

RUTLEDGE BOROUGH**2022 BUDGET**

2022 BUDGET

GENERAL FUND**REVENUE****301.00 · REAL ESTATE TAXES**

Township Tax - Current (assume 95%)	216,000.00
Township Tax - Delinquent (assume 13 prop for 2020) (2019 actual includes 2019 arriving in 1-2 2020 before sent to county)	6,000.00
Township Tax - Penalty (2019 actual includes 2019 arriving in 1-2 2020 before sent to county)	600.00
Township Tax - Prior (\$25,370 owed)-see delinquent	see above
Tax Account Closeout (one time occurrence)	

Total 301.00 · REAL ESTATE TAXES	222,600.00
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310.00 · PER CAPITA TAX (PHASED OUT IN 2019)

Per Capita - Current	0.00
Per Capita - Delinquent	0.00
Per Capita - Penalty	0.00
Per Capita - Prior	0.00

Total 310.00 · PER CAPITA TAX	0.00
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310.10 · REAL ESTATE TRANSFER TAX	17,000.00
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320.00 · LICENSE & PERMITS

Apartment Licenses	3,200.00
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Total 320.00 · LICENSE & PERMITS	3,200.00
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321.80 · CABLE & FRANCHISE FEES (5%) Comcast, Verizon & RCN	14,500.00
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331.00 · FINES

District Justice	1,800.00
Parking	2,500.00
State	400.00

Total 331.00 · FINES	4,700.00
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341.00 · INTEREST EARNINGS

General Account Checking	20.00
General Capital Reserve	30.00
Sewer Fund Reserve (see sewer section)	
Truck Reserve	8.00
Trumark Savings	100.00

Total 341.00 · INTEREST EARNINGS	158.00
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342.00 · RENTAL INCOME

3500 Lower Hall 52 @ \$550	28,600.00
Office Rent (CDCA) 3% per year increase	6,667.19
6500 Upper Hall 52 @ \$700-750	37,700.00

Total 342.00 · RENTAL INCOME	72,967.19
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354.15 Recycling	
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362.00 · PERMITS - PUBLIC SAFETY

Contractor Licences	2,000.00
PERMITS (1/2 fees)	
Admin	3,000.00
Building	6,000.00
Electric/HVAC/Fence	1,200.00
Plumbing	400.00
Sidewalk	500.00
Street Opening	200.00
Use & Occupancy	1,000.00

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	Environmental	0.00
	Total PERMITS	14,300.00
Total 362.00 · PERMITS - PUBLIC SAFETY		14,300.00
370.00	ZHB Income	750.00
389.00	Unclassified Revenue	0.00
	Tax Cert Fees Collected (\$20 per cert)	2,500.00
392.00 · INTERFUND OPERATING TRANSFERS		0.00
	OTHER FROM OLD BUDGET	

Total Income 352,675.19

Anticipated to Actual

EXPENSES**400.00 · ADMINISTRATION**

Accounting	8,000.00
Advertising	1,700.00
Bank / Finance Charges	100.00
Bonds (see tax collector bond)	400.00
Supplies	200.00
Website (hosting \$286.20 every 3 years)	100.00
Total Communication Committee	200.00
Dues & Subscriptions	350.00
Engineering (NIC 1/2 permit fees)	1,500.00
MS4/NPDES Engineering & Related Fees (includes 2019 permit submission)	2,500.00
Grant Applications	2,500.00
Office Expense	
Payroll Processing Fees	800.00
Office Expense - Other	1,900.00
Computer and Printer Costs	500.00
Total Office Expense	3,200.00
ZHB Expenses: Legal	900.00
ZHB Expenses: Advertising	200.00
ZHB Expenses: Postage/Supplies	20.00
Planning Committee	
Advertising	200.00
Supplies	100.00
Total Planning Committee	300.00

Total 400.00 · ADMINISTRATION 20,750.00

402.00 · AUDITORS 280.00

403.00 · TAX COLLECTION

Tax Software	950.00
Tax Cert Fee (half to tax collector)	1,250.00
Tax P.O. Box (Size 1)	86.00
Tax Bills & Stationary	430.00
Tax Collector Salary	500.00
Tax Collectors Bond	336.00
Total 403.00 · TAX COLLECTION	3,552.00

404.00 · SOLICITOR / LEGAL FEES

Soliciter's Retainer	
Soliciter's Fees	14,000.00
Total 404.00 · SOLICITOR / LEGAL FEES	14,000.00

