



Borough of Charleroi

"THE MAGIC CITY"

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FISCAL YEAR 2023 BUDGET

Ordinance 1038 of 2022
Adopted 14 December 2022

Gregg Doerfler, Mayor
Paul Pivovarnik, Council President
Joseph Smith, Council Vice President
Nancy Ellis, Councilmember
Jerry Jericho, Councilmember
Larry Celaschi, Councilmember
Randy DiPiazza, Councilmember
Frank Pattera, Councilmember

From the Office of the Manager

The budget establishes the financial direction of the Borough, reflects program and policy decisions, departmental activities, and community priorities; all of which, impact the long-term stability, viability, and vitality of the community. Developing a realistic budget is the result of *working together* with our residents, business owners, community partners, department heads, Mayor, and Council through a rigorous process requiring compromises, and adaptation to our ever-evolving situation. As Charleroi strives for more transparency, the Borough held a series of public budget hearings/workshops in addition to discussions during regularly scheduled public meetings.

How did we get to our current state? In this post-pandemic world, coupled with inflation, inherited local budgets and financial decisions over the course of time, the Borough met this year with challenges. While Mayor and Council entered the 2022 fiscal year with a “balanced budget,” unfunded obligations amounting to approximately \$478,000 were not factored into the budget including paving of streets, purchase of a backhoe, bringing Charleroi up to date and closer to MS4 compliance, among others. Unfunded 2022 obligations were also noted in the **2021 Auditor’s Report** (ref. Page 08 – FY2021 Auditor-Management Letter), per **Mr. Mark Turnley, CPA**:

“As part of our review of ‘subsequent events’ that may impact the financial position of the Borough, we review the profit and loss budget versus actual report in the subsequent year through the latest date available. I reviewed this report basically through August 31, 2022 and noted the following expenditures items that appear to be significantly overbudget that may ultimately impact the Borough’s available fund balance carried forward into calendar year 2023, and may impact the Borough’s decision as to the appropriate real estate tax millage to be assessed for calendar year 2023.”

Concurrently, anomalous budgeting in past year(s), further contributed to discrepancies in the actual financial picture versus what’s “on paper.” This exacerbated the true state of fiscal affairs as various funds were used to cover cashflow, unfunded obligations, and shortfalls. “Savings” and reserve funds have been eroded as the budgeted revenues and expenditures do not accurately reflect the current state of the Borough, budgetary necessities, or local economics. With such a shortfall from the date of adoption, coupled with a “cascading effect” from past year(s), **the 2022 budget could reach a deficit *exceeding \$1 Million*.**

Vision and Moving Forward from the Past. Mayor, Council, and the Administration remain focused, committed, and working together, to address the overarching goals and objectives:

- Stabilize the finances and slowly rebuild reserves as recommended by our auditor
- Invest back into our community to support:
 - New, or Expansion of, Businesses including job creation
 - Improved quality of life and safety in our neighborhoods and downtown
 - Recreational amenities for families, seniors, and children
 - Infrastructure to support current needs and future growth
- Use grants, other financial instruments, and community partners to “stretch” the taxpayers’ dollars to do more in our community
- Enhance public safety, fire and emergency response services
- Ensure stable administration for the consistent, focused, and long-term achievable success of Charleroi for future generations; and,

- Position Charleroi with competitive advantages to serve as a leader of the Mon Valley

Most of the Municipality's revenues are received through the General Fund. This includes real estate taxes, earned income tax, Act 511, business and mercantile taxes. Line items are used to delineate all revenues and expenditures for each municipal department and division. To meet goals, Charleroi needs to generate additional and new revenue for its vitality and fiscal solvency in the Mon Valley of the future.

The FY2023 budget proposes the tax rate to be set at 12.85 mills. One (1) mill generates approximately \$120,653 in revenue. While nobody “wants” to raise taxes, few options remain to merely meet “barebones,” and Borough Council may have to make hard and unpopular decisions as we look into 2023 and beyond. At the same time, Mayor, Council, and the Administration will continue to explore other avenues for the borough’s financial solvency as, ultimately, a **goal is to reduce taxes in the future.**

At the same time, in addition to the daily operations and fiscal oversight, the administration outlined several of its objectives for Fiscal Year 2023 including:

- Create and/or update Human Resources Policies, Procedures, SOP, and so forth – *Our goal is to secure an LGA grant to hire an intern to assist with some of these efforts*
- Work with our partners on the following projects:
 - Route 88 / CMAQ Downtown Signalization Upgrades
 - MS4 Compliance
 - Crest and Woodland Parks Reimagined
 - Market House Expansion
 - NPP (Tax Credit) Implementation
 - Others as opportunities arise
 - Blight Removal and Demolition
- Form a “business association” / “main street” program
 - Develop programming to attract people downtown such as re-establishing a farmer’s market
 - Share resources to keep downtown clean and looking vibrant
 - Explore developing a business “accelerator” supportive of the regional economy
- Promote and represent Charleroi regionally, and develop strategic relationships to attract new investment, businesses, and other resources
- Strengthen the operations and workflow of the code enforcement department to promote more effectiveness and efficiency – *This includes our PT Code Officer becoming IPMC Certified*
- Crosstrain office staff to ensure a continuum of service
- Realign some borough priorities to coincide with certain recommendations within the STMP (EIP) report and Mon Valley comprehensive plan
- Develop, enhance, and advocate grant proposals, other financial instruments, programs, projects, and partnerships
- Start a migration of operations, processes, and records to an electronic platform

