



# Smithfield Township 2023 Final Budget

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The Smithfield Township Board of Supervisors are pleased to present the 2023 Final Budget as shown below. This budget sets forth the financial plan for our township during the next twelve months, addresses challenges, and makes improvements to the township that will last for years to come. It reflects the township's commitment to maintain roads, improve infrastructure, manage growth effectively, and build a sustainable future – all while being transparent, accountable, and fiscally responsible.

### **Fund Types**

The budget consists of the General Fund, Liquid Fuels Fund, Escrow Fees Fund, and Capital Improvements/Grants Fund. The General Fund is the main operating fund for the township, used for all activities not noted specifically in another fund. The General Fund is funded primarily by property taxes, earned income taxes, and other smaller revenue sources.

Liquid Fuels funds are provided by the state to help maintain roads, and some municipalities use this as their complete road maintenance budget. Our township realizes that these funds are not enough to cover our road maintenance costs and allocates additional dollars from the General Fund to ensure proper maintenance of our fifty-four miles of roads.

The Escrow Fees Fund is a fiduciary fund that holds the money the township receives for new septic, land development, and conditional use hearings to utilize for legal and engineering bills.

The Capital Improvements/Grants Fund is a new fund developed to better plan for maintenance and development of the Township's assets. This fund's revenue comes from the General Fund or from grants as we set aside dollars to replace vehicles, improve parks, and ensure the township continues to thrive without the need to take on additional debt.

### **Taxes**

The township's property tax rate for 2023 is 1.325 mills. This is an increase from .8 mills in 2022. As the township strives to keep the tax burden as low as feasible, Smithfield Township's 2023 tax rate is lower than 14 of the 20 municipalities in Monroe County.

At 1.325 mills, on a home worth \$200,000, the municipal property tax is \$265.  
( $\$200,000 \times .001325 = \$265$ )

### **Investments**

The Township is making historic investments in our infrastructure and is finally fiscally preparing to consistently replace failing assets and equipment in the coming years. This is the second structurally balanced budget the township has consecutively passed, setting Smithfield on a path of fiscal success. The township plans to develop a capital improvement plan, which will ensure the financial success of the township for years to come.

The budget increases our public works funding to account for increasing maintenance costs and inflation, as well as providing a 10% increase in funds for road paving. Fire & EMS services are vital to the township, and the budget increases contributions to ensure these necessities can be of service to our residents in any time of need.

The Township is currently managing seventeen grants worth over \$2,000,000 for a variety of projects related to the development of Marshalls Falls Park, Waterfront Wellness Park, and other public works and planning activities. The township continues to aggressively seek out grant funding to supplement amenity development and public works needs within the township.

This budget replaces worn-out picnic tables and benches in our parks to keep them functional for our residents and upgrades public works vehicles that are at end-of-life.

This year the township is investing in an interactive zoning map to make determining what is allowable on parcels easier. The township is also adopting an immediate codification process to make ordinances more accessible.

### **Township Goals**

The Supervisors strive to make Smithfield Township the best place to live, work, and explore the outdoors. The township constantly strives to make its activities and parks more accessible to residents and interested parties. Revamping the website and enacting the permanent streaming of meetings allows residents access to township business online from anywhere.

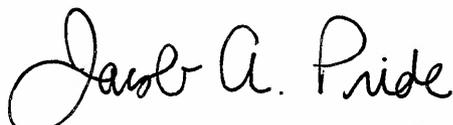
Marshalls Falls Park is on track to finally open this year, and the township looks forward to repaving more roads and replacing worn-out equipment to ensure services continue to improve. Additional community events are budgeted for this year.

For questions on the budget, please email the Budget & Finance Manager, [Lucas@SmithfieldTownship.com](mailto:Lucas@SmithfieldTownship.com).

For other questions or interest in working with the township, please email the Township Manager, [Julia@SmithfieldTownship.com](mailto:Julia@SmithfieldTownship.com).

### **Thank You**

The Supervisors would like to thank everyone who contributes to the success of Smithfield Township as we continue to grow and recover from the pandemic. Our clean air, pristine water, growing businesses, and caring neighborhoods are all thanks to our hard-working residents.



