

MINUTES
BOROUGH COUNCIL
COMMITTEE OF THE WHOLE
Budget Discussion
October 16, 2025
6 P.M.

The Council met as Committee of the Whole at Borough Hall. The meeting was called to order. Council President requested that attendees stand, as able, for the Pledge of Allegiance. Roll call was conducted by Council President McCandless. Councilmembers present were Ms. Jordan, Ms. Johnson, Mr. Trotter, Mr. Blatt, Mr. Trabel, and Council President McCandless. Also present was Borough Manager Burkhart.

Absent was Mr. Rufe

Note: The meeting of the Committee of the Whole meeting is a public meeting and work session to discuss the Budget 2026 – and that no formal action is taken.

DISCUSSION ITEMS (NEW BUSINESS)

General Fund – A. Burkhart lead the discussion by outlining the current millage rates as compared to other communities in Lehigh County. The current millage is 10.61. There was also a review of current and anticipated fund balances for the Borough.

A. Burkhart outlined the Draft General Fund Budget for 2026. Items of note were the anticipated Real Estate Taxes for 2026 at the current level of 10.61 mill, the use of Capital Funds for projects, and the general increase of permitting fees. Total revenue is anticipated at 5,124,525.50 given the conditions of not using previous year's fund balance and keeping Real Estate Taxes at 10.61 mil. Anticipated grant revenue for 2026 includes CDBG, MTF Funding and DCNR Funding. Capital Funds being transferred in will be used for Police in car cameras, a drone, a portion of the fire truck refurbishment and a mini excavator.

A question regarding the monitoring of Mercantile Taxes was asked and discussed. It was also noted that the value of taxable properties is decreasing in the Borough and is something that will need to be fully studied.

The discussion then focused on the draft expenses for 2026 which include the addition of one police officer, continued pool operations and contracted salary increases. There was a discussion about adding some budget funds for Council Training and Meetings. It was noted that several salaries are divided between various funds. There is the addition of Contracted Services in the 2026 Budget due to the addition of bookkeeping services.

It was noted that the salary increases were all at 4.5% for 2026 for Union and Non-Union workers. There will be an increase in engineering costs in 2026 due to the volume of projects projected. It was noted under Police the budgeted figure for Part Time Officers may need to be adjusted.

The budgeted cost of the Fire Truck Refurb is being split between various funds including 150,000 from General Fund and 200,000 from Fire Fund. The cost associated with UCC Rental inspections should decrease in 2026 as the Code Enforcement Officer will be able to take on some of those tasks.

Public Works budget has been consistent over the years. There are some capital expenses included, specifically a mini excavator which will be divided between General Fund, Sewer Fund and Stormwater. There was a review of the anticipated Streets Projects and how they would be divided between funds and what grant funds are to be used for those projects.

There was a discussion of Recreation Projects, Debt Service payments, Insurance Costs and Employee Benefits.

The Liquid Fuels Fund was reviewed. It was noted that there were several projects to be paid for with Liquid Fuels in 2026. The projects include Hertzog (which will be paid through GF, Liquid Fuels and CDBG funding), Cherry Alley and Pawnee Alley.

Capital Plan (3-year) – The Capital Plan for the next three years was reviewed and projects for 2026 include fire truck refurbishment, police in car cameras, drone, mini excavator, and various street projects.

There was a discussion about increasing the millage rates for 2026 and how that would impact the revenue projections for 2026.

COUNCIL ACTION ITEMS – There were no other items for discussion.

ADJOURNMENT

There was a motion to adjourn the meeting. The motion passed

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	X		X			
Jamie Johnson			X			
Wilbert Rufe						X
Doug Trotter		X	X			
Philip Trabel			X			
Stewart McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

BOROUGH OF FOUNTAIN HILL
 ATTESTED

LEHIGH COUNTY, PENNSYLVANIA

BY: _____
 Amy Burkhart, Borough Manager

By: _____
 Stewart McCandless - President of Council

SUBMITTED BY: _____
 Amy Burkhart, Borough Manager