405.00 · SECRETARY

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Borough Admin (BA)	0.00
Office Administration (JM)	16,200.00
Office Assistant	7,000.00
Hall Coordinator	10,000.00
Unemployment	0.00
Total 405.00 · SECRETARY	33,200.00
409.00 · BOROUGH BUILDING	
Custodian Salary	16,900.00
Hall Security Liason (part paid by renter)	3,125.00
Quarterly Cleaning & Window Cleaning	800.00
Elevator Maintenance	1,400.00
Maintenance & Repairs	2,000.00
Maintenance Salary	16,500.00
Supplies - Rental	500.00
New tables & chairs for rental	
Utilities - Community Center	4,000.00
Utilities - Office	4,000.00
Total 409.00 · BOROUGH BUILDING	49,225.00
410.00 · POLICE	102,515.00
411.00 · FIRE PROTECTION	
Annual Contribution (paid 2020 in 2021)	12,799.00
Capital Reserve	11,000.00
Fire Company - WC Insurance	5,000.00
Fire Hydrant Fees	4,600.00
Total 411.00 · FIRE PROTECTION	33,399.00
413.00 · CODE ENFORCMENT	
Code Enforcement Monthly Fees	8,640.00
Dog Control	600.00
Parking Officer	0.00
Total 413.00 · CODE ENFORCMENT	9,240.00
452.00 · DONATIONS - PARTICIPANT REC	
Dare (no longer active)	
Rutledge Girls Club	500.00
Senior Citizens Center	500.00
Garden Club	500.00
Total 452.00 · DONATIONS - PARTICIPANT REC	1,500.00
454.00 · PROPERTY MAINTENANCE (triangle)	
Building & Grounds	450.00
2128 Equipment & Fuel	200.00
Softball Field	2,500.00
Triangle Park/Playground	3,500.00
Tree Removal & Trimming	0
2018 DCNR Grant Match for Triangle Park (see grant funds)	
Master Plan (see grant funds)	
Utilities - Park	600.00
Total 454.00 · PROPERTY MAINTENANCE (triangle)	7,250.00
455.00 · Tree Commission (shade trees)	500.00
457.00 · Activities Fund Expense	500.00
471.00 · PRINCIPAL- DEBT SERVICES	
BUILDING Wells Fargo Loan (payoff in 2026)	13,000.00

RUTLEDGE BOROUGH
2022 BUDGET

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PIB Road Repair Loan (payoff in 2023)	13,321.00
NEW BUILDING LOAN (payoff in 2032)	4,980.30
472.00 · INTEREST - DEBT	
BUILDING Wells Fargo Loan (payoff in 2026)	979.00
PIB Road Repair Loan (payoff in 2023)	272.00
NEW BUILDING LOAN (payoff in 2032)	2,444.49
Total 471 & 472 · DEBT SERVICES TOTAL	34,996.79
481.00 · PAYROLL TAX EXPENSE	4,000.00
Solvency Fee	85.00
484.00 · WORKERS COMP INSURANCE	2,400.00
486.00 · INSURANCE - CASUALTY & SURETY	
Automobile	875.00
Liability	2,000.00
Property & Casualty	5,000.00
Public Officials	2,500.00
Treasurer's Bond	735.00
Total 486.00 · INSURANCE - CASUALTY & SURETY	11,110.00
492.00 · INTERFUND TRANSFER - SAVINGS FUNDS	
Liquid Fuel Reimbursement	0.00
Capital Reserve New Truck	0.00
Capital Reserve Street Lights (closed 2019)	
Road Repair Reserve (closed 2019)	
Capital Reserve Fund: Emergency (\$63,000)	0.00
Capital Reserve Fund: Municipal Infrastructure (\$UPDATE)	8,000.00
Capital Reserve Fund: Project Funding (\$UPDATE)	8,000.00
TOTAL 492.00 · SAVINGS FUNDS	16,000.00
OTHER FROM OLD BUDGET	
UNEXPECTED EXPENSES OTHER	5,000.00
Total Expenses	349,502.79
Anticipated to Actual	3,172.40
Reserve Funds Used for Unexpected Expenses	
Actual	
Total Profit/Loss	
RATE	
Total Assessment	73,619,000.00
Average Mill Value (based on 323 HOUSEHOLDS)	227,922.60
1 Mill at 2% Discount	223,364.15
Gross Mills to be Billed	3.07
Net Mills Required (after 2% discount)	3.01
Required Tax Revenue (includes discount starting in 2019):	\$226,262.63