Chairman, Board of Supervisors



Vice Chairman, Board of Supervisors

Smithfield Township General Fund	
2023 Budget	
	2023 Budget
Revenues	
301.100 · R/E Taxes - Current Year	\$ 833,539.47
301.200 · R/E Taxes - Prior Year	\$ 1,000.00
301.400 · R/E Taxes - Delinquent	\$ 10,000.00
301.600 · R/E Taxes - Interim	\$ 250.00
310.100 · Real Estate Transfer Taxes	\$ 245,000.00
310.210 · Earned Income Taxes-Current Yr	\$ 880,000.00
310.500 · LST (OPT) Tax Current Year	\$ 150,000.00
320.000 · Zoning/Building Permits	\$ 37,500.00
320.001 · Licenses & Permits-Signs	\$ 250.00
320.002 · License & Permits - SEPTIC	\$ -
320.003 · Licenses & Permits - Yard Sale	\$ -
320.004 · License & Permits - Temp Signs	\$ -
320.005 · License & Permits - Well Permit	\$ 500.00
320.006 · Licenses&Permits-Special Event	\$ -
320.008 · License & Permits-St Encroachme	\$ 100.00
321.800 · Cable TV Revenues	\$ 112,500.00
331.100 · Local District Justice Fines	\$ -
331.130 · State Police Fines	\$ -
341.000 · Interest Income	
341.010 · Interest Income - Checking	\$ 1,000.00
341.000 · Interest Income - Other	\$ -
Total 341.000 · Interest Income	\$ 1,000.00
342.200 · Rental Income 1st Floor	\$ 40,125.00
354.026 · Grant - Phase 1 Waterfront Well. Park - Fish. Pier, DCED GTRP	\$ 72,000.00
354.150 · Grant - Recycling Grant	\$ 5,000.00
354.600 · Grant - Phase 2 Waterfront Well. Park - Gazebo, DCNR C2P2	\$ 104,000.00
354.700 · Grant - Phase 2 Marshall Falls - DCED LSA	\$ 240,000.00
354.091 · Grant - Rivers Edge Bike Park - Master Plan	\$ 25,000.00
354.031 · Grant - Act 101 Section 902 2021 Leaf Truck	\$ 187,000.00
354.071 · Grant - Phase 1 Marshall Falls - DCNR, Grant Round 23	\$ 90,000.00
354.072 · Grant - Phase 1 Marshall Falls - DCED	\$ 219,000.00
354.073 · Grant - Phase 2 Marshall Falls - DCED GTRP	\$ 100,000.00
354.074 · Grant - Phase 2 Marshall Falls - DCNR C2P2, Grant Round 28	\$ 285,000.00
354.075 · Grant - Phase 1 Marshall Falls - DCNR C2P2 Addendum	\$ 45,000.00
355.010 · PURTA Annual Reimbursement	\$ 1,500.00
355.040 · Alcoholic Bvg - Liquor Licenses	\$ 1,200.00
355.050 · Pension Fund Reimbursement	\$ 54,400.00
355.070 · Foreign Fire Ins Reimbursement	\$ 53,000.00
357.040 · Grant - Be Kind - Community Gardens	\$ 2,300.00
357.041 · Grant - 1% for Nature, recepticles	\$ 3,500.00
359.000 · Payment in Lieu of Taxes	\$ -
361.300 · Subdivision & Land Dev Fees	\$ 3,500.00
361.340 · Public Hearing Application Fees	

	361.341 · Zoning Public Hearing App Fees	\$ 1,500.00
	361.340 · Public Hearing Application Fees - Other	\$ -
	Total 361.340 · Public Hearing Application Fees	\$ 1,500.00
	361.500 · Sale of Copies, etc.	\$ -
	362.200 · Reimbursements for Fire Co Insurance	\$ 35,000.00
	364.100 · Sewer Authority Charges For Svc	\$ -
	364.990 · Township Cleanup Receipts	\$ 6,000.00
	367.200 · Reimbursements for Reg Parks	\$ -
	387.000 · Park	
	387.011 · Reimbursable Expenses	\$ 1,250.00
	387.012 · Facility Use Fees	\$ 1,500.00
	Total 387.000 · Park	\$ 2,750.00
	389.000 · Miscellaneous Revenue	\$ 1,000.00
	389.001 · Insurance Claims Payments - Damage	\$ -
	392.200 · Receipt fr. Sewer Auth. for Bond	\$ 469,650.00
	395.020 · Fund Balance Forward	\$ 1,865,773.96
	Total Revenues	\$ 6,184,838.43
Expenditures		
	400.105 · Salaries of Elected Officials	\$ 58,500.00
	400.106 · Elected Officials Stipend	\$ 7,500.00
	400.310 · General Govt Expenses	
	400.311 · Sweetwater Dam Reimb Exp	\$ 1,000.00
	400.310 · General Govt Expenses - Other	\$ 8,000.00
	Total 400.310 · General Govt Expenses	\$ 9,000.00
	400.312 · Volunteer Tax Credit	\$ 500.00
	400.460 · Seminars & Conventions	\$ 6,250.00
	401.115 · Township Manager Salary	\$ 79,500.00
	401.353 · Township Manager Bond	\$ 1,872.50
	402.110 · Treasurer	\$ 8,500.00
	402.112 · Budget & Finance Manager	\$ 70,500.00
	402.311 · Financial Admin - Apptd Auditor	\$ 17,000.00
	402.312 · Accounting Services (Other)	\$ 16,000.00
	402.317 · Quickbooks Subscription Fees	\$ 400.00
	403.100 · Transfer Tax Commissions	\$ 6,500.00
	403.105 · Tax Collector Salary	\$ 7,729.65
	403.120 · Earned Income Tax Commission	\$ 13,325.00
	403.210 · Tax Collector Supplies	\$ 2,800.00
	403.450 · Local Services Tax Commissions	\$ 2,650.00
	403.460 · Tax Collector Seminars	\$ 800.00
	404.310 · Law - Twp Solicitor	\$ 57,750.00
	404.311 · Law - Reimbursable Legal Fees	\$ 6,500.00
	404.314 · Twp Solicitor - Special	\$ 6,000.00
	404.315 · Special Atty - Labor Relations	\$ 6,500.00
	405.111 · Administrative Assistant	\$ -
	405.112 · Administrative Secretary	\$ 32,234.11
	405.113 · Office Staff Member	\$ 42,380.00
	405.115 · Stenographer - Twp Expense	\$ 1,750.00

