

**April 12, 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 – John Lupp and Julia Hammerbacker, Bill Ridinger, Wesley McDaniel, and John McAllister

Supervisor Albin made **a motion to approve the March regular supervisor’s minutes and treasurers report as presented from 03/08/2021.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Supervisor Ketterman made **a motion to approve the March workshop minutes as presented from 03/03/2021.** Supervisor Albin seconded the motion. The motion passed unanimously.

**Public Comment** - None

**Planning Commission**

Thunderbolt Self Storage: this project is for a self-storage facility near the Borough of Littlestown line. A small portion of this property is in Germany Township with the majority lying in Union Township. There is no proposed building or grading in the portion in Germany Township. The Planning Commission is recommending the Board approve the plan without review since all improvements are located outside the Township.

Chairman Osborne made **a motion approve the Thunderbolt Self Storage Preliminary/Final Land Development Plan without review since all improvements are located outside of Germany Township.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

**Project Coordinator**

Mr. Dell had a conference call for the Roberts Road Bridge Project with Erik Vranich, John Gormont, and a representative of PennDOT about the rails for the bridge.

Mr. Dell also setup a meeting at the site of the Korman residence to discuss the stormwater management with Robert Sharrah, Sharrah Design Group, Dean Shultz, Gettysburg Engineering and Knight Builders the contractor who constructed the stormwater management at the Korman property for April 28<sup>th</sup>.

**Correspondence**

1. Attorney James was also notified about the Korman site visit with the engineers, contractor, and Mr. Dell.

2. Ms. Hansen advised the Board and Attorney James about the Ditzler nuisance complaint. Mr. Graham with PMCA our Code Enforcement Officer will be sending Mr. Ditzler another violation letter with a compliance date, if the issue is not corrected in the time frame Mr. Graham will file with the Magistrate. The letter will be forthcoming.

**Administrative Actions**

Supervisor Ketterman made a **motion to approve the 2021 Municipal Alarm Box Cards with Alpha Fire Company as presented.** Supervisor Albin seconded the motion. The motion passed unanimously.

**Road Master**

1. There were 5 fire calls and 18 EMS calls within the Township for the month of March.
2. Chipping brush will begin the last week of April through the first week of May. This has been posted on the website.

**Old Business**

**New Business**

**Payment of Bills**

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

There being no further business the meeting was adjourned at 6:49 p.m.

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 Thomas E. Osborne, Chairman  
 Secretary/Treasurer

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

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

G21-04	Pole Building	6490 Baltimore Pike
G21-05	Above Ground Pool	9 Darlyn Drive
G21-06	Bathroom Alterations	6670 Baltimore Pike
G21-07	Warehouse	6670 Baltimore Pike
G21-08	Warehouse	6670 Baltimore Pike
G21-09	In-Ground Pool	370 Bollinger Road
G21-10	Pole Building	130 Teeter Road

**Bills Paid March 8, 2021 – April 12, 2021**

<b>1st Choice</b>	70.00
<b>Ace Hardware</b>	141.88
<b>Adams Electric</b>	15.75
<b>Bon Ton Builders, Inc.</b>	54.00
<b>Comcast Cable</b>	157.92
<b>Dave James</b>	2,310.00
<b>Dennis Riley</b>	40.00
<b>Gettysburg Times</b>	287.96
<b>Met Ed</b>	45.46
<b>Monarch</b>	878.00
<b>NAPA Auto</b>	114.42
<b>PAMCA</b>	45.00
<b>Praxair</b>	134.38
<b>Stonesifer &amp; Sons</b>	34.02
<b>Susan Hansen</b>	64.67
<b>Verizon</b>	4.47
<b>W B Mason</b>	4.99
<b>Wetzel's Cleaning</b>	125.00
<b>Wm Hill</b>	1,730.35
<b>YSM</b>	345.00
<b>TOTAL</b>	<u><u>6,603.27</u></u>