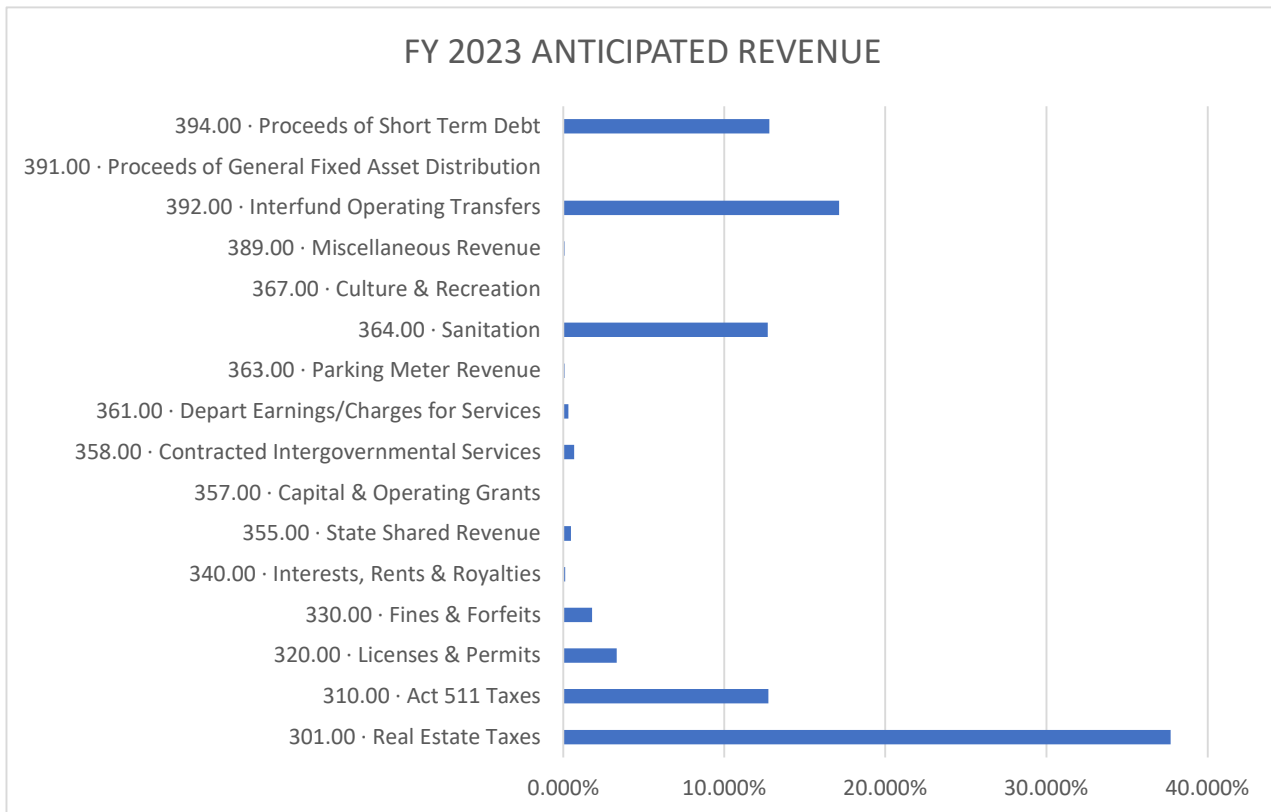
THE FUTURE IS BRIGHT FOR CHARLEROI! BY WORKING TOGETHER, WE CAN OVERCOME THIS ROUGH PATCH.

Matthew D. Staniszewski, MBA, EDFP
 Charleroi Manager / Chief Operating Officer / Chief of Administration

FY 2023 SUMMARY OF ANTICIPATED REVENUE

		%
301.00 · Real Estate Taxes	\$ 1,474,340	37.718%
310.00 · Act 511 Taxes	\$ 498,250	12.747%
320.00 · Licenses & Permits	\$ 129,500	3.313%
330.00 · Fines & Forfeits	\$ 70,200	1.796%
340.00 · Interests, Rents & Royalties	\$ 4,600	0.118%
355.00 · State Shared Revenue	\$ 18,500	0.473%
357.00 · Capital & Operating Grants	\$ -	0.000%
358.00 · Contracted Intergovernmental Services	\$ 26,510	0.678%
361.00 · Depart Earnings/Charges for Services	\$ 12,900	0.330%
363.00 · Parking Meter Revenue	\$ 3,500	0.090%
364.00 · Sanitation	\$ 496,400	12.700%
367.00 · Culture & Recreation	\$ 1,000	0.026%
389.00 · Miscellaneous Revenue	\$ 3,100	0.079%
392.00 · Interfund Operating Transfers	\$ 670,000	17.141%
391.00 · Proceeds of General Fixed Asset Distribution	\$ -	0.000%
394.00 · Proceeds of Short Term Debt	\$ 500,000	12.792%