406.210 · Office General Expense	\$ 6,750.00
406.215 · Postage Expense	\$ 1,250.00
406.216 · Petty Cash	\$ 200.00
406.217 · Document Management Expense	\$ 5,040.00
406.341 · Advert/Printing/Binding	
406.342 · Advertising	\$ 7,421.75
406.343 · Printing/Binding	\$ 500.00
Total 406.341 · Advert/Printing/Binding	\$ 7,921.75
406.353 · Financial Admin Bond Expenses	\$ 3,745.00
406.390 · Bank Service Charges	\$ 100.00
406.540 · Non-Governmental Contributions	\$ 11,000.00
407.260 · Computers & IT - Cap Purchases	\$ 7,000.00
407.300 · IT Social Media Consultant	\$ -
407.317 · Computer Maintenance (IT)	\$ 7,500.00
407.325 · Website Expenses & Supplies	\$ 3,000.00
408.313 · Township Engineer	\$ 60,000.00
408.314 · Engineer Fees - Reimbursable	\$ 7,500.00
408.31 · Septic Fees - Reimbursable	\$ 1,300.00
408.316 · Creek Water Testing	\$ 500.00
409.000 · General Government Building	
409.236 · Supplies	\$ 2,000.00
409.260 · Mun. Bldg. Minor Equipment	\$ 4,000.00
409.316 · Water Testing	\$ 750.00
409.319 · Cleaning Service	\$ 3,800.00
409.321 · Telephone	\$ 7,000.00
409.361 · Mun Bldg - Electric	\$ 11,750.00
409.367 · Trash Removal	\$ 10,500.00
409.368 · Mun Garage - Propane	\$ 12,000.00
409.373 · Mun Bldg - R&M	\$ 18,500.00
Total 409.000 · General Government Building	\$ 70,300.00
411.351 · Marshalls Creek Fire Co Equip Insurance	\$ 19,500.00
411.540 · Foreign Fire Relief Payment	\$ 53,000.00
411.541 · Fire/EMS Contributions	\$ 152,000.00
412.195 · Ambulance Corps w/comp	\$ 750.00
412.540 · Designated Ambulance Corps Contribution	\$ 7,500.00
413.454 · Bldg. Code Enforcement	\$ 800.00
414.110 · Salary of Zoning Officer	\$ 61,491.77
414.117 · Stenographer - ZHB Expense	\$ 300.00
414.239 · Misc Exp- Planning & Zoning	\$ 2,100.00
414.310 · Law-ZHB	\$ 3,250.00
415.317 · Mon. Cty. Control Center	\$ 33,712.00
422.000 · Feral Cat Spaying	\$ 300.00
426.000 · Recycling Expenses	
426.100 · Oak Grove/Compost Facility Exp	\$ 11,500.00
Total 426.000 · Recycling Expenses	\$ 11,500.00
426.300 · Grant - Recycling Grant	\$ 5,000.00
427.367 · Spring Cleanup Expense	\$ 33,000.00

