

## **March 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, and Attorney James.

Guests present – John Lupp and Julia Hammerbacker

Supervisor made Albin a **motion to approve the February regular supervisor’s minutes and treasurers report as presented from 02/08/2021.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Supervisor made Albin a **motion to approve the February workshop minutes as presented from 02/03/2021 with the amendment to complete the 2<sup>nd</sup> sentence under Secretary’s report to include York Excavating Company LLC .** Supervisor Ketterman seconded the motion. The motion passed unanimously.

**Public Comment** - None

### **Planning Commission**

There was not a meeting in March. Mayberry at Mason Dixon is moving along and should be submitting preliminary subdivision plans soon. The Township has received a preliminary Land Development Plan for Thunderbolt Storage. Thunderbolt Storage is a Land Development Plan mostly in Union Township, and less than an acre in Germany Township.

### **Project Coordinator**

The bid opening for the Roberts Road Bridge culverts were opened today, March 8<sup>th</sup> at Mt Joy’s office. The bids came in at:

1. Keystone Concrete Products, Inc.     \$87,100.00
2. Monarch Products, Inc.             \$98,972.00

Mr. Vranich, Wm Hill Associates took the bids back to his office to make sure they were complete.

### **Correspondence**

1. Attorney James reviewed the Subordination Agreement for the Mason Dixon Storage Project with the Board.
2. The Ditzler complaint, Attorney James does not think we can use the Stormwater Management Ordinance, but we can use the Nuisance Ordinance to have Mr. Ditzler redirect the pipe to flow away from his neighbor’s property.

### **Administrative Actions**

Supervisor Albin made a motion to approve Quote A for the Roberts Road Bridge Project and replace the Guide Rail for \$9,000 replacing what is out there now but improving it to be mounted to the structure and is for all new materials. Supervisor Ketterman seconded the motion. The motion passed unanimously.

Supervisor Albin made a motion to approve the bid with Keystone Concrete Products, Inc. in the amount of \$87,100, which Germany Township would pay half and Mount Joy would pay half for the culvert replacement on the Roberts Road Bridge Project. Supervisor Ketterman seconded the motion. The motion passed unanimously.

Supervisor Albin made a motion to approve the agreement with YSM Architects for the Germany Township Municipal Park Phase II in the amount of \$3,100. Supervisor Ketterman seconded the motion. The motion passed unanimously.

Road Master – Mr. Waltz was not present at the meeting

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 7:11 p.m.


\_\_\_\_\_  
Thomas E. Osborne, Chairman  
Secretary/Treasurer

\_\_\_\_\_  
Susan L. Hansen,

**Permits issued in the month of February:**

G20-37	Commercial	Stoney point
G20-38	New Home	115 E. Summit Drive
G21-02	Porch Enclosure	1360 Harney Road
G21-03	New Home	1065 Georgetown Road

**Bills Paid February 08, 2021 – March 8, 2021**

 1st Choice	70.00
Aaron Waltz	10.03
ACBOA	100.00
Ace Hardware	3.59
Adams Electric	15.75

Comcast Cable	157.76
Jason Beard	28.00
Jim Beard	840.20
K & C Radio Batteries	351.00
Land & Sea	1,336.00
Lee Kelch	433.82
Met Ed	147.40
NAPA Auto	30.35
PAMCA	232.50
Peoples Mortgage	7,523.02
Quill	54.38
Selective Insurance	994.76
Shipley Energy	585.83
Stonesifer & Sons	34.02
Tim Waltz	45.00
U.S. Municipal Supply	109.44
Vulcan	365.52
W B Mason	4.99
Wetzel's Cleaning	125.00
WEX, Inc.	1,573.15
Wm Hill	<u>3,256.10</u>
<b>TOTAL</b>	<b><u>18,427.61</u></b>

## **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	780.55	1,000.00
301.2X · Real Estate Other	10.89	200.00
301.40 · Delinquent Taxes	35.04	500.00
301.60 · Interim	<u>0.00</u>	<u>200.00</u>

**Total 301 · Real Property Taxes** 1,132.69 95,900.00

#### **310 · Local Tax Act 511**

310.01 · Per Capita Tax	49.50	9,500.00
310.02 · Per Capita Prior/Delinquent	449.50	750.00
310.10 · Real Estate Transfer Tax	13,517.65	50,000.00
310.21 · Earned Income Tax Current Yr.	137.55	200,000.00
310.22 · Prior Yr. Earned Income Tax	50,931.83	160,000.00
310.50 · Local Services Tax	<u>728.72</u>	<u>2,400.00</u>

