

February 08, 2021

The Supervisors met for their regular meeting at 6:30 p.m. at the Township Office 136 Ulricktown Road. The meeting was called to order by, Chairman Osborne, Vice Chairman Ketterman, and Supervisor Albin were also present. Staff Members present were Susan Hansen, Secretary/Treasurer, Carroll Dell, Special Project Coordinator/Planning Chairman, Tim Waltz, Roadmaster, and Attorney James.

Guests present – Lt. Todd Witalec, PA State Police and Bill Ridinger

Supervisor Ketterman made **a motion to approve the organization and regular supervisor's minutes and treasurers report as presented from 01/04/2021.** Supervisor Albin seconded the motion. The motion passed unanimously.

Public Comment – Lt. Witalec introduced himself to the Board and talked about the new barracks being built in Staban Township.

Planning Commission – Nothing to report currently, there was not a meeting in February.

Project Coordinator – Mr. Dell discussed the Roberts Road Bridge joint project with Mt. Joy with the Supervisors. This is a joint project to replace the culvert on the Roberts Road Bridge. Mt. Joy will take the lead on the project and Erik Vranich will represent the Township along with Mr. Dell. Part of the Project includes guide rail to be replaced. We have received quotes to replace the guide rails. Quote A (\$9,000) would basically be for replacing what is out there now but improving it to be mounted to the structure and is for all new materials. Quote B (\$26,000) is to install guide rail on the structure that is fully consistent with the current PennDOT specifications. Mr. Dell will be meeting with Erik Vranich to discuss the guide rails more. The Project is ready to go out for bid, the bid opening will be held at the Mt. Joy Township office on March 8, 2021 at 2:00 p.m. Bids tentatively to be approved at the Germany Township Supervisors meeting on March 8, 2021. Erik Vranich will review all bids received before any action is taken.

Supervisor Ketterman made **a motion to approve advertising the Roberts Road Bridge Culvert Replacement Project.** Supervisor Albin seconded the motion. The motion passed unanimously.

Correspondence

1. Attorney James has reviewed the agreement and along with Ms. Susan Smith, Mt. Joy's solicitor have come up with an agreement both Township's agree to.
2. Attorney James has also reviewed and approved the Resolution to enter into the agreement with Mt. Joy.

Supervisor Albin made **a motion to approve Resolution 2021-03 Roberts Road Bridge Inter-Municipal Agreement.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Supervisor Ketterman made a motion to approve signing the inter-municipal agreement with Mt. Joy Township for the Roberts Road Bridge Project. Supervisor Albin seconded the motion. The motion passed unanimously.

Administrative Actions

Road Master

1. Mr. Waltz took the virtual Dirt and Gravel training course.
2. Chairman Osborne thanked Mr. Waltz and his crew for the fine job they did during the snowstorm.

Old Business

New Business

Payment of Bills

Supervisor Ketterman made a motion to pay the bills for the month. Supervisor Albin seconded the motion. The motion passed unanimously.

There being no further business the meeting was adjourned at 7:31 p.m.


Thomas E. Osborne, Chairman
Secretary/Treasurer

Susan L. Hansen,

Permits issued in the month of January:

G21-001	Garage	561 Mengus Mill Road
G20-36	New Home	10 St. Johns Rd West

Bills Paid January 4, 2021 - February 08, 2021

 1st Choice	70.00
958-Praxair	60.35
Ace Hardware	39.20
Adams Electric	15.75
C.S. Davidson	520.40
Comcast Cable	157.69
Dennis Riley	80.00
Gettysburg Engineering	2,532.45
Government Forms & Supplies	106.31
Jason B	36.76
Jim Beard	1,106.06
Land & Sea	2,289.00

Liqua Grow	402.92
Lowe's	28.49
Met Ed	70.65
NAPA Auto	6.31
PAMCA	45.00
Quill	555.60
Shipley Energy	643.75
Stonesifer & Sons	34.02
Tim	5.17
U.S. Municipal Supply	174.14
Verizon	139.97
W B Mason	78.90
Wetzel's Cleaning	90.00
WEX, Inc.	156.09
Wm Hill	<u>2,792.67</u>
TOTAL	<u><u>12,237.65</u></u>

2021 Budget/Actual

Income

301 · Real Property Taxes

301.10 · Current Year	48.35	67,000.00
301.11 · FIRE/EMS TAX	257.86	27,000.00
301.20 · Prior Year Taxes	630.33	1,000.00
301.2X · Real Estate Other	10.89	200.00
301.40 · Delinquent Taxes	0.00	500.00
301.60 · Interim	<u>0.00</u>	<u>200.00</u>

Total 301 · Real Property Taxes	947.43	95,900.00
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310 · Local Tax Act 511

310.01 · Per Capita Tax	48.35	9,500.00
310.02 · Per Capita Prior/Delinquent	449.50	750.00
310.10 · Real Estate Transfer Tax	3,993.01	50,000.00
310.21 · Earned Income Tax Current Yr.	0.00	200,000.00
310.22 · Prior Yr. Earned Income Tax	14,129.23	160,000.00
310.50 · Local Services Tax	<u>50.12</u>	<u>2,400.00</u>