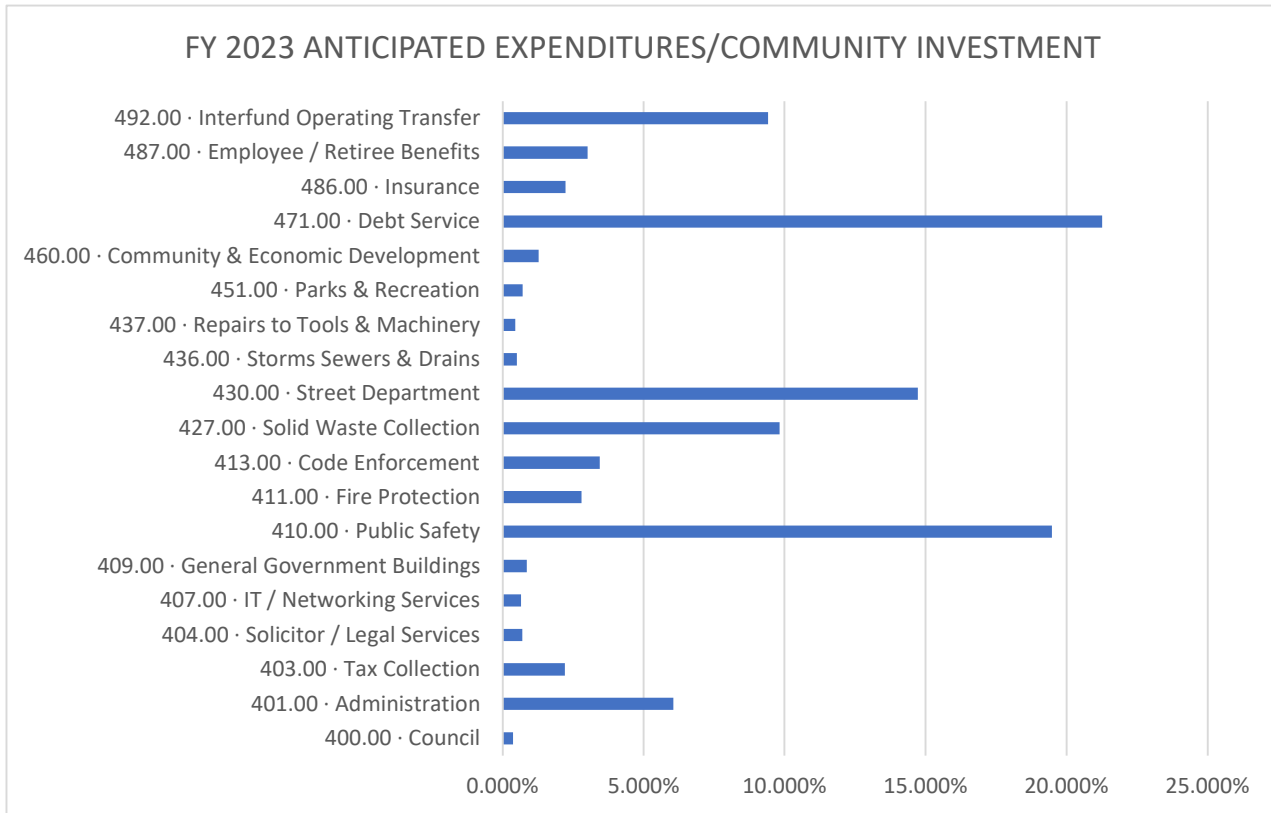
TOTAL: \$ 3,908,800



FY 2023 SUMMARY OF ANTICIPATED EXPENDITURES/INVESTMENTS

		%
400.00 · Council	\$ 14,381	0.368%
401.00 · Administration	\$ 236,546	6.052%
403.00 · Tax Collection	\$ 86,152	2.204%
404.00 · Solicitor / Legal Services	\$ 27,500	0.704%
407.00 · IT / Networking Services	\$ 25,500	0.652%
409.00 · General Government Buildings	\$ 33,500	0.857%
410.00 · Public Safety	\$ 761,565	19.483%
411.00 · Fire Protection	\$ 109,210	2.794%
413.00 · Code Enforcement	\$ 134,547	3.442%
427.00 · Solid Waste Collection	\$ 384,000	9.824%
430.00 · Street Department	\$ 575,635	14.727%
436.00 · Storms Sewers & Drains	\$ 20,000	0.512%
437.00 · Repairs to Tools & Machinery	\$ 17,500	0.448%
451.00 · Parks & Recreation	\$ 28,000	0.716%
460.00 · Community & Economic Development	\$ 50,000	1.279%
471.00 · Debt Service	\$ 831,340	21.268%
486.00 · Insurance	\$ 87,400	2.236%
487.00 · Employee / Retiree Benefits	\$ 117,950	3.018%
492.00 · Interfund Operating Transfer	\$ 368,074	9.417%

