |
| OVER (UNDER) EXPENDITURES | | - | (18,750.00) |
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| EXCESS(DEFICIENCY) OF REVENUE | | |
| OVER (UNDER) EXPENDITURES | (523,135.32) | (0.00) |
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| TOTAL EXPENDITURES | 152,462.00 | 158,150.62 |
| EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES | - | - |
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| BOROUGH OF CLIFTON HEIGHTS | | | |
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| 2024 Projected Budget | | | |
| POLICE PENSION FUND | | | |
| | | 2023 | 2024 |
| | PROJECTED BUDGET | PROJECTED BUDGET | PROJECTED BUDGET |
| REVENUES | | | |
| REAL ESTATE TAXES-CURRENT | 115,577.00 | 115,626.00 | |
| ACT 205 GRANT | 104,881.00 | 104,881.00 | |
| INTEREST | - | 600.00 | |
| TRANSFER FROM GENERAL FUND | - | 91,763.00 | |
| TOTAL REVENUES | 220,458.00 | 312,870.00 | |
| EXPENDITURES | | | |
| PENSION EXPENSE | 207,351.00 | 302,870.00 | |
| ADMINISTRATIVE | 10,749.00 | 10,000.00 | |
| TOTAL EXPENDITURES | 218,100.00 | 312,870.00 | |
| EXCESS(DEFICIENCY) OF REVENUE OVER (UNDER) EXPENDITURES | 2,358.00 | - | |