**Total 310 · Local Tax Act 511** 65,814.75 422,650.00

#### **321 · Business License and Permits**

321.80 · Cable Franchise Fees	37,962.84	34,000.00
<b>Total 321 · Business License and Permits</b>	<b>37,962.84</b>	<b>34,000.00</b>
<b>331 · Fines</b>		
331.10 · Court-District Magistrate	739.54	3,500.00
331.12 · Ordinance Violations	1,456.40	350.00
331.13 · State Police Fines	0.00	2,000.00
<b>Total 331 · Fines</b>	<b>2,195.94</b>	<b>5,850.00</b>
<b>341 · Interest Earnings</b>		
341.01 · Interest Checking	5.10	55.00
341.02 · Interest Savings	207.97	900.00
341.03 · CD Interest	0.00	2,000.00
<b>Total 341 · Interest Earnings</b>	<b>213.07</b>	<b>2,955.00</b>
<b>354 · State Capital/Operating Grants</b>		
354.01 · Dirt & Gravel Roads	0.00	54,000.00
354.07 · PARK & RECREATION GRANTS	0.00	112,058.79
<b>Total 354 · State Capital/Operating Grants</b>	<b>0.00</b>	<b>166,058.79</b>
<b>355 · Shared Revenue</b>		
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
<b>Total 355 · Shared Revenue</b>	<b>0.00</b>	<b>18,850.00</b>
<b>361 · Charges for Services</b>		
361.10 · Administrative Fee	450.00	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	1,575.00	2,000.00
<b>Total 361 · Charges for Services</b>	<b>2,025.00</b>	<b>5,100.00</b>
<b>362 · Public Safety Fees</b>		
<b>362.41 · Building Permit Fees</b>		
362.42 · Reimbursed Permit Fees	825.00	
362.41 · Building Permit Fees - Other	2,255.52	5,000.00
<b>Total 362.41 · Building Permit Fees</b>	<b>3,080.52</b>	<b>5,000.00</b>
362.43 · DCED Fee	27.00	
362.44 · Sewer Permits	1,125.00	3,000.00
362.47 · Driveway Permit Fees	155.00	500.00
362.48 · Well Permits	200.00	500.00
<b>Total 362 · Public Safety Fees</b>	<b>4,587.52</b>	<b>9,000.00</b>
<b>363 · Highway &amp; Streets</b>		
363.10 · Street/Curb Repairs	0.00	1,200.00
<b>Total 363 · Highway &amp; Streets</b>	<b>0.00</b>	<b>1,200.00</b>
<b>364 · Sanitation</b>		
364.50 · Sale of Recyclable Material	0.00	250.00

Total 364 · Sanitation	0.00	250.00
<b>367 · Recreation Fees</b>		
367.20 · Recreation Fees	<u>100.00</u>	<u>6,406.04</u>
<b>Total 367 · Recreation Fees</b>	100.00	6,406.04
<b>392 · Interfund Operating Transfer</b>	0.00	112,058.79
<b>395 · Prior Year Refunds</b>	<u>229.20</u>	<u>500.00</u>
<b>Total Income</b>	<u>114,261.01</u>	<u>921,557.18</u>

**Expense**

<b>400 · Legislative Body</b>		
400.05 · Supervisor Wages	937.50	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>
<b>Total 400 · Legislative Body</b>	937.50	7,425.00
<b>402 · Financial Administrations</b>		
402.05 · Auditor's Wages	<u>0.00</u>	<u>500.00</u>
<b>Total 402 · Financial Administrations</b>	0.00	500.00
<b>403 · Tax Collections</b>		
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>
<b>Total 403 · Tax Collections</b>	0.00	5,800.00
<b>404 · Legal</b>		
404.31 · Legal Services/Fees	<u>0.00</u>	<u>10,000.00</u>
<b>Total 404 · Legal</b>	0.00	10,000.00
<b>405 · Secretary</b>		
405.10 · Secretary Wages	8,153.46	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>
<b>Total 405 · Secretary</b>	9,579.45	45,723.81
<b>406 · Gen. Gov. Operating</b>		
406.10 · Project Coordination Wages	1,333.89	11,000.00
406.19 · Direct Deposit Fees	45.76	350.00
406.21 · Office Supplies	692.41	2,500.00
406.23 · Postage	77.00	500.00
406.26 · Furniture & Equipment	511.98	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>
<b>Total 406 · Gen. Gov. Operating</b>	4,407.01	25,350.00
<b>408 · Engineering</b>		
408.31 · Township Engineer/SEO	1,365.11	15,000.00
408.311 · Architect	<u>1,543.34</u>	<u>12,020.00</u>
<b>Total 408 · Engineering</b>	2,908.45	27,020.00
<b>409 · Gov.'t Buildings &amp; Garage</b>		
409.01 · Building Loan Interest	2,164.62	10,925.26
409.10 · Maintenance Wages	0.00	500.00
409.25 · Bldg. Repair/Maint./Supplies	809.98	11,279.00
409.36 · Utilities	2,704.63	10,000.00
409.73 · Building Loan Principal	<u>5,358.40</u>	<u>11,072.70</u>
<b>Total 409 · Gov.'t Buildings &amp; Garage</b>	11,037.63	43,776.96
<b>411 · Public Safety</b>		
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	<u>0.00</u>	<u>600.00</u>
<b>Total 411 · Public Safety</b>	3,465.68	47,065.68
<b>413 · UCC &amp; Code Enforcement</b>		
413.31 · Code Enforcement Officer	<u>638.50</u>	<u>7,500.00</u>
<b>Total 413 · UCC &amp; Code Enforcement</b>	638.50	7,500.00
414 · Zoning Ordinance/Planning	0.00	1,000.00
<b>415 · Emergency Management</b>		
415.32 · Wireless Communications	279.94	1,200.00
415 · Emergency Management - Other	<u>0.00</u>	<u>200.00</u>
<b>Total 415 · Emergency Management</b>	279.94	1,400.00
<b>430 · PW Hgwys, Roads, Streets</b>		
430.15 · PW Wages	3,653.45	48,000.00
430.251 · Supplies/Operating	914.06	3,434.74
430.33 · Vehicle Fuel	2,224.19	5,000.00
430.37 · Vehicle Repairs/Maintenance	119.12	3,000.00
430.74 · Major Equipment Purchase	<u>3,633.02</u>	<u>20,026.00</u>
<b>Total 430 · PW Hgwys, Roads, Streets</b>	10,543.84	79,460.74
<b>432 · Winter Maintenance</b>		
432.10 · Snow Removal Wages	7,382.60	8,000.00
432.24 · Operating/Materials & Supplies	<u>1,854.95</u>	<u>10,000.00</u>
<b>Total 432 · Winter Maintenance</b>	9,237.55	18,000.00
<b>433.00 · Traffic Control</b>		
433.25 · Traffic Control Devices	283.58	2,500.00
433.37 · Striping	<u>0.00</u>	<u>8,000.00</u>