TOTAL: \$ 3,908,800



**BOROUGH OF CHARLEROI, PENNSYLVANIA
FY2023 BUDGET**

BUDGET

Ordinary Income/Expense

Income

301.00 · Real Estate Taxes	
301.10 · Real Estate Current	1,364,340
301.20 · Real Estate Delinquent	110,000
Total 301.00 · Real Estate Taxes	1,474,340
310.00 · Act 511 Taxes	
310.01 · Per Capita - Current	2,250
310.02 · Per Capita - Prior Year	500
310.10 · Real Estate Transfer Tax	34,000
310.21 · Earned Income - Current	230,000
310.23 · Earned Income - Delinquent	60,000
310.31 · Mercantile Tax	40,000
310.36 · Business Privilege Tax	35,000
310.50 · Local Service Tax	90,000
310.70 · Mechanical Device	6,500
Total 310.00 · Act 511 Taxes	498,250
320.00 · Licenses & Permits	
320.20 · Sign Permits	3,000
320.35 · Dumpster Fee	100
320.40 · Street Openings	15,000
320.45 · Business Registration Fee	100
320.50 · Building Permits	15,000
320.61 · Transient Retailer Permit	2,500
320.62 · Occupancy Permit	10,000
320.63 · Zoning Permit	1,000
320.64 · Reclamation Fee	100
320.65 · Vacant Property Registration	100
320.70 · Rental License Fee #986	20,000
320.80 · Cable Franchise Fees	62,500
320.99 · Miscellaneous Permits & Fees	100
Total 320.00 · Licenses & Permits	129,500
330.00 · Fines & Forfeits	
330.10 · Magistrate MV Fines	11,000
330.12 · Code Ordinance Violations	12,500
330.15 · Magistrate Crimes	20,000
330.30 · Sweeper Violation Ticket	14,000
330.31 · Magistrate Sanitation Violations	7,500
330.32 · Magistrate Stormwater Violations	4,000
330.40 · State Police Fines	1,000
330.60 · Code Violation Ticketing	100
330.99 · Miscellaneous Fines & Forfeits	100
	100

BUDGET

Total 330.00 · Fines & Forfeits	70,200
340.00 · Interests, Rents & Royalties	
340.00 · Interest Earnings	500
340.46 · Office Rent	4,000
340.49 · Royalties	100
Total 340.00 · Interests, Rents & Royalties	<u>4,600</u>
355.00 · State Shared Revenue	
355.01 · PURTA Tax	1,000
355.04 · PLCB Alcoholic Beverage Tax	1,000
355.14 · Fire Relief Distribution	16,500
Total 355.00 · State Shared Revenue	<u>18,500</u>
357.00 · Capital & Operating Grants	
357.01 · General Government	0
357.02 · Public Safety	0
357.03 · Public Works	0
357.04 · Parks & Recreation	0
357.05 · Code Enforcement	0
357.25 · Community & Economic Development	0
357.99 · Miscellaneous Grants	0
Total 357.00 · Capital & Operating Grants	<u>0</u>
358.00 · Contracted Intergovernmental Services	
358.11 · Fire Service	12,910
358.30 · Snow Removal PENNDOT	9,500
358.50 · School Guards	4,000
358.99 · Miscellaneous Payments	100
Total 358.00 · Contracted Intergovernmental Services	<u>26,510</u>
361.00 · Depart Earnings/Charges for Services	
361.10 · No Lien Letters/Tax Certifications	10,000
361.11 · Dye Test Fees	2,500
361.50 · Sale of Maps and Publications	100
361.70 · Reproduction of Documents	100
361.75 · Municipal Service PILOT	100
361.99 · Miscellaneous Earnings	100
Total 361.00 · Depart Earnings/Charges for Services	<u>12,900</u>
363.00 · Parking Meter Revenue	
363.20 · Parking Meter - Fallowfield Ave	0
363.21 · Parking - McKean Ave	0
363.23 · Parking 6th St Plaza - Regos	0
363.24 · Parking Plaza - Price	0
363.26 · Parking Stalls & Lots	3,500
363.27 · Parking - Magic City	0
363.28 · Parking Lot - Santoni's	0
363.29 · Parking Lot - St. Jerome's	0
363.30 · Parking Lot - Town Casual	0

