

**June 14, 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, Julia Hammerbacker, Wesley McDaniel, John McAllister, and Bill Ridinger,

Supervisor Albin made **a motion to approve the May regular supervisor’s minutes and treasurers report as presented from 05/10/2021.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Supervisor Ketterman made **a motion to approve the May workshop minutes as presented from 05/05/2021 and 05/26/2021.** Supervisor Albin seconded the motion. The motion passed unanimously.

**Public Comment** - None

**Planning Commission**

Nothing to report

**Project Coordinator**

Mr. Dell met with Dave Lawrence to talk about the Project Coordinator position.

**Correspondence**

**Administrative Actions**

Supervisor Ketterman made **a motion to approve the release of Ultra-Care Systems escrow in the full amount of \$83,543.87.** Supervisor Albin seconded the motion. The motion passed unanimously.

**Road Master**

1. There were 6 fire calls and 15 EMS calls within the Township for the month of May.
2. Clear View Excavating Inc. will begin road work on St. Johns Road tomorrow, the road should only be closed for 4 days.
3. Kindig Road widening project is complete.
4. Roberts Road Bridge project is slated to begin on July 12<sup>th</sup>.
5. Mengus Mill Bridge project is slated to begin on June 28<sup>th</sup>, the work will take approximately 130 days.

**Old Business**

Municipal Park Phase I Change Order #1:

Chairman Osborne made a motion to **approve Change Order #1 for the municipal park in the amount of \$13,788.52 to tear out the existing concrete piping and headwalls, leave them in the Township yard for them to reuse in the future. Install storm sewer piping as shown in red to connect the exiting basin outfall and the underdrain pipe into the proposed inlet. This upper area would then be graded to make sure all surface water gets into the inlet or the 18” end section. The lower end of the 24” pipe would have fill placed over it to basically fill in the swale.** Supervisor Albin seconded the motion. The motion passed unanimously.

**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 7:00 p.m.


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Thomas E. Osborne, Chairman  
Secretary/Treasurer

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Susan L. Hansen,

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

G21-13	New Home	2130 Harney Road
G21-18	Shed	286 Kindig Road
G21-19	Pool	70 W Summit Drive
G21-20	Garage	2350 Harney Road
G21-21	Solar Panels	111Kindig Road

**Bills Paid May 15, 2021 – June 15, 2021**

 1st Choice	70.00
ACATO	25.00
Ace Hardware	63.42
Adams Electric	30.50
Advantage Garage Doors	680.00
Alpha Fire Company	150.00
Comcast Cable	158.94
Hanover Architectural Products	127.80

KPI	134.22
Land & Sea	2,958.50
Lowe's	28.46
Met Ed	399.90
Mount Joy	770.00
NAPA Auto	117.19
PA One Call	16.56
PAMCA	135.00
Peoples Mortgage	7,523.02
Quill	393.01
Shipley Energy	13.36
Stephenson Equipment Inc	584.50
Stonesifer & Sons	34.02
Tim	105.00
Tom	10.19
Verizon	72.31
Vulcan	673.08
W B Mason	4.99
Wetzel's Cleaning	125.00
WEX, Inc.	282.25
Wm Hill	2,181.17
York Materials Group	3,754.40
<b>TOTAL</b>	<b><u>21,621.79</u></b>

## **2021 Budget/Actual**

### **Income**

#### **301 · Real Property Taxes**

301.10 · Current Year	63,561.26	67,000.00
301.11 · FIRE/EMS TAX	25,699.84	27,000.00
301.20 · Prior Year Taxes	1,138.72	1,000.00
301.2X · Real Estate Other	288.26	200.00
301.40 · Delinquent Taxes	570.32	500.00
301.60 · Interim	0.00	200.00

<b>Total 301 · Real Property Taxes</b>	<b>91,258.40</b>	<b>95,900.00</b>
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#### **310 · Local Tax Act 511**

310.01 · Per Capita Tax	8,323.10	9,500.00
310.02 · Per Capita Prior/Delinquent	757.40	750.00
310.10 · Real Estate Transfer Tax	24,793.28	50,000.00
310.21 · Earned Income Tax Current Yr.	96,803.65	200,000.00
310.22 · Prior Yr. Earned Income Tax	149,472.50	160,000.00
310.23 · Other	1,633.85	0.00
310.50 · Local Services Tax	2,400.72	2,400.00