Total 433.00 · Traffic Control	283.58	10,500.00
434.00 · Street Lighting	772.68	4,000.00
<b>438 · Maintenance Roads &amp; Bridges</b>		
438.25 · Repairs/Maintenance Supplies	0.00	7,000.00
438.31 · Professional Services/Engineer	2,862.86	22,000.00
438.61 · Construction of Roads	<u>0.00</u>	<u>211,061.49</u>
<b>Total 438 · Maintenance Roads &amp; Bridges</b>	2,862.86	240,061.49
<b>439 · Highway Construction/Rebuilding</b>		
439.31 · Professional/Eng. Services	0.00	7,000.00
439.61 · Construction of Dirt/Gravel Rds	<u>0.00</u>	<u>54,000.00</u>
<b>Total 439 · Highway Construction/Rebuilding</b>	0.00	61,000.00
<b>451 · Recreation Donations</b>		
451.50 · Baseball, Football Donations	<u>0.00</u>	<u>600.00</u>
<b>Total 451 · Recreation Donations</b>	0.00	600.00
454.60 · Park & Rec. Capital Project	0.00	238,874.50
<b>458 · Senior Citizen Donations</b>		
458.50 · Senior Citizen Associations	<u>0.00</u>	<u>2,550.00</u>
<b>Total 458 · Senior Citizen Donations</b>	0.00	2,550.00
<b>459 · Other Donations</b>		
459.50 · Donations	<u>0.00</u>	<u>3,100.00</u>
<b>Total 459 · Other Donations</b>	0.00	3,100.00
<b>481 · Employer Paid Benefits</b>		
481.10 · Social Security/Medicare	1,614.88	10,800.00
481.20 · Health Care Benefit	5,000.00	5,000.00
481.30 · PSATS UC Fund	155.37	1,800.00
483.30 · Pension Contribution	750.00	4,000.00
483.31 · Administration of 457 Fund	<u>0.00</u>	<u>200.00</u>
<b>Total 481 · Employer Paid Benefits</b>	7,520.25	21,800.00
<b>486 · Insurance Premiums</b>		
484 · Workers Compensation Insurance	0.00	6,375.00
486.20 · Property, Casualty, Auto	<u>0.00</u>	<u>12,000.00</u>
<b>Total 486 · Insurance Premiums</b>	0.00	18,375.00
493 · Prior Year Expenditures	<u>1,806.76</u>	<u>500.00</u>
<b>Total Expense</b>	65,594.18	921,577.18

## **2021 Liquid Fuels Budget/Actuals**

### **Income**

341.02 · INTEREST ON SAVINGS	10.17	100.00
355.02 · LIQUID FUEL TAX	<u>116,705.94</u>	<u>113,304.01</u>
392.35 OPERATING TRANSFER		<u>50,000.00</u>
		00

<b>Total Income</b>	116,716.11	163,40
<b>Expense</b>		4.01
		163,40
<b>439 · HIGHWAY CONSTRUCTION/REBUILDING</b>	<u>0.00</u>	<u>4.00</u>
<b>Total Expense</b>	<u>0.00</u>	<u>163,40</u>
		4.00
<b>Net Ordinary Income</b>	<u>0.00</u>	<u>.01</u>
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>.01</u></u>