	<u>BUDGET</u>
363.31 · Parking Lot - S.S. Office	0
Total 363.00 · Parking Meter Revenue	<u>3,500</u>
364.00 · Sanitation	
364.30 · Sanitation - Current	446,400
364.31 · Sanitation - Prior Year	50,000
Total 364.00 · Sanitation	<u>496,400</u>
367.00 · Culture & Recreation	
367.10 · Recreation Donation	1,000
Total 367.00 · Culture & Recreation	<u>1,000</u>
389.00 · Miscellaneous Revenue	
389.10 · Misc Revenues Admin	100
389.21 · Workers Comp Reimbursement	0
389.23 · Insurance Recovery-ADMIN	3,000
Total 389.00 · Miscellaneous Revenue	<u>3,100</u>
392.00 · Interfund Operating Transfers	
392.06 · Transfer from Water & Sewer Fund	120,000
392.23 · Transfer from PENNVEST Fund	300,000
392.33 · Transfer from Act 13 / Impact Fee	60,000
392.34 · Transfer from Local Share Account / Gaming	90,000
392.35 · Transfer from Liquid Fuels	100,000
Total 392.00 · Interfund Operating Transfers	<u>670,000</u>
391.00 · Proceeds of General Fixed Asset Distribution	
391.10 · Sales of General Fixed Assets	0
Total 391.00 · Proceeds of General Fixed Asset Distribution	<u>0</u>
394.00 · Proceeds of Short Term Debt	
394.10 · Tax Anticipation Loan	500,000
Total 394.00 · Proceeds of Short Term Debt	<u>500,000</u>
Total Income	<u>3,908,800</u>
Gross Profit	3,908,800
Expense	
400.00 · Council	
400.10 · Council / Mayor Salary	12,600
400.25 · FICA	781
400.35 · Borough Association	500
400.45 · Seminars	500
Total 400.00 · Council	<u>14,381</u>
401.00 · Administration	
401.11 · Internship	5,000
401.12 · Office Wages	150,393
401.24 · FICA	9,324
401.30 · PA Unemployment	5,548
401.33 · Training / Travel	2,500
401.35 · Medicare	2,181
401.60 · Postage	7,500

	<u>BUDGET</u>
402.20 · Auditor / Accounting	5,000
405.20 · Office Supplies	5,000
405.31 · Payroll Processing	4,500
405.32 · Healthcare Fees	6,000
405.34 · Legal Notices	6,000
405.60 · Dues / Annual Fees	1,500
406.10 · Bank / Finance Fees	600
487.10 · Life Insurance	5,000
487.12 · Hospital / Dental / Vision	25,000
Total 401.00 · Administration	236,546
403.00 · Tax Collection	
403.10 · Commission Tax Collector	68,217
403.25 · FICA	4,229
403.30 · PA Unemployment	2,517
403.31 · Medicare	989
403.35 · Error & Omissions Ins & Bonds	700
403.40 · Tax Refunds	0
403.50 · Tax Collection Expenses	9,500
Total 403.00 · Tax Collection	86,152
404.00 · Solicitor / Legal Services	
404.10 · Solicitor Services	25,000
404.11 · Outside Legal Expense	2,500
Total 404.00 · Solicitor / Legal Services	27,500
407.00 · IT / Networking Services	
407.40 · Office Equipment / Copier / Fax	7,500
407.45 · Website Maintenance	1,000
407.49 · Security Cameras	4,000
407.50 · Communication Phone / Internet	13,000
Total 407.00 · IT / Networking Services	25,500
409.00 · General Government Buildings	
409.20 · Building Supplies	5,000
409.25 · Repairs and Maintenance	15,000
409.36 · Borough Building Utilities	7,500
409.37 · Market House Utilities	6,000
Total 409.00 · General Government Buildings	33,500
410.00 · Public Safety	
410.10 · School Guards	5,000
410.25 · FICA	310
410.30 · PA Unemployment	0
410.31 · NT & TR Fines	31,000
410.32 · Payment to Regional Police	718,055
410.40 · Supplies	0
410.70 · Animal Control	7,200
487.20 · Life Insurance	0

BUDGET

Total 410.00 · Public Safety	761,565
411.00 · Fire Protection	
411.10 · Driver	37,911
411.25 · FICA	2,350
411.30 · PA Unemployment	1,399
411.35 · Medicare	550
411.40 · Utilities Fire Dept	15,000
411.50 · Truck Maintenance	5,000
411.55 · Hydrant Fees	8,500
411.60 · Gasoline and Oil	3,500
411.65 · Material & Supplies	2,500
411.80 · Volunteer Fire Relief Contribut	17,500
487.33 · Dental / Vision / Life	15,000
Total 411.00 · Fire Protection	<u>109,210</u>
413.00 · Code Enforcement	
413.10 · Salary	40,000
413.12 · Clerical Part Time	22,464
413.25 · FICA	3,873
413.30 · PA Unemployment	2,304
413.31 · Medicare	906
413.35 · Consulting	0
413.40 · Engineering	60,000
413.50 · Office Supplies	5,000
Total 413.00 · Code Enforcement	<u>134,547</u>
427.00 · Solid Waste Collection	
427.10 · Sanitation Collection Fee	0
427.20 · Sanitation Contract	384,000
Total 427.00 · Solid Waste Collection	<u>384,000</u>
430.00 · Street Department	
430.24 Payroll Liabilities	20,000
430.10 · Street Dept Wages	203,006
430.15 · Overtime Wages	9,000
430.20 · Part Time Wages	25,000
430.25 · FICA	14,694
430.30 · PA Unemployment	8,743
430.31 · Medicare	3,437
430.32 · Utilities	20,000
430.33 · Gasoline & Oil	12,500
430.34 · Uniform Allowance Street Dept	2,000
430.35 · Misc Services & Charges	4,000
430.70 · Capital Purchases	8,255
432.20 · Snow and Ice Removal	35,000
433.20 · Traffic Signal Repair	5,000
433.21 · Street Signs	5,000