RESERVE BALANCES

Capital Reserve Fund: Emergency	\$63,000
Capital Reserve Fund: Municipal Infrastructure (2020: \$10,000 for Triangle Park Master Plan)	\$29,502

RUTLEDGE BOROUGH**2022 BUDGET**

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Capital Reserve Fund: Project Funding (2020: \$16,854 for Triangle Park DCNR Phase 1)	\$18,769
Capital Reserve New Truck	\$25,903
TOTAL	\$137,174
LOAN BALANCES AT END OF CALENDAR YEAR	
Wells Fargo Loan (payoff in 2026)	\$67,167
PIB Road Repair Loan (payoff in 2023)	\$13,110
Truck Loan (payoff in 2021)\$5057 general for 2020	\$0
NEW \$60,000 Building Loan (10 year @ 4%)	\$55,020

SEWER FUND**REVENUE****364.10 - SEWER FUND**

Sewer Fees - Current* (INCLUDES SEWER GRANT MATCH FEE)	193,000.00
Sewer Fees - Delinquent	2,000.00
Sewer Fees - Penalty	300.00
Sewer Fees - Prior	500.00
Interest Income	600.00
2020 Surplus	14,193.00
2017 PA Small Waters Grant: Relining Phase 1	0.00
2018 PA Small Waters Grant: Relining Phase 2	0.00
INCOMING	0.00

Total Income Sewer	210,593.00
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EXPENSES**430.00 - SEWER FUND EXPENSES**

CDCA * Still being finalized	203,485.00
Engineering Fees	2,500.00
General Pipe Cleaning /Repairs	2,500.00
One Call Fees for Sewer Line (new)	1,000.00
Relining Phase 1	0.00
Relining Phase 2 TOTAL	0.00
CARRY OVER COSTS FROM SEWER GRANT (2020 BUDGET # \$24,721)	0.00

Total Expenses Sewer	209,485.00
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RATE	Household Rate (338 HOUSEHOLDS)	606.98
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SPECIAL SEWER GRANT MATCH FEE (ASSESSED IN 2019 & 2020) TOTAL MATCH: \$57,262.15. Included in Sewer Fees Above

SEWER ANTICIPATED TO ACTUAL

TRASH & RECYCLING**REVENUE****364.30 - SOLID WASTE DISPOSAL (trash)**

Trash Fees - Current	146,500.00	
Trash Fees - Delinquent	1,000.00	
Trash Fees - Penalty	100.00	
Trash Fee - Prior	200.00	
354.15	Recycling	0.00

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Total Income Trash & Recycling	147,800.00

EXPENSES

427.00 · TRASH REMOVAL - SOLID WASTE

Recycling Fee	0.00
Trash Disposal Fee	33,540.00
427.00 · TRASH REMOVAL - SOLID WASTE - Hauling	65,000.00
Recycling Disposal	36,900.00
Yard Waste Disposal	12,000.00

Total Expenses Trash & Recycling	147,440.00
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RATE Household Rate (300 HOUSEHOLDS)	533.44
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TRASH ANTICIPATED TO ACTUAL

LIQUID FUELS FUND

REVENUE

State Funds

354.03 · Liquid Fuels Rebate	22,605.79
341.00 · Interest Income	175.00
Audit Refund	0.00

Total State Funds	22,780.79
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Total Income	22,780.79
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EXPENSES

434.01 · Electricity Streetlights	5,000.00
Streelight work	100.00
400.37 · Payroll Tax Expense	0.00
6335 Equipment Repairs	0.00
6115 · Automobile Expense	500.00
<i>State Gas Fund Expenses</i>	
437.02 · Truck Purchase (approximately 50% based on available funds in this category)	0.00
438.02 · Streets	
Signs Markings	250.00
432 · Snow & Ice Removal	1,000.00
438.01 · Gasoline Purchases	600.00
Engineering Work for Bidding Roadwork	2,500.00
438 · Road Maintenance	30,000.00
Total State Gas Fund Expenses	39,950.00
6560 · Payroll Expenses (salary for road related items)	

Total Expense	45,550.00
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NET BALANCE (CURRENT ACCOUNT BALANCE \$40,502)	-22,769.21
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