429.110 · Sewage Enforcement Officer Salary	\$ 6,000.00
429.111 · Sewer Authority Admin Salary	\$ -
429.112 · Sewer Authority Clerk Salary	\$ -
430.110 · Roadmaster Salary	\$ 84,281.00
430.112 · Road Crew Salaries	\$ 358,500.00
430.231 · Highway - Gas	\$ 600.00
430.232 · Highway - Diesel Fuel	\$ 28,500.00
430.236 · Small Tools & Minor Equipment	\$ 1,000.00
430.238 · Clothing and Uniforms	\$ 13,440.00
430.239 · General Exp - Highway	\$ 1,500.00
430.240 · PA One Call System-Monthly Fee	\$ 225.00
430.245 · SHOP Materials & Supplies	\$ 5,000.00
430.270 · Vehicle Operating Expenses	\$ 1,000.00
430.327 · Hwy - Communication	\$ 2,600.00
430.331 · Employee Mileage Expense	\$ 2,100.00
430.740 · Grant - Act 101 Section 902 2021 Leaf Truck	\$ 244,000.00
433.245 · Street Signs Exp	\$ 1,100.00
433.300 · Traffic Signals	
433.370 · Traffic Signal Electric Exp	\$ 3,465.00
433.374 · Traffic Signal Repairs	\$ 10,000.00
Total 433.300 · Traffic Signals	\$ 13,465.00
437.374 · Repairs of Tools & Machinery	\$ 50,000.00
438.245 · Twp Road Maintenance	\$ 40,000.00
439.245 · Twp Roads/Bridges-Construction	\$ 169,973.28
448.363 · Water Administration	\$ 2,550.00
452.530 · Federal Entitlement - ARP Expense	
452.531 · ARP Professional Services	\$ 4,350.00
Total 452.530 · Federal Entitlement - ARP Expense	\$ 4,350.00
454.000 · Parks	
410.000 · Security Guards - Minisink & Marshalls Falls	\$ 4,250.00
454.200 · Materials & Supplies - Waterfront	\$ 1,250.00
454.201 · Materials & Supplies - Minisink	\$ 350.00
454.220 · Park Activities Expense	\$ 500.00
454.230 · Heating Oil - Waterfront Park House	\$ 1,800.00
454.320 · Telephone - Park House	\$ 450.00
454.330 · Electric - Waterfront	\$ 1,150.00
454.340 · Electric - Minisink	\$ 1,150.00
454.370 · Maintenance & Repairs - Waterfront	\$ 1,250.00
454.380 · Maintenance & Repairs - Minisink	\$ 750.00
454.440 · Trash Collection - Minisink	\$ 3,150.00
454.450 · Trash Collection - Waterfront	\$ 2,950.00
454.460 · Porta-Potties - Waterfront	\$ 850.00
454.470 · Porta-Potties - Minisink	\$ 1,950.00
454.480 · Water Testing - Waterfront	\$ 275.00
454.490 · Contracted Maintenance - Parks	\$ 20,700.00
454.600 · Capital Improvements - Waterfront	\$ -
454.701 · Capital Improvements - Minisink	\$ -

	454.800 · Capital Improvements - Marshall Falls	\$ -
	454.801 · Park Appraisals	\$ -
	454.900 · Capital Improv. - Rivers Edge	\$ -
	Total 454.000 · Parks	\$ 42,775.00
	454.115 · Park Employee Wages - Part Time	\$ 13,750.00
	454.700 · Grant - Phase 2 Marshall Falls - DCED LSA	\$ 240,000.00
	454.701 · Grant - Rivers Edge Bike Park - Master Plan	\$ 50,000.00
	454.702 · Grant - Be Kind - Community Gardens	\$ 5,000.00
	454.703 · Grant - Phase 1 Marshall Falls - DCNR Grant Round 23	\$ 70,000.00
	454.704 · Grant - Phase 1 Marshall Falls - DCED	\$ 265,000.00
	454.705 · Grant - Phase 2 Marshall Falls - DCED GTRP	\$ 100,000.00
	454.706 · Grant - Phase 2 Marshall Falls - DCNR C2P2, Grant Round 28	\$ 285,000.00
	454.707 · Grant - Phase 1 Marshall Falls - DCNR C2P2 Addendum	\$ 45,000.00
	454.708 · Grant - Marshalls Falls Additional Expenditures	\$ 100,000.00
	454.709 · Grant - Phase 1 Waterfront Well. Park - Fish. Pier, DCED GTRP	\$ 5,000.00
	471.100 · Debt Principal - G.O. Bond	\$ 665,000.00
	472.100 · Debt Int - G.O. Bond Pymt	\$ 42,072.50
	481.100 · Social Security	\$ 50,135.49
	481.200 · Medicare	\$ 11,725.23
	481.300 · Unemployment Comp. Employ Cont.	\$ 7,231.80
	483.200 · Benefits - Pension	\$ 54,400.00
	484.000 · Workers Comp Insurance	
	484.100 · Fire Co's Worker's Comp.	\$ 44,000.00
	484.000 · Workers Comp Insurance - Other	\$ 18,190.00
	Total 484.000 · Workers Comp Insurance	\$ 62,190.00
	486.100 · Gen Liab/Property Insurances	\$ 82,500.00
	486.200 · Active Assailant Insurance	\$ 3,418.65
	486.300 · Cyber Insurance	\$ 1,933.49
	486.400 · Insurance - Public Officials	\$ 12,973.75
	487.100 · Hosp., Dental, Vision Insurance	\$ 230,000.00
	488.100 · Supplemental Ins Reimb.	\$ -
	491.100 · Township Tax Refunds	\$ 500.00
	451.000 · Culture & Rec. - Community Events	\$ 2,000.00
	430.741 · Major Equipment	\$ -
	434.361 · Street Lights	\$ 5,145.00
	432.001 · Salt and Cinders	\$ 67,500.00
	439.002 · Bridge Maintenance & Repairs	\$ 1,500.00
	492.300 Transfer to Capital Improvements Fund	\$ 1,593,151.46
	Total Expenditures	\$ 6,184,838.43
	Total Revenues	\$ 6,184,838.43
	Net Change in Fund Balance:	\$ -