	<u>BUDGET</u>
434.20 · Electric - Street Lighting	75,000
435.20 · Sidewalks & Crosswalks	5,000
438.20 · Maint Highways & Bridges	50,000
455.10 · Landscape Contract	0
487.32 · Medical / Vision / Dental	70,000
Total 430.00 · Street Department	575,635
436.00 · Storms Sewers & Drains	
436.10 · Storm Sewer Repairs & Maint	5,000
436.19 · Storm Water Collection Fees	7,500
436.20 · Sanitary Sewers	7,500
Total 436.00 · Storms Sewers & Drains	20,000
437.00 · Repairs to Tools & Machinery	
437.20 · Supplies / Tools / Equipment	10,000
437.21 · Repairs	5,000
437.22 · Borough Garage	2,500
Total 437.00 · Repairs to Tools & Machinery	17,500
451.00 · Parks & Recreation	
447.20 · Mid Mon Valley Transit	7,500
451.20 · Recreation Board	9,500
451.21 · Playground Maintenance & Equip	2,500
451.22 · Christmas Lights - Electric	1,500
451.23 · Library Contribution	4,000
451.24 · Fireworks Contribution	3,000
Total 451.00 · Parks & Recreation	28,000
Total 455.00 · Shade Trees	0
460.00 · Community & Economic Development	
460.37 · Land Bank	5,000
460.40 · Community Reinvestment	25,000
460.61 · Contracted Services	20,000
Total 460.00 · Community & Economic Development	50,000
471.00 · Debt Service	
471.10 · Interest - PENNVEST	49,100
471.20 · Principal - PENNVEST	255,528
471.60 · Principal - TAN	500,000
472.60 · Interest - TAN	22,000
472.41 · Interest - Washington County	35
472.51 · Principal - Washington County	4,677
Total 471.00 · Debt Service	831,340
486.00 · Insurance	
482.21 · Workers Comp - Fire Dept	15,000
484.10 · Workers Comp - Admin	20,000
484.30 · Workers Comp - Street	11,000
486.21 · Fire Truck Insurance	10,000
486.31 · Commercial Pkg Policy	31,400

BUDGET

Total 486.00 · Insurance	87,400
487.00 · Employee / Retiree Benefits	
487.13 · Retired Municipal	0
487.16 · Retired Life Insurance/Admin	950
487.18 · Retired Hospitalization/Admin	18,000
487.40 · Retired Life Insurance/Police	3,000
487.42 · Retired Hospitalization/Police	30,000
487.50 · Retired Life Insurance/Street	1,000
487.51 · Retired Hospitalization/Street	65,000
Total 487.00 · Employee / Retiree Benefits	117,950
492.00 · Interfund Operating Transfer	
492.30 · Interfund Transfer Out	125,000
492.31 · Capital Improvement Projects	243,074
Total 492.00 · Interfund Operating Transfer	368,074
Total Expense	3,908,800
Net Ordinary Income	0
	0

CAPITAL IMPROVEMENT FY 2023 BUDGET

The following is derived from the comprehensive five-year capital improvement DRAFT plan on the following page. It should be noted this draft plan is an organic document subject to revisions and changes at any time. This does not include an interfund transfer for reserves pursuant to the auditor's FY2021 report.

Market House	\$	30,000
Public Works Garage MS4 Compliance	\$	38,379
Davies Ford (8 th and Bosson Way) Drainage	\$	50,000
MS4 Engineering	\$	19,695
MS4 River Restoration	\$	100,000
MS4 Inlet Filters	\$	<u>5,000</u>
TOTAL	\$	243,074