**2021 Budget/Actual**

**Income**

<b>301 · Real Property Taxes</b>		
<b>301.10 · Current Year</b>	12,120.90	67,000.00
<b>301.11 · FIRE/EMS TAX</b>	5,124.68	27,000.00
<b>301.20 · Prior Year Taxes</b>	1,117.15	1,000.00
<b>301.2X · Real Estate Other</b>	201.19	200.00
<b>301.40 · Delinquent Taxes</b>	205.03	500.00
<b>301.60 · Interim</b>	<u>0.00</u>	<u>200.00</u>
<b>Total 301 · Real Property Taxes</b>	18,768.95	95,900.00
<b>310 · Local Tax Act 511</b>		
<b>310.01 · Per Capita Tax</b>	4003.80	9,500.00
<b>310.02 · Per Capita Prior/Delinquent</b>	460.50	750.00
<b>310.10 · Real Estate Transfer Tax</b>	16,408.16	50,000.00
<b>310.21 · Earned Income Tax Current Yr.</b>	1,811.69	200,000.00
<b>310.22 · Prior Yr. Earned Income Tax</b>	97,073.40	160,000.00
<b>310.50 · Local Services Tax</b>	<u>728.72</u>	<u>2,400.00</u>
<b>Total 310 · Local Tax Act 511</b>	120,486.27	422,650.00

<b>321 · Business License and Permits</b>		
321.80 · Cable Franchise Fees	<u>37,962.84</u>	<u>34,000.00</u>
<b>Total 321 · Business License and Permits</b>	37,962.84	34,000.00
<b>331 · Fines</b>		
331.10 · Court-District Magistrate	1,198.97	3,500.00
331.12 · Ordinance Violations	0.00	350.00
331.13 · State Police Fines	<u>0.00</u>	<u>2,000.00</u>
<b>Total 331 · Fines</b>	1,198.97	5,850.00
<b>341 · Interest Earnings</b>		
341.01 · Interest Checking	8.10	55.00
341.02 · Interest Savings	325.98	900.00
341.03 · CD Interest	<u>0.00</u>	<u>2,000.00</u>
<b>Total 341 · Interest Earnings</b>	334.08	2,955.00
<b>354 · State Capital/Operating Grants</b>		
354.01 · Dirt & Gravel Roads	0.00	54,000.00
354.07 · PARK & RECREATION GRANTS	<u>0.00</u>	<u>112,058.79</u>
<b>Total 354 · State Capital/Operating Grants</b>	0.00	166,058.79
<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	<u>0.00</u>	<u>18,000.00</u>
<b>Total 355 · Shared Revenue</b>	0.00	18,850.00
<b>361 · Charges for Services</b>		
361.10 · Administrative Fee	700.00	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	<u>2,500.00</u>	<u>2,000.00</u>
<b>Total 361 · Charges for Services</b>	3,200.00	5,100.00
<b>362 · Public Safety Fees</b>		
362.41 · Building Permit Fees		
362.42 · Reimbursed Permit Fees	825.00	
362.41 · Building Permit Fees - Other	<u>10,118.67</u>	<u>5,000.00</u>
362.43 · DCED Fee	63.00	
362.44 · Sewer Permits	4,275.00	3,000.00
362.47 · Driveway Permit Fees	310.00	500.00
362.48 · Well Permits	<u>500.00</u>	<u>500.00</u>
<b>Total 362 · Public Safety Fees</b>	16,091.67	9,000.00
<b>363 · Highway &amp; Streets</b>		
363.10 · Street/Curb Repairs	<u>11,200.00</u>	<u>1,200.00</u>
<b>Total 363 · Highway &amp; Streets</b>	0.00	1,200.00
<b>364 · Sanitation</b>		

364.50 · Sale of Recyclable Material	0.00	250.00
<b>Total 364 · Sanitation</b>	0.00	250.00
<b>367 · Recreation Fees</b>		
367.20 · Recreation Fees	3,253.02	6,406.04
<b>Total 367 · Recreation Fees</b>	3,253.02	6,406.04
<b>392 · Interfund Operating Transfer</b>	0.00	112,058.79
<b>395 · Prior Year Refunds</b>	235.21	500.00
<b>Total Income</b>	212,731.01	921,557.18

