

## **September 13, 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, and Attorney James.

Guests present – Dave Lawrence, Wesley McDaniel, John McAllister, Sam Shipley, Harry McKean, and Bill Ridinger,

Supervisor Albin made **a motion to approve the August regular supervisor’s minutes and treasurers report as presented.** Chairman Osborne seconded the motion. The motion passed with 2 votes for, Chairman Osborne and Supervisor Albin. Supervisor Ketterman opposed.

Supervisor Albin made **a motion to approve the August workshop minutes as presented from.** Chairman Osborne seconded the motion. The motion passed with 2 votes for, Chairman Osborne and Supervisor Albin. Supervisor Ketterman opposed.

### **Public Comment**

Mr. Shipley, Mengus Mill Road, the Board advised him the nuisance complaint against him has been closed.

### **Planning Commission**

The Planning Commission did not have a September meeting.

### **Correspondence**

Attorney James reviewed the comments for the Vernon Sarro Trust Minor Subdivision Plan. He advises one deed for the right of way agreement should be recorded and would also like to see a copy of the trust.

### **Administrative Actions**

Supervisor Albin made **a motion to hire Dave Lawrence for the Project Coordinator position.** Chairman Osborne seconded the motion. The motion passed unanimously.

Supervisor Ketterman made **a motion to approve the Declaration of Disaster for Hurricane Ida.** Supervisor Albin seconded the motion. The motion passed unanimously.

Supervisor Albin made **a motion to approve the proposal from Clear View Excavating to reconstruct Updyke Road in the amount of \$4,800.00 contingent upon the bridge inspection report.** Chairman Osborne seconded the motion. The motion passed unanimously.

**Road Master**

Roadmaster is on vacation.

**Old Business**

Supervisor Ketterman made a motion to approve PIRMA Insurance for 2021/2022 in the amount of \$11,041. Supervisor Albin seconded the motion. The motion passed unanimously.

Supervisor Ketterman made a motion to approve the reduction in required financial security for the Akshay Vidyarthi Subdivision Plan in the amount of \$23,370.80 leaving \$11,124.00. Supervisor Albin seconded the motion. The motion passed unanimously.

**New Business**

**Payment of Bills**

Supervisor Albin made a motion to approve Payment Application #3 for the Germany Township Municipal Park Project in the amount of \$21,795.03 to be paid to York Excavating Co. Supervisor Ketterman seconded the motion. The motion passed unanimously.

Supervisor Ketterman made a motion to approve Payment Application #2 for the Gettysburg Road Phase IIIB Project in the amount of \$100,212.84 to G.B. Groft, Inc. Chairman Osborne seconded the motion. The motion passed unanimously.

Supervisor Ketterman made a motion to approve the distribution of the Fire/EMS Tax to Alpha Fire Company in the amount of \$2,307.17. Chairman Osborne seconded the motion. The motion passed unanimously.

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

Chairman Osborne submitted his letter of resignation.

There being no further business the meeting was adjourned at 7:04 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 August:**

G21-27	Garage	1760 Frederick Pike
G21-34	2 <sup>nd</sup> Floor over Garage	40 Matthew Court

G21-35	Garage	308 Ulricktown Road
G21-36	Shed	100 E Summit Drive
G21-37	Shed	45 Darlyn Drive

**Bills Paid August 10 – September 14, 2021**

1st Choice	70.00
Ace Hardware	29.77
Adams Electric	30.50
Agricultural Commodities, Inc.	244.60
Alpha Fire Company	2,307.17
C.S. Davidson	603.26
Comcast Cable	158.70
Doceo	249.63
Elwood	17.92
General Code	1,195.00
Gettysburg Times	250.50
KPI	7,744.52
Land & Sea	1,397.00
Met Ed	380.74
Nick's Garage Etc.	3,150.48
PA One Call	12.45
PAMCA	367.50
PIRMA	11,041.00
SEI	3,715.00
Stonesifer & Sons	35.60
Stuffle	500.00
Susan Hansen	77.49
Tim	45.00
Vid	16,450.80
W B Mason	4.99
Wetzel's Cleaning	125.00
Wm Hill	4,488.28
York Excavating Co. LLC	21,795.03
<b>TOTAL</b>	<b><u>76,487.93</u></b>

