

# **Borough of New Salem**

**Financial Report – May 31, 2017**

*To Members of Council and Mayor:*

## **General Fund**

### ***Financial Position:***

*At May 31, 2017, the current assets of the Borough of New Salem General Fund consisted of \$263,182.63 in bank accounts.*

### ***Income and Expense:***

*During May, the Borough received \$8,023.82 in revenues and paid \$11,649.89 of expenses; netting \$(3,626.07) for the month.*

## **Sewer Fund**

### ***Financial Position:***

*At May 31, 2017, the current assets of the Borough of New Salem Sewer Fund consisted of \$669,838.37 in bank accounts.*

### ***Income and Expense:***

*During May, the Borough received \$16,059.90 in revenues and paid \$43,920.75 of expenses; netting \$(27,860.85) for the month.*

## **Highway Aid Fund**

### ***Financial Position:***

*At May 31, 2017, the current assets of the Borough of New Salem Highway Aid Fund consisted of \$16,026.87 in bank accounts.*

### ***Income and Expense:***

*During May, the Borough received \$8.84 in revenues and paid \$450.85 of expenses; netting \$(442.01) for the month.*

*The following reports are enclosed for your review:*

- 1) *May 2017 – Balance Sheet – General Fund*
- 2) *May 2017 – Profit & Loss – General Fund*
- 3) *May 2017 – Check Detail – General Fund*
- 4) *May 2017 – Balance Sheet – Sewer Fund*
- 5) *May 2017 – Profit & Loss – Sewer Fund*
- 6) *May 2017 – Check Detail – Sewer Fund*
- 7) *May 2017 – Balance Sheet – Highway Aid Fund*
- 8) *May 2017 – Profit & Loss – Highway Fund*
- 9) *May 2017 – Check Detail – Highway Fund*

*Respectfully Submitted*  
*Andrew N. Shaffer*

**General Fund New Salem Borough**  
**Balance Sheet**  
As of May 31, 2017

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	May 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>100- · Cash</b>	
109.2 Peoples Bank CD	126,460.00
100.1 · PBGR IMF GF	115,227.54
100.2 · PLGIT GEN F	21,495.09
<b>Total 100- · Cash</b>	263,182.63
<b>Total Checking/Savings</b>	263,182.63
<b>Total Current Assets</b>	263,182.63
<b>TOTAL ASSETS</b>	<b>263,182.63</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
210 · Payroll Liabilities	
211 · Social Security	248.00
213 · Medicare	58.00
217 · State Withholding	61.40
221.1 · State UC Employee	1.40
210 · Payroll Liabilities - Other	28.00
<b>Total 210 · Payroll Liabilities</b>	396.80
<b>Total Other Current Liabilities</b>	396.80
<b>Total Current Liabilities</b>	396.80
<b>Total Liabilities</b>	396.80
<b>Equity</b>	
3000 · Open Bal Equity	325,432.98
3900 · Retained Earnings	-71,350.82
Net Income	8,703.67
<b>Total Equity</b>	262,785.83
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>263,182.63</b>

**New Salem Borough - General Fund**  
**Profit & Loss**  
**May 2017**

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	May 17
<b>Income</b>	
<b>301 · REAL ESTATE TAXES</b>	
301.10 · Real Estate - Current	-12,416.67
301.20 · Real Estate - Prior	102.10
<b>Total 301 · REAL ESTATE TAXES</b>	-12,314.57
<b>310 · ACT 511 TAXES</b>	
310.10 · Real Estate Transfer Tax	1,893.54
<b>Total 310 · ACT 511 TAXES</b>	1,893.54
<b>310.20 · Earned Income Tax</b>	
310.21 · Earned Income - Current	5,812.14
310.22 · Earned Income - Prior	3,100.57
310.23 · Earned Income - Delinq	147.32
<b>Total 310.20 · Earned Income Tax</b>	9,060.03
<b>320 · LICENSES &amp; PERMITS</b>	
321.80 · Licenses/ Permits/TV	1,647.15
<b>Total 320 · LICENSES &amp; PERMITS</b>	1,647.15
<b>330 · FINES</b>	
331.11 · Fines - Clerk of Courts	4,518.08
<b>Total 330 · FINES</b>	4,518.08
<b>340 · INTEREST</b>	
341.00 · Interest	49.62
<b>Total 340 · INTEREST</b>	49.62
<b>360 · CHARGES FOR SERVICES</b>	
362.41 · Building/Occ Permits	2,524.00
<b>Total 360 · CHARGES FOR SERVICES</b>	2,524.00
<b>380 · MISCELLANEOUS REVENUE</b>	645.97
<b>Total Income</b>	8,023.82
<b>Gross Profit</b>	8,023.82
<b>Expense</b>	
<b>400 · GENERAL GOVERNMENT</b>	
<b>400.30 · GENERAL EXPENSES</b>	
400.30 · General Expenses	401.36
400.30 · Conferences & Meetings	227.29
433.30 · Postage	129.98
<b>Total 400.30 · GENERAL EXPENSES</b>	758.63
400.34 · Advertizing & Printing	30.00
<b>Total 400 · GENERAL GOVERNMENT</b>	788.63
<b>403 · TAX COLLECTOR</b>	
403.30 · General Expenses	181.20
<b>Total 403 · TAX COLLECTOR</b>	181.20
<b>404 · LEGAL EXPENSES</b>	
404.10 · Legal Services	375.00
<b>Total 404 · LEGAL EXPENSES</b>	375.00
<b>405 · SECRETARY/TREASURER</b>	
405.10 · Sec/Treas Salary	1,000.00
405.30 · Rent - Office	250.00
	1,250.00