**Expense**

<b>400 · Legislative Body</b>		
400.05 · Supervisor Wages	1,406.25	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	0.00	500.00
<b>Total 400 · Legislative Body</b>	1,406.25	7,425.00
<b>402 · Financial Administrations</b>		
402.05 · Auditor's Wages	0.00	500.00
<b>Total 402 · Financial Administrations</b>	0.00	500.00
<b>403 · Tax Collections</b>		
403.05 · Tax Collector Wages	895.17	4,500.00
403.24 · Tax Collector Supplies	0.00	350.00
403.30 · Other Services & Charges	0.00	950.00
<b>Total 403 · Tax Collections</b>	895.17	5,800.00
<b>404 · Legal</b>		
404.31 · Legal Services/Fees	1,622.50	10,000.00
<b>Total 404 · Legal</b>	1,622.50	10,000.00
<b>405 · Secretary</b>		
405.10 · Secretary Wages	11,414.83	42,397.81
405.11 · Administrative Assistant	0.00	1,500.00
405.33 · Secretary Mileage	60.48	400.00
405.35 · Secretary Bonding	1,426.00	1,426.00
<b>Total 405 · Secretary</b>	12,901.31	45,723.81
<b>406 · Gen. Gov. Operating</b>		
406.10 · Project Coordination Wages	2,104.40	11,000.00
406.19 · Direct Deposit Fees	67.84	350.00
406.21 · Office Supplies	980.26	2,500.00
406.23 · Postage	77.00	500.00
406.26 · Furniture & Equipment	581.98	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	783.93	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>	5,842.41	25,350.00
<b>408 · Engineering</b>		
408.31 · Township Engineer/SEO	1,476.69	15,000.00
408.311 · Park Engineering	<u>2,187.60</u>	<u>12,020.00</u>
<b>Total 408 · Engineering</b>	3,664.29	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	1,034.61	11,279.00
409.36 · Utilities	3,086.74	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>	11,644.37	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>683.50</u>	<u>7,500.00</u>
<b>Total 413 · UCC &amp; Code Enforcement</b>	683.50	7,500.00
414 · Zoning Ordinance/Planning	0.00	1,000.00
<b>415 · Emergency Management</b>		
415.32 · Wireless Communications	284.41	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	4,741.75	48,000.00
430.251 · Supplies/Operating	1,345.34	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>3,137.12</u>	<u>20,026.00</u>
<b>Total 430 · PW Hgwys, Roads, Streets</b>	11,607.52	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	131.53	2,500.00
433.37 · Striping	<u>0.00</u>	<u>8,000.00</u>

Total 433.00 · Traffic Control	131.53	10,500.00
434.00 · Street Lighting	1,028.90	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	3,511.24	22,000.00
438.61 · Construction of Roads	<u>878.00</u>	<u>211,061.49</u>
<b>Total 438 · Maintenance Roads &amp; Bridges</b>	4,389.24	240,061.49
<b>439 · Highway Construction/Rebuilding</b>		
439.31 · Professional/Eng. Services	211.05	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	2,237.45	10,800.00
481.20 · Health Care Benefit	5,000.00	5,000.00
481.30 · PSATS UC Fund	195.85	1,800.00
483.30 · Pension Contribution	1,050.00	4,000.00
483.31 · Administration of 457 Fund	<u>0.00</u>	<u>200.00</u>
<b>Total 481 · Employer Paid Benefits</b>	8,483.30	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>	79,305.74	921,577.18

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

<b>Income</b>		
341.02 · INTEREST ON SAVINGS	32.49	100.00
		113.30
355.02 · LIQUID FUEL TAX	<u>116,705.94</u>	<u>4.01</u>
		50,000.00
392.35 OPERATING TRANSFER		00
		163.40
<b>Total Income</b>	116,738.43	4.01

**Expense**

		163,40
<b>439 · HIGHWAY CONSTRUCTION/REBUILDING</b>	<u>0.00</u>	<u>4.00</u>
		163,40
<b>Total Expense</b>	<u>0.00</u>	<u>4.00</u>
<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>