BOROUGH OF CHARLEROI - CAPITAL IMPROVEMENT PLAN - DRAFT REV. 110222

	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026	Proposed 2027
Parks and Recreation					
Woodland Ave Playground Pavilion (CDBG FUNDED)					
Crest & 8th Playground Pavilion (CDBG FUNDED)					
Market House Upgrades	\$ 141,135.00				
Subtotal	\$ 141,135.00	\$ -	\$ -	\$ -	\$ -
Code Enforcement					
CivicWorks Software (Code, Zoning, Permitting)		\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
Vehicle				\$ 40,000.00	
Subtotal	\$ -	\$ 26,000.00	\$ 26,000.00	\$ 66,000.00	\$ 26,000.00
Public Works					
Garage Door Replacement	\$ 3,879.00				
MS4 - Double Containment Fuel Tank	\$ 2,000.00				
MS4 - CCTV PW Bldg	\$ 500.00				
MS4 - Floor Drain Connections	\$ 32,000.00				
Street Signage	\$ 10,000.00	\$ 10,000.00			
Subtotal	\$ 48,379.00	\$ 10,000.00	\$ -	\$ -	\$ -
Parking Department					
Parking Kiosks / Meter Feeder				\$ 100,000.00	
"Subway" Parking Lot	\$ -	\$ 7,500.00			
Subtotal		\$ 7,500.00	\$ -	\$ -	\$ -
Police Department					
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Department					
750 Gallon Fire Engine (Replace 1964)			\$ 750,000.00		
Subtotal	\$ -	\$ -	\$ 750,000.00	\$ -	\$ -
Community & Economic Development					
Property Acquisition	\$ 25,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Demolition	\$ 50,000.00	\$ 75,000.00	\$ 100,000.00	\$ 125,000.00	\$ 150,000.00
Grant Match	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Capital Campaign / Reserves	\$ 125,000.00	\$ 125,000.00	\$ 150,000.00	\$ 175,000.00	\$ 200,000.00
Subtotal	\$ 300,000.00	\$ 350,000.00	\$ 400,000.00	\$ 450,000.00	\$ 500,000.00
Citywide					
Paving Project			\$ 300,000.00	\$ 400,000.00	\$ 400,000.00
Inlet Project					
Council Chambers Renovation	\$ 26,715.00				
Office Technology Upgrades	\$ 5,000.00	\$ 10,000.00			
Pavement Management Plan (Engineers)		\$ 30,000.00			
Davies Ford (8th & Bosson Way) Drainage	\$ 50,000.00				
MS4 - Engineering (Inspections, Reports)	\$ 19,695.00				
MS4 - Rain Gardens (3)	\$ -	\$ 194,740.00	\$ 194,740.00	\$ 194,740.00	
MS4 - River Restoration (2)	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	
MS4 - Inlet Filters	\$ 5,000.00				
Subtotal	\$ 206,410.00	\$ 234,740.00	\$ 594,740.00	\$ 594,740.00	\$ 400,000.00
TOTAL	\$ 695,924.00	\$ 628,240.00	\$ 1,770,740.00	\$ 1,110,740.00	\$ 926,000.00

BOROUGH OF CHARLEROI
RESOLUTION 22 OF 2022: ATTACHMENT 'A' - FY2023 FEE SCHEDULE

Each violation constitutes a separate offense. Each day that a violation continues beyond the date fixed for compliance shall constitute an additional separate offense. Fees, violations, permitting, licensing, etc shall be subject to any and all local ordinances, state law, additional fines and penalties, and QOL ticketing. All other fees and penalties not specifically listed herein shall remain the same in full force and effect

	<u>FY23 RATES</u>
AMUSEMENT LICENSES	
Bingo (annual)	\$ 25.00
Bowling Alley (per alley, per lane)	\$ 25.00
Mechanical Games of Chance	\$ 400.00
Jukebox	\$ 175.00
Pool Table	\$ 150.00
Skating Rink	\$ 150.00
BUSINESS & MERCANTILE REGISTRATION	
Mercantile License Administrative Registration Fee	\$ 25.00
Business Annual Registration	\$ 125.00
Replacement Licensing	\$ 125.00
Penalty (by due date)	\$ 15.00 Every seven (7) days
PEDDLING / SOLICITING / TRANSIENT RETAIL	
Peddling	
Daily	\$ 30.00
Weekly	\$ 125.00
Monthly	\$ 350.00
Semiannual	\$ 750.00
Soliciting	
Daily	\$ 55.00
Weekly	\$ 375.00
Monthly	\$ 750.00
Semiannual	\$ 3,000.00
Transient Retail	
Daily	\$ 20.00
Semiannual	\$ 3,000.00
OCCUPANCY LICENSING / RENTAL REGISTRATION	
Residential	
2 to 4 Units	SFR \$80.00
5 or more Units	\$ 125.00
Commercial (per premise)	\$ 125.00 + \$15 / unit
Annual Rental Registration	\$ 150.00
1 to 2 Units	\$ 55.00 Each
3 or More Units	\$ 55.00 + \$10 / unit
Additional Registration Penalties after due date	\$ 5.00 Per Unit / Per Day

BUILDING PERMITS

Residential (New)	\$ 50.00 + \$0.25/sq GFA
Residential (Repairs)	1.5% of Total Cost (min. \$60)
Utility / Misc (ex. Fences)	1.5% of Total Cost (min. \$60)
Commercial	BIU Contracted Rate + \$25
State Fee	\$ 4.50