Total 310 · Local Tax Act 511	18,671.36	422,650.00
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321 · Business License and Permits

321.80 · Cable Franchise Fees	<u>36,393.44</u>	<u>34,000.00</u>
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Total 321 · Business License and Permits	35,354.43	34,000.00
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331 · Fines

331.10 · Court-District Magistrate	497.55	3,500.00
331.12 · Ordinance Violations	0.00	350.00

331.13 · State Police Fines	0.00	2,000.00
Total 331 · Fines	497.55	5,850.00
341 · Interest Earnings		
341.01 · Interest Checking	2.47	55.00
341.02 · Interest Savings	107.64	900.00
341.03 · CD Interest	0.00	2,000.00
Total 341 · Interest Earnings	110.11	2,955.00
354 · State Capital/Operating Grants		
354.01 · Dirt & Gravel Roads	0.00	54,000.00
354.07 · PARK & RECREATION GRANTS	0.00	112,058.79
Total 354 · State Capital/Operating Grants	0.00	166,058.79
355 · Shared Revenue		
355.01 · PURTA	0.00	450.00
355.04 · Alcoholic Beverages Licenses	0.00	400.00
355.07 · Foreign Fire Ins. Tax	0.00	18,000.00
Total 355 · Shared Revenue	0.00	18,850.00
361 · Charges for Services		
361.10 · Administrative Fee	200.00	600.00
361.30 · Subdivision/Land Dev. Plan Fees	0.00	1,500.00
361.32 · Engineering Review/Inspect. Fee	0.00	1,000.00
361.56 · Stormwater Review & Inspections	1,000.00	2,000.00
Total 361 · Charges for Services	1,200.00	5,100.00
362 · Public Safety Fees		
362.41 · Building Permit Fees		
362.42 · Reimbursed Permit Fees	0.00	
362.41 · Building Permit Fees - Other	656.40	5,000.00
Total 362.41 · Building Permit Fees	656.40	5,000.00
362.43 · DCED Fee	9.00	
362.44 · Sewer Permits	925.00	3,000.00
362.47 · Driveway Permit Fees	155.00	500.00
362.48 · Well Permits	100.00	500.00
Total 362 · Public Safety Fees	1,845.40	9,000.00
363 · Highway & Streets		
363.10 · Street/Curb Repairs	0.00	1,200.00
Total 363 · Highway & Streets	0.00	1,200.00
364 · Sanitation		
364.50 · Sale of Recyclable Material	0.00	250.00
Total 364 · Sanitation	0.00	250.00
367 · Recreation Fees		
367.20 · Recreation Fees	100.00	6,406.04
Total 367 · Recreation Fees	100.00	6,406.04
392 · Interfund Operating Transfer	0.00	112,058.79

395 · Prior Year Refunds	229.20	500.00
Total Income	<u>59,884.38</u>	<u>921,557.18</u>

Expense

400 · Legislative Body		
400.05 · Supervisor Wages	468.75	5,625.00
400.16 · Planning Commission Wages	0.00	1,000.00
400.24 · Supervisor Operating	0.00	300.00
400.33 · Supervisor Mileage	<u>0.00</u>	<u>500.00</u>
Total 400 · Legislative Body	468.75	7,425.00
402 · Financial Administrations		
402.05 · Auditor's Wages	<u>0.00</u>	<u>500.00</u>
Total 402 · Financial Administrations	0.00	500.00
403 · Tax Collections		
403.05 · Tax Collector Wages	0.00	4,500.00
403.24 · Tax Collector Supplies	0.00	350.00
403.30 · Other Services & Charges	<u>0.00</u>	<u>950.00</u>
Total 403 · Tax Collections	0.00	5,800.00
404 · Legal		
404.31 · Legal Services/Fees	<u>0.00</u>	<u>10,000.00</u>
Total 404 · Legal	0.00	10,000.00
405 · Secretary		
405.10 · Secretary Wages	4,892.07	42,397.81
405.11 · Administrative Assistant	0.00	1,500.00
405.33 · Secretary Mileage	0.00	400.00
405.35 · Secretary Bonding	<u>1,426.00</u>	<u>1,426.00</u>
Total 405 · Secretary	6,318.07	45,723.81
406 · Gen. Gov. Operating		
406.10 · Project Coordination Wages	596.52	11,000.00
406.19 · Direct Deposit Fees	29.68	350.00
406.21 · Office Supplies	518.45	2,500.00
406.23 · Postage	0.00	500.00
406.26 · Furniture & Equipment	441.98	3,000.00
406.31 · Codification of Code	0.00	1,200.00
406.33 · Coordinators Mileage	0.00	300.00
406.34 · Advertising & Printing	495.97	1,500.00
406.42 · Dues & Memberships	1,212.00	2,000.00
406.46 · Education, Mtgs. & Conferences	<u>35.00</u>	<u>3,000.00</u>
Total 406 · Gen. Gov. Operating	3,329.60	25,350.00
408 · Engineering		
408.31 · Township Engineer/SEO	3,239.75	15,000.00