<b>Smithfield Township Liquid Fuels Fund</b>	
<b>2023 Budget</b>	
	2023 Budget
<b>Revenues</b>	
341.000 · Interest Income	\$ -
354.030 · State Road Maintenance	\$ 8,500.00
355.020 · Liquid Fuels Tax	\$ 283,251.72
355.030 · State Road Turnback	\$ 35,480.00
399.000 · Fund Balance Forward	\$ 2,795.00
<b>Total Revenues</b>	<b>\$ 330,026.72</b>
<b>Expenditures</b>	
430.741 · Major Equipment	\$ -
432.001 · Salt and Cinders	\$ -
433.370 · Traffic Signal Electric Expense	\$ -
433.374 · Traffic Signal Repairs	\$ -
434.361 · Street Lights	\$ -
437.374 · Repairs of Tools & Machinery	\$ -
438.001 · Road Maintenance	\$ -
439.001 · Highway Construct. & Rebuild. Projects	\$ 330,026.72
439.002 · Bridge Maintenance & Repairs	\$ -
<b>Total Expenditures</b>	<b>\$ 330,026.72</b>
<b>Net Change In Fund Balance:</b>	<b>\$ -</b>

<b>Smithfield Township Professional Escrow Fees Fund</b>	
<b>2023 Budget</b>	
	2023 Budget
<b>Revenues</b>	
361.001 · Engineer Fees - Reimbursable	\$ 67,500.00
361.002 · Legal Fees - Reimbursable	\$ 58,500.00
361.004 · Septic Fees - Reimbursable	\$ 11,700.00
<b>Total Revenues</b>	<b>\$ 137,700.00</b>
<b>Expenditures</b>	
404.311 · Legal Fees - Reimbursable	\$ 67,500.00
408.314 · Engineering Fees - Reimbursable	\$ 58,500.00
408.31 · Septic Fees - Reimbursable	\$ 11,700.00
<b>Total Expenditures</b>	<b>\$ 137,700.00</b>
<b>Net Change In Fund Balance:</b>	<b>\$ -</b>

<b>Smithfield Township Capital Improvements &amp; Grants Fund</b>	
<b>2023 Budget</b>	
	2023 Budget
<b>Revenues</b>	
392.010 · Transfer from General Fund	\$ 1,593,151.46
<b>Total Revenues</b>	<b>\$ 1,593,151.46</b>
<b>Expenditures</b>	
406.700 · General Gov Admin Capital Purchases	\$ 56,000.00
406.740 · General Gov Admin Machinery	\$ 50,000.00
409.720 · General Gov Building Improvements	\$ 18,000.00
429.700 · Wastewater Capital Purchases	\$ 100,000.00
430.740 · Public Works Machinery	\$ 300,000.00
436.720 · Storm Sewers & Drains Improvements	\$ 75,000.00
454.720 · Park Capital Improvements	\$ 17,500.00
<b>Total Expenditures</b>	<b>\$ 616,500.00</b>
<b>Net Change In Fund Balance:</b>	<b>\$ 976,651.46</b>