GRADING / EXCAVATING

Residential	\$ 75.00
Commercial	\$ 125.00

SIGN PERMITS

Annual Fee	\$ 20.00 For First Sign
	\$ 10.00 For each additional
Intallation	5% of the Total Cost

ZONING

Certificate Issuance	\$ 50.00
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DUMPSTER / SOLID WASTE

Annual Solid Waste Residential Rate	\$ 279.00
Payment Late Fee	\$ 25.00 Each Thirty Days Late
Temporary Dumpster Placement	\$ 15.00 Per Day (1st 5 Days)
	\$ 25.00 Per Day thereafter
Commercial "Permanent" Dumpster Fee	\$ 100.00 Annually

MUNICIPAL LIEN LETTER

Lien Letter **also requires a Dye Test	\$ 75.00
Expedited Lien Letter **also requires a Dye Test	\$ 100.00
Dye Test	\$ 250.00
Expedited Dye Test	\$ 350.00

SIDEWALK DISPLAY FEE

Annual Fee	\$ 75.00 Per Display
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SEWAGE TAPPING FEE

Single Property	\$ 1,000.00 Per Property
Subdivisions	
Up to five Lots	\$ 200.00
More than five lots	\$ 50.00 Per Lot

MARKET HOUSE RENTAL

Non-Profit (Non-Refundable Fee)	\$ 50.00
Other than Non-Profit (Non-Refundable Fee)	\$ 75.00
Security Deposit (Refundable pending requirements)	\$ 150.00

STREET / SIDEWALK OPENING

Local Road		
5' x 5' Opening	\$ 300.00	
	\$ 15.00	Per Additional Sq Ft.
State Road		
5' x 5' Opening	\$ 550.00	
	\$ 15.00	Per Additional Sq Ft.
	**Property Owner, Contractor, or Developer is responsible for state HOP and all costs	
Pipe Laying		
Initial Permit	\$ 250.00	
Per foot up to 100 Feet	\$ 10.00	
Each Additional Foot (beyond 100 Feet)	\$ 3.00	
Hole in Street greater than 3"	\$ 275.00	

FUNCTIONAL DOORS AND WINDOWS

Per each non-compliant item identified per property	\$ 500.00	Min. Citation / Day
	\$ 1,000.00	Max. Citation / Day
	+ any and all QOL ticketing	

FORECLOSED PROPERTY REGISTRATION

Semi-Annual	\$ 300.00
Penalty per each 30 days	10% Compounded Monthly

VACANT PROPERTY REGISTRATION

Less than one year certified by owner	No Fee
1 Year to less than 2 Years (2 Units)	\$ 250.00
3 or more Units	\$ 500.00
2 Years to less than 3 Years (2 Units)	\$ 500.00
3 or more Units	\$ 1,000.00
3 Years to less than 5 Years (2 Units)	\$ 1,000.00
3 or more Units	\$ 2,000.00
5 Years to less than 10 Years (2 Units)	\$ 2,000.00
3 or more Units	\$ 3,500.00
10 Years or More (2 Units)	\$ 3,500.00 + \$1000/per year > 10
3 or more Units	\$ 5,000.00 + \$1500/per year > 10

DEMOLITION PERMITS

Total Cost of Demolition	
\$0 - \$15,000	\$ 250.00
\$15,001 - \$25,000	\$ 350.00
\$25,001 - \$50,000	\$ 500.00
>= \$50,001	\$ 750.00

QOL TICKETING

1st Offense (within 90 days)	\$ 25.00
2nd Offense (within 90 days)	\$ 50.00
3rd and subsequent Offenses (within 90 days)	\$ 100.00

ADMINISTRATION (OTHER)

Photocopy (Black and White)	\$	0.25	Per Page
Scanning (Black and White)	\$	0.15	Per Page
Fax Charges			
First Page	\$	2.00	Per Page
Subsequent Pages	\$	1.00	Per Page
Postage			Current Market Rate
NSF fee for checks	\$	35.00	

RESEARCH, REVIEW, & REPORT/REQUEST PREPARATION

A. The first thirty (30) minutes of new research shall be without charge, excluding other charges that may be otherwise specified, such as photocopying.

B. After the expiration of the above thirty (30) minutes or for the update of previously developed reports, staff may be available for a fee of ninety percent (90%) of the hourly compensation rate for the employee(s) preparing this research for the first two (2) hours. The rate shall be at one hundred percent (100%) of the hourly compensation thereafter for each employee(s). The Borough may agree to negotiate the total fees for extensive research, review or report preparations.

C. A person wishing to review municipal records, files or reports may be required to file a deposit with the Borough. This fee for the estimated research review or report processing shall be estimated by the Borough Manager, or designee, and paid to the municipality prior to the requested work by the Borough being initiated except as noted as above.

D. Persons desiring the above types of reports may not be permitted direct access to the specific files they request. The information may be retrieved by the specific party responsible for the records' safekeeping and charged accordingly. If a person is permitted to review existing originals or Borough records, documents, permits or files, this person must be accompanied by a responsible Borough employee at all times and charged accordingly.