

**MARTINSBURG BOROUGH COUNCIL MINUTES  
BUDGET MEETING  
OCTOBER 16, 2016**

The 2018 budget workshop of the Martinsburg Borough Council was held on Monday, October 16, 2017, in the municipal building. The meeting started at 6:30 p.m. with prayer by Randy Stoltz and the Pledge of Allegiance.

**ELECTED OFFICIALS PRESENT:** Mayor Rex L. Hartman, President Connie S. Lamborn, Vice-President Douglas D. Smith, Pro-Tem Durban D. Metzler, Councilwoman Janet E. Blattenberger, Councilman P. Robert Dickson, and Councilwoman Linda K. Smith *[Ed Bennett was absent]*

In addition to the council, present were Manager Randy Stoltz, Rich Brantner, Jr., Borough Secretary/Treasurer Jane Staily, and Chief Kerry Hoover

Manager Randy Stoltz presented council with a list of the **114 W. PENN STREET FUNDING TOTALS.**

**PENN STREET FUNDING TOTALS  
“ISRP” INDUSTRIAL SITES REUSE PROGRAM**

	Grant	Out of Pocket Match	Total
1 <sup>st</sup> Award	\$14,048.00	\$4,683.00	\$18,731.00
2 <sup>nd</sup> Award	\$15,682.00	\$5,228.00	\$20,910.00
3 <sup>rd</sup> Award	\$36,119.25	\$12,039.75	\$48,159.00
<b>ISRP Grant Total</b>	<b>\$65,849.25</b>	<b>Match total \$21,950.75*</b>	<b>\$87,800.00 Total Cleanup</b>
<b>“BOS” Business in Our Sites Program</b>			
	\$81,045.00	<b>\$143,097.00*</b>	<b>\$224,142.00</b>
<b>Morrisons Cove Industrial Development</b>		<b>\$ 70,000.00*</b>	<b>\$70,000.00</b>
Loan fee		\$ 10,000.00	\$10,000.00
Appraisal fee		\$ 1,600.00	\$ 1,600.00
BOS application fee		\$ 350.00	\$ 350.00
BOS engineers fee		\$ 426.00	\$ 426.00
		<b>Fee Total \$12,376.00*</b>	<b>\$12,376.00</b>
Total Grant	\$146,894.25		
Total Match and Loans		<b>\$247,423.75**</b>	
Reduced purchase price		\$ 25,000.00	
Loan engineering/administration		\$ 13,097.00	
Total		\$209,326.00	
Project Total			<b>\$394,318.00</b>
<b>Building Cost</b>	<b>\$ 175,000.00</b>	<b>\$143,097.00 @ 2.0% not due for 5 years</b>	
<b>Match total</b>	<b>\$ 21,950.75</b>	<b>\$ 70,000.00 @ 2.5%= \$1,750.00 per year</b>	
<b>Fees total</b>	<b>\$ 12,376.00</b>	<b>\$213,097.00</b>	
<b>Borough total cost</b>	<b>\$209,326.75</b>		

**DRAFT BUDGET NO. 2018-03** was presented and reviewed in detail. The General Fund was unbalanced by -\$35,121 (\$35,121 more expenses than revenue).

MARTINSBURG BOROUGH COUNCIL MINUTES  
 OCTOBER 16, 2017 – PAGE 2

After reviewing it line by line the following **DRAFT BUDGET NO. 2018-04** was prepared. This budget portrays a tax increase from 1.871 mills to 1.934 mills to bring in an extra \$6,480 to balance the budget:

DRAFT BUDGET 2018-04	GEN FUND	ALL OTHER FUNDS	TOTAL FUNDS
Estd Bal on Hand, Jan 1, 2018:	70,498	345,853	416,351
Revenue:	<b>786,850</b>	100,782	887,632
Expenditures:	<b>786,850</b>	<u>161,554</u>	<u>948,404</u>
Estd Bal on Hand, Dec 31, 2018:	70,498	285,081	355,579

Draft Budget No. 2018-04 reflects a **2% WAGE INCREASE** for all employees that were not recently given raises in September.

*The meeting **ADJOURNED** at 8:57 p.m. on a motion by Janet Blattenberger, seconded by Doug Smith. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily  
 Borough Secretary