**New Salem Borough - General Fund**  
**Profit & Loss**  
May 2017

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	<u>May 17</u>
Total 405 · SECRETARY/TREASURER	1,250.00
408 · ENGINEERING	
408.00 · Engineering	624.75
Total 408 · ENGINEERING	624.75
409 · MUNICIPAL BUILDING	
409.36 · Public Utilities	355.61
409.37 · Maintenance & Repair	315.00
Total 409 · MUNICIPAL BUILDING	670.61
411 · FIRE PROTECTION	
411.30 · Fire Hydrant Rental	553.68
Total 411 · FIRE PROTECTION	553.68
413 · UCC & Code Eforcement	
413.10 · UCC & Code Enforcement	885.52
Total 413 · UCC & Code Eforcement	885.52
446 · STORM WATER MANAGEMENT	
446.30 · Storm Water Management	4,950.00
Total 446 · STORM WATER MANAGEMENT	4,950.00
480 · INSURANCE & MISCELLANEOUS	
486.03 · Worker's Compensation	1,294.00
Total 480 · INSURANCE & MISCELLANEOUS	1,294.00
6560 · Payroll Expenses/FICA	76.50
Total Expense	11,649.89
Net Income	<u><u>-3,626.07</u></u>

**New Salem Borough - General Fund  
Check Detail  
May 2017**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
14216	05/16/2017	Stephanie J Mundorf - Tax C...	100.2 · PLGIT GEN F	
			301.10 · Real Estate - Current	-21,608.90
TOTAL				-21,608.90
14217	05/12/2017	Borough of Spring Grove	100.2 · PLGIT GEN F	
			405.30 · Rent - Office	-250.00
			413.10 · UCC & Code Enforcement	-885.52
			433.30 · Postage	-129.98
			400.30 · General Expenses	-299.00
TOTAL				-1,564.50
14218	05/12/2017	James R. Holley & Associates	100.2 · PLGIT GEN F	
			408.00 · Engineering	-624.75
TOTAL				-624.75
14219	05/12/2017	York Water Company	100.2 · PLGIT GEN F	
			409.36 · Public Utilities	-22.68
			411.30 · Fire Hydrant Rental	-553.68
TOTAL				-576.36
14220	05/12/2017	Staples Business Advantage	100.2 · PLGIT GEN F	
			400.30 · General Expenses	-102.36
TOTAL				-102.36
14221	05/12/2017	Columbia Gas	100.2 · PLGIT GEN F	
			409.36 · Public Utilities	-55.33
TOTAL				-55.33
14222	05/12/2017	State Workers Insurance Fund	100.2 · PLGIT GEN F	
			486.03 · Worker's Compensation	-1,294.00
TOTAL				-1,294.00
14223	05/12/2017	Tyke Shubert	100.2 · PLGIT GEN F	
			409.37 · Maintenance & Repair	-130.00
TOTAL				-130.00
14224	05/12/2017	Fitz & Smith	100.2 · PLGIT GEN F	
			446.30 · Storm Water Management	-4,950.00
TOTAL				-4,950.00
14225	05/12/2017	Andrew N Shaffer	100.2 · PLGIT GEN F	
			405.10 · Sec/Treas Salary	-1,000.00