**Liquid Fuels**

	100,212.
GB Groft	84

## 2021 Budget/Actual

### Income

<b>301 · Real Property Taxes</b>		
301.10 · Current Year	67,460.74	67,000.00
301.11 · FIRE/EMS TAX	27,259.56	27,000.00
301.20 · Prior Year Taxes	1,437.65	1,000.00
301.2X · Real Estate Other	461.40	200.00
301.40 · Delinquent Taxes	1,117.52	500.00
301.60 · Interim	<u>162.03</u>	<u>200.00</u>
<b>Total 301 · Real Property Taxes</b>	<b>97,898.90</b>	<b>95,900.00</b>
<b>310 · Local Tax Act 511</b>		
310.01 · Per Capita Tax	9,220.10	9,500.00
310.02 · Per Capita Prior/Delinquent	807.00	750.00
310.10 · Real Estate Transfer Tax	50,763.75	50,000.00
310.21 · Earned Income Tax Current Yr.	159,656.77	200,000.00
310.22 · Prior Yr. Earned Income Tax	172,942.74	160,000.00
310.23 · Other	1,633.85	0.00
310.50 · Local Services Tax	<u>2,912.55</u>	<u>2,400.00</u>
<b>Total 310 · Local Tax Act 511</b>	<b>397,936.76</b>	<b>422,650.00</b>
<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>	<b>37,962.84</b>	<b>34,000.00</b>
<b>331 · Fines</b>		
331.10 · Court-District Magistrate	3,451.01	3,500.00
331.12 · Ordinance Violations	25.00	350.00
331.13 · State Police Fines	<u>750.77</u>	<u>2,000.00</u>
<b>Total 331 · Fines</b>	<b>4,226.78</b>	<b>5,850.00</b>
<b>341 · Interest Earnings</b>		
341.01 · Interest Checking	27.19	55.00
341.02 · Interest Savings	910.32	900.00
341.03 · CD Interest	<u>289.91</u>	<u>2,000.00</u>
<b>Total 341 · Interest Earnings</b>	<b>1,227.42</b>	<b>2,955.00</b>
<b>352 · American Rescue Plan Act</b>	<b>143,658.49</b>	
<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>	<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	<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	2,050.00	600.00
361.30 · Subdivision/Land Dev. Plan Fees	6,950.00	1,500.00
361.32 · Engineering Review/Inspect. Fee	325.00	1,000.00
361.56 · Stormwater Review & Inspections	<u>4,075.00</u>	<u>2,000.00</u>
<b>Total 361 · Charges for Services</b>	13,400.00	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	15,815.87	5,000.00
362.43 · DCED Fee	40.50	0.00
362.44 · Sewer Permits	8,725.00	3,000.00
362.47 · Driveway Permit Fees	465.00	500.00
362.48 · Well Permits	<u>775.00</u>	<u>500.00</u>
<b>Total 362 · Public Safety Fees</b>	26,646.37	9,000.00
<b>363 · Highway &amp; Streets</b>		
363.10 · Street/Curb Repairs	<u>1,045.61</u>	<u>1,200.00</u>
<b>Total 363 · Highway &amp; Streets</b>	1,045.61	1,200.00
<b>364 · Sanitation</b>		
364.50 · Sale of Recyclable Material	<u>306.08</u>	<u>250.00</u>
<b>Total 364 · Sanitation</b>	306.08	250.00
<b>367 · Recreation Fees</b>		
367.20 · Recreation Fees	<u>6,406.04</u>	<u>6,406.04</u>
<b>Total 367 · Recreation Fees</b>	6,406.04	6,406.04
392 · Interfund Operating Transfer	132,918.90	112,058.79
395 · Prior Year Refunds	<u>756.05</u>	<u>500.00</u>
<b>Total Income</b>	<u>864,390.24</u>	<u>921,557.18</u>

**Expense**

<b>400 · Legislative Body</b>		
400.05 · Supervisor Wages	3,750.00	5,625.00
400.16 · Planning Commission Wages	150.00	1,000.00
400.24 · Supervisor Operating	303.80	300.00
400.33 · Supervisor Mileage	<u>28.11</u>	<u>500.00</u>
<b>Total 400 · Legislative Body</b>	4,231.91	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	3,952.05	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>	3,952.05	5,800.00
<b>404 · Legal</b>		
404.31 · Legal Services/Fees	<u>2,241.25</u>	<u>10,000.00</u>
<b>Total 404 · Legal</b>	2,241.25	10,000.00
<b>405 · Secretary</b>		
405.10 · Secretary Wages	29,598.27	42,397.81
405.11 · Administrative Assistant	0.00	1,500.00
405.33 · Secretary Mileage	108.32	400.00
405.35 · Secretary Bonding	<u>1,426.00</u>	<u>1,426.00</u>
<b>Total 405 · Secretary</b>	31,132.59	45,723.81
<b>406 · Gen. Gov. Operating</b>		
406.10 · Project Coordination Wages	4,780.46	11,000.00
406.19 · Direct Deposit Fees	150.52	350.00
406.21 · Office Supplies	1,872.02	2,500.00
406.23 · Postage	187.00	500.00
406.26 · Furniture & Equipment	2,029.47	3,000.00
406.31 · Codification of Code	1,195.00	1,200.00
406.33 · Coordinators Mileage	95.46	300.00
406.34 · Advertising & Printing	1,282.93	1,500.00
406.42 · Dues & Memberships	1,404.15	2,000.00
406.46 · Education, Mtgs. & Conferences	<u>35.00</u>	<u>3,000.00</u>
<b>Total 406 · Gen. Gov. Operating</b>	13,032.01	25,350.00
<b>408 · Engineering</b>		
408.31 · Township Engineer/SEO	11,935.74	15,000.00
408.311 · Park Engineering	<u>8,743.51</u>	<u>12,020.00</u>
<b>Total 408 · Engineering</b>	20,679.25	27,020.00
<b>409 · Gov.'t Buildings &amp; Garage</b>		
409.01 · Building Loan Interest	6,303.21	10,925.26
409.10 · Maintenance Wages	0.00	500.00
409.25 · Bldg. Repair/Maint./Supplies	4,161.23	11,279.00
409.36 · Utilities	4,691.97	10,000.00
409.73 · Building Loan Principal	<u>16,265.85</u>	<u>11,072.70</u>
<b>Total 409 · Gov.'t Buildings &amp; Garage</b>	31,422.26	43,776.96
<b>411 · Public Safety</b>		
411.01 · Distribution of Fire/EMS Tax	27,259.54	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>	30,725.22	47,065.68