<b>Total 310 · Local Tax Act 511</b>	284,184.60	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	2,472.94	3,500.00
331.12 · Ordinance Violations	0.00	350.00
331.13 · State Police Fines	<u>750.77</u>	<u>2,000.00</u>
<b>Total 331 · Fines</b>	3,223.71	5,850.00
<b>341 · Interest Earnings</b>		
341.01 · Interest Checking	14.35	55.00
341.02 · Interest Savings	592.12	900.00
341.03 · CD Interest	<u>0.00</u>	<u>2,000.00</u>
<b>Total 341 · Interest Earnings</b>	606.47	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	1,500.00	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>3,650.00</u>	<u>2,000.00</u>
<b>Total 361 · Charges for Services</b>	5,150.00	5,100.00
<b>362 · Public Safety Fees</b>		
362.41 · Building Permit Fees		
362.42 · Reimbursed Permit Fees	925.00	
362.41 · Building Permit Fees - Other	12,139.12	5,000.00
362.43 · DCED Fee	49.50	0.00
362.44 · Sewer Permits	7,150.00	3,000.00
362.47 · Driveway Permit Fees	310.00	500.00
362.48 · Well Permits	<u>575.00</u>	<u>500.00</u>
<b>Total 362 · Public Safety Fees</b>	21,148.62	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>	<u>458,222.87</u>	<u>921,557.18</u>

**Expense**

<b>400 · Legislative Body</b>		
400.05 · Supervisor Wages	2,812.50	5,625.00
400.16 · Planning Commission Wages	150.00	1,000.00
400.24 · Supervisor Operating	100.36	300.00
400.33 · Supervisor Mileage	10.19	500.00
<b>Total 400 · Legislative Body</b>	3,073.05	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	3,952.05	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>	3,952.05	5,800.00
<b>404 · Legal</b>		
404.31 · Legal Services/Fees	880.00	10,000.00
<b>Total 404 · Legal</b>	880.00	10,000.00
<b>405 · Secretary</b>		
405.10 · Secretary Wages	19,568.28	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>	21,054.76	45,723.81
<b>406 · Gen. Gov. Operating</b>		
406.10 · Project Coordination Wages	3,927.10	11,000.00
406.19 · Direct Deposit Fees	84.80	350.00
406.21 · Office Supplies	1,668.57	2,500.00
406.23 · Postage	77.00	500.00
406.26 · Furniture & Equipment	1,569.84	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	922.43	1,500.00

406.42 · Dues & Memberships	1,387.00	2,000.00
406.46 · Education, Mtgs. & Conferences	<u>35.00</u>	<u>3,000.00</u>
<b>Total 406 · Gen. Gov. Operating</b>	79,671.74	25,350.00
<b>408 · Engineering</b>		
408.31 · Township Engineer/SEO	2,073.80	15,000.00
408.311 · Park Engineering	<u>4,918.85</u>	<u>12,020.00</u>
<b>Total 408 · Engineering</b>	6,992.65	27,020.00
<b>409 · Gov.'t Buildings &amp; Garage</b>		
409.01 · Building Loan Interest	4,263.67	10,925.26
409.10 · Maintenance Wages	0.00	500.00
409.25 · Bldg. Repair/Maint./Supplies	2,193.16	11,279.00
409.36 · Utilities	3,780.42	10,000.00
409.73 · Building Loan Principal	<u>10,782.37</u>	<u>11,072.70</u>
<b>Total 409 · Gov.'t Buildings &amp; Garage</b>	21,019.62	43,776.96
<b>411 · Public Safety</b>		
411.01 · Distribution of Fire/EMS Tax	24,952.37	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>	28,418.05	47,065.68
<b>413 · UCC &amp; Code Enforcement</b>		
413.31 · Code Enforcement Officer	<u>996.00</u>	<u>7,500.00</u>
<b>Total 413 · UCC &amp; Code Enforcement</b>	996.00	7,500.00
414 · Zoning Ordinance/Planning	0.00	1,000.00
<b>415 · Emergency Management</b>		
415.32 · Wireless Communications	429.03	1,200.00
415 · Emergency Management - Other	<u>0.00</u>	<u>200.00</u>
<b>Total 415 · Emergency Management</b>	429.03	1,400.00
<b>430 · PW Hgwys, Roads, Streets</b>		
430.15 · PW Wages	14,427.79	48,000.00
430.251 · Supplies/Operating	1,770.05	3,434.74
430.33 · Vehicle Fuel	2,723.74	5,000.00
430.37 · Vehicle Repairs/Maintenance	1,276.98	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>	23,335.68	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	1,564.99	4,000.00
<b>438 · Maintenance Roads &amp; Bridges</b>		
438.25 · Repairs/Maintenance Supplies	3,070.40	7,000.00
438.31 · Professional Services/Engineer	5,408.09	22,000.00
438.61 · Construction of Roads	<u>5,402.40</u>	<u>211,061.49</u>
<b>Total 438 · Maintenance Roads &amp; Bridges</b>	13,880.89	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	4,151.88	10,800.00
481.20 · Health Care Benefit	5,000.00	5,000.00
481.30 · PSATS UC Fund	287.92	1,800.00
483.30 · Pension Contribution	1,800.00	4,000.00
483.31 · Administration of 457 Fund	<u>0.00</u>	<u>200.00</u>
<b>Total 481 · Employer Paid Benefits</b>	11,239.80	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>	157,895.20	921,577.18

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

<b>Income</b>		
341.02 · INTEREST ON SAVINGS	77.53	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>	116,783.47	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>