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
			210 · Payroll Liabilities	14.00
			6560 · Payroll Expenses/FICA	-62.00
			211 · Social Security	62.00
			211 · Social Security	62.00
			6560 · Payroll Expenses/FICA	-14.50
			213 · Medicare	14.50
			213 · Medicare	14.50
			217 · State Withholding	30.70
			221.1 · State UC Employee	0.70
TOTAL				-878.10
<b>14226</b>	<b>05/31/2017</b>	<b>D. Michael Craley</b>	<b>100.2 · PLGIT GEN F</b>	
			404.10 · Legal Services	-375.00
TOTAL				-375.00
<b>14227</b>	<b>05/31/2017</b>	<b>Tyke Shubert</b>	<b>100.2 · PLGIT GEN F</b>	
			409.37 · Maintenance & Repair	-185.00
TOTAL				-185.00
<b>14228</b>	<b>05/31/2017</b>	<b>Met-Ed</b>	<b>100.2 · PLGIT GEN F</b>	
			409.36 · Public Utilities	-33.85
TOTAL				-33.85
<b>14229</b>	<b>05/31/2017</b>	<b>Media One</b>	<b>100.2 · PLGIT GEN F</b>	
			400.34 · Advertizing & Printing	-30.00
TOTAL				-30.00
<b>14230</b>	<b>05/31/2017</b>	<b>The York Water Company</b>	<b>100.2 · PLGIT GEN F</b>	
			409.36 · Public Utilities	-243.75
TOTAL				-243.75
<b>14231</b>	<b>05/31/2017</b>	<b>PETER E PARTRIDGE</b>	<b>100.2 · PLGIT GEN F</b>	
			400.30 · Conferences & Meetings	-227.29
TOTAL				-227.29

# New Salem Borough - Sewer Fund

## Balance Sheet

As of May 31, 2017

05/31/17

Cash Basis

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	<u>May 31, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100-PLGIT SEWER CONST FUND	59,765.63
107-PEOPLES BANK SEWER FUND	478,434.38
109 - CD PLGIT Sewer	131,638.36
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<b>Total Checking/Savings</b>	669,838.37
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<b>Total Current Assets</b>	669,838.37
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<b>TOTAL ASSETS</b>	<b>669,838.37</b>
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<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Opening Bal Equity	4,116,600.00
Retained Earnings	-3,563,389.88
Net Income	116,628.25
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<b>Total Equity</b>	669,838.37
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<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>669,838.37</b>
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**New Salem Borough - Sewer Fund**  
**Profit & Loss**  
May 2017

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	<u>May 17</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
341-Interest	2,065.26
364-Sanitation	
364.12-Sewer Use Charge	13,994.64
<b>Total 364-Sanitation</b>	<u>13,994.64</u>
<b>Total Income</b>	<u>16,059.90</u>
<b>Gross Profit</b>	16,059.90
<b>Expense</b>	
429-Sewer Project	
429.310.-System Operator	333.00
429.39-Charges/Collections	615.00
429.67-NCTSA	42,972.75
<b>Total 429-Sewer Project</b>	<u>43,920.75</u>
<b>Total Expense</b>	<u>43,920.75</u>
<b>Net Ordinary Income</b>	<u>-27,860.85</u>
<b>Net Income</b>	<u><u>-27,860.85</u></u>



**New Salem Borough - Sewer Fund**  
**Check Detail**  
**May 2017**

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
598	05/12/2017	Spring Grove Boro...	100-PLGIT SEWER CONST FUND	
			429.310.-System Operator	-333.00
TOTAL				-333.00
599	05/12/2017	North Codorus To...	100-PLGIT SEWER CONST FUND	
			429.67-NCTSA	-18,027.04
TOTAL				-18,027.04
600	05/12/2017	North Codorus To...	100-PLGIT SEWER CONST FUND	
			429.67-NCTSA	-24,945.71
TOTAL				-24,945.71
601	05/31/2017	York Water Company	100-PLGIT SEWER CONST FUND	
			429.39-Charges/Collections	-615.00
TOTAL				-615.00

**New Salem Borough - Highway Aid Fund**  
**Balance Sheet**  
As of May 31, 2017

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	<u>May 31, 17</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
PLIGIT HAFUND	16,026.87
Total Checking/Savings	<u>16,026.87</u>
Total Current Assets	<u>16,026.87</u>
<b>TOTAL ASSETS</b>	<b><u>16,026.87</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Earnings	-39,765.49
Open Bal Equity	42,206.87
Net Income	13,585.49
Total Equity	<u>16,026.87</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>16,026.87</u></b>

**New Salem Borough - Highway Aid Fund**  
**Profit & Loss**  
May 2017

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	<u>May 17</u>
<b>Income</b>	
341.00 Interest	8.84
<b>Total Income</b>	8.84
<b>Expense</b>	
433.36 Traf Sig	68.10
434.36 St Light	382.75
<b>Total Expense</b>	450.85
<b>Net Income</b>	<u><u>-442.01</u></u>

**New Salem Borough - Highway Aid Fund**  
**Check Detail-Monthly**  
**May 2017**

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
	05/31/2017	Met Ed	PLIGIT HAFUND	
			433.36 Traf Sig	-31.89
TOTAL				-31.89
1774	05/12/2017	Met Ed	PLIGIT HAFUND	
			434.36 St Light	-382.75
			433.36 Traf Sig	-36.21
TOTAL				-418.96