<b>413 · UCC &amp; Code Enforcement</b>		
413.31 · Code Enforcement Officer	<u>1,878.50</u>	<u>7,500.00</u>
<b>Total 413 · UCC &amp; Code Enforcement</b>	1,878.50	7,500.00
<b>414 · Zoning Ordinance/Planning</b>	0.00	1,000.00
<b>415 · Emergency Management</b>		
415.32 · Wireless Communications	966.81	1,200.00
415 · Emergency Management - Other	<u>0.00</u>	<u>200.00</u>
<b>Total 415 · Emergency Management</b>	966.81	1,400.00
<b>430 · PW Hgwys, Roads, Streets</b>		
430.15 · PW Wages	23,440.67	48,000.00
430.251 · Supplies/Operating	1,814.27	3,434.74
430.33 · Vehicle Fuel	3,707.60	5,000.00
430.37 · Vehicle Repairs/Maintenance	4,427.46	3,000.00
430.74 · Major Equipment Purchase	<u>23,245.03</u>	<u>20,026.00</u>
<b>Total 430 · PW Hgwys, Roads, Streets</b>	56,635.03	79,460.74
<b>432 · Winter Maintenance</b>		
432.10 · Snow Removal Wages	7,483.88	8,000.00
432.24 · Operating/Materials & Supplies	<u>4,741.93</u>	<u>10,000.00</u>
<b>Total 432 · Winter Maintenance</b>	12,225.81	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>
<b>Total 433.00 · Traffic Control</b>	131.53	10,500.00
<b>434.00 · Street Lighting</b>	2,368.84	4,000.00
<b>438 · Maintenance Roads &amp; Bridges</b>		
438.25 · Repairs/Maintenance Supplies	4,392.45	7,000.00
438.31 · Professional Services/Engineer	7,627.21	22,000.00
438.61 · Construction of Roads	<u>169,994.92</u>	<u>211,061.49</u>
<b>Total 438 · Maintenance Roads &amp; Bridges</b>	181,964.58	240,061.49
<b>439 · Highway Construction/Rebuilding</b>		
439.31 · Professional/Eng. Services	2,180.16	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>	2,180.16	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
<b>454.60 · Park &amp; Rec. Capital Project</b>	188,682.50	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	6,050.72	10,800.00
481.20 · Health Care Benefit	5,000.00	5,000.00
481.30 · PSATS UC Fund	348.1	1,800.00
483.30 · Pension Contribution	2,700.00	4,000.00
483.31 · Administration of 457 Fund	<u>0.00</u>	<u>200.00</u>
<b>Total 481 · Employer Paid Benefits</b>	14,098.83	21,800.00
<b>486 · Insurance Premiums</b>		
484 · Workers Compensation Insurance	6,406.00	6,375.00
486.20 · Property, Casualty, Auto	<u>11,061.00</u>	<u>12,000.00</u>
<b>Total 486 · Insurance Premiums</b>		18,375.00
<b>493 · Prior Year Expenditures</b>	<u>1,806.76</u>	<u>500.00</u>
<b>Total Expense</b>	617,822.89	921,577.18

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

<b>Income</b>		
341.02 · INTEREST ON SAVINGS	126.62	100.00
355.02 · LIQUID FUEL TAX	<u>116,705.94</u>	<u>113,304.01</u>
392.35 OPERATING TRANSFER	50,000.00	50,000.00
<b>Total Income</b>	166,832.56	163,404.01
<b>Expense</b>		
439 · HIGHWAY CONSTRUCTION/REBUILDING	<u>126,061.20</u>	<u>163,404.00</u>
<b>Total Expense</b>	126,061.20	163,404.00