408.311 · Architect	1,144.34	12,020.00
Total 408 · Engineering	4,384.09	27,020.00
409 · Gov.'t Buildings & Garage		
409.01 · Building Loan Interest	0.00	10,925.26
409.10 · Maintenance Wages	0.00	500.00
409.25 · Bldg. Repair/Maint./Supplies	650.96	11,279.00
409.36 · Utilities	1,630.89	10,000.00
409.73 · Building Loan Principal	0.00	11,072.70
Total 409 · Gov.'t Buildings & Garage	2,281.85	43,776.96
411 · Public Safety		
411.01 · Distribution of Fire/EMS Tax	0.00	27,000.00
411.19 · Fireman's Work Comp.	3,465.68	3,465.68
411.52 · Foreign Fire Tax	0.00	16,000.00
411.54 · Contributions, Grants, Donation	0.00	600.00
Total 411 · Public Safety	3,465.68	47,065.68
413 · UCC & Code Enforcement		
413.31 · Code Enforcement Officer	306.00	7,500.00
Total 413 · UCC & Code Enforcement	306.00	7,500.00
414 · Zoning Ordinance/Planning	0.00	1,000.00
415 · Emergency Management		
415.32 · Wireless Communications	207.72	1,200.00
415 · Emergency Management - Other	0.00	200.00
Total 415 · Emergency Management	207.72	1,400.00
430 · PW Hgwys, Roads, Streets		
430.15 · PW Wages	2,643.23	48,000.00
430.251 · Supplies/Operating	369.46	3,434.74
430.33 · Vehicle Fuel	651.04	5,000.00
430.37 · Vehicle Repairs/Maintenance	119.12	3,000.00
430.74 · Major Equipment Purchase	3,633.02	20,026.00
Total 430 · PW Hgwys, Roads, Streets	7,415.87	79,460.74
432 · Winter Maintenance		
432.10 · Snow Removal Wages	5,115.84	8,000.00
432.24 · Operating/Materials & Supplies	292.04	10,000.00
Total 432 · Winter Maintenance	5,407.88	18,000.00
433.00 · Traffic Control		
433.25 · Traffic Control Devices	174.14	2,500.00
433.37 · Striping	0.00	8,000.00
Total 433.00 · Traffic Control	174.14	10,500.00
434.00 · Street Lighting	520.48	4,000.00
438 · Maintenance Roads & Bridges		
438.25 · Repairs/Maintenance Supplies	0.00	7,000.00
438.31 · Professional Services/Engineer	667.10	22,000.00

438.61 · Construction of Roads	0.00	211,061.49
Total 438 · Maintenance Roads & Bridges	667.10	240,061.49
439 · Highway Construction/Rebuilding		
439.31 · Professional/Eng. Services	0.00	7,000.00
439.61 · Construction of Dirt/Gravel Rds	0.00	54,000.00
Total 439 · Highway Construction/Rebuilding	0.00	61,000.00
451 · Recreation Donations		
451.50 · Baseball, Football Donations	0.00	600.00
Total 451 · Recreation Donations	0.00	600.00
454.60 · Park & Rec. Capital Project	0.00	238,874.50
458 · Senior Citizen Donations		
458.50 · Senior Citizen Associations	0.00	2,550.00
Total 458 · Senior Citizen Donations	0.00	2,550.00
459 · Other Donations		
459.50 · Donations	0.00	3,100.00
Total 459 · Other Donations	0.00	3,100.00
481 · Employer Paid Benefits		
481.10 · Social Security/Medicare	999.49	10,800.00
481.20 · Health Care Benefit	5,000.00	5,000.00
481.30 · PSATS UC Fund	97.17	1,800.00
483.30 · Pension Contribution	450.00	4,000.00
483.31 · Administration of 457 Fund	0.00	200.00
Total 481 · Employer Paid Benefits	6,546.66	21,800.00
486 · Insurance Premiums		
484 · Workers Compensation Insurance	0.00	6,375.00
486.20 · Property, Casualty, Auto	0.00	12,000.00
Total 486 · Insurance Premiums	0.00	18,375.00
493 · Prior Year Expenditures	812.00	500.00
Total Expense	41,618.39	921,577.18

2021 Liquid Fuels Budget/Actuals

Income

341.02 · INTEREST ON SAVINGS	5.34	100.00
		113,30
355.02 · LIQUID FUEL TAX	0.00	4.01
		50,000.
392.35 OPERATING TRANSFER		00
Total Income	5.34	163,40

Expense

		163,40
439 · HIGHWAY CONSTRUCTION/REBUILDING	0.00	4.00

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	0.00	163,40
Total Expense	<u> </u>	<u> </u>
	0.00	4.00
Net Ordinary Income	<u> </u>	<u> </u>
	0.00	.01
Net Income	<u> </u>	<u> </u>
	0.00	.01