

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
FEBRUARY 2, 2021 REGULAR MONTHLY MEETING AGENDA

Announced Visitors: None

- I. Call to Order – 7:00 PM
- II. Pledge of Allegiance
- III. Recognition of Visitors and Opportunity for Public Comment
- IV. Approval of Minutes
- V. Reports of Standing Committees
 - A. Public Works
 - B. Public Safety
 - C. Property
 - D. Parks & Recreation
 - E. Finance
 - F. Permits
 - G. Annaville Activities
- VI. Reports of Special Committees
 - A. Executive Sessions
 - B. Planning Commission
 - C. Historic Architectural Review Board (HARB)
 - D. Wage & Salary
 - E. Municipal Separate Storm Sewer System (MS4)
 - F. Greater Lebanon Refuse Authority (GLRA)
 - G. Fire Department
- VII. Old Business
 - A. Community Development Block Grant (CDBG)
 - B. Cable Franchise Renewal
 - C. Welcome Sign
- VIII. New Business
 - A. Municipal Assistance Program Floodplain Management Reimbursement
 - B. Letter to Lebanon Valley College Regarding Properties Remaining on Tax Rolls
- IX. Correspondence
- X. Pay Bills
- XI. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
February 2, 2021**

The February Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on February 2, 2021 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Rex A. Moore, President; Henri B. Lively, Vice President; Thomas R. Embich, Treasurer; Nevin R. Hoover; and Anthony C. Perrotto. Also in attendance were Nicholas T. Yingst, Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor; and Dean Wolfe, West Main Street.

President Moore called the meeting to order and led those present in the Pledge of Allegiance to the flag of the United States of America.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

President Moore provided an opportunity for public comment and no comments were noted from those in attendance.

APPROVAL OF MINUTES: MOTION by Mr. Perrotto, second by Mr. Embich to approve the minutes of the Regular Meeting held January 5, 2021 as presented. Motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

Public Works: The Public Works Report for January 2021 was reviewed, a copy of which is attached hereto and made a part of these minutes.

Public Safety: The Police Statistical Report for January 2021 was reviewed, which included information on calls responded to in South Annville Township over the past month. A copy is attached hereto and made a part of these minutes. The following item was then addressed:

Listing of Vehicle for Auction on Municibid: MOTION by Mr. Embich, second by Mr. Hoover to ratify authorization for listing the 2012 Dodge Charger sedan for auction on the Municibid online auction site. Motion carried unanimously.

Property: Nothing to report this month.

Parks & Recreation: Nothing to report this month.

Finance: Mr. Embich reviewed the Financial Report for January 2021, highlighting the total income and expenses through the first month of the year. A copy of the report is attached hereto and made a part of these minutes. Mr. Yingst provided information on General Fund check nos. 17268 and 17274 per a question from Mr. Hoover, and President Moore shared where the Township goes for state vehicle inspections.

Permits: The Permits Report for January 2021 was reviewed, a copy of which is attached hereto and made a part of these minutes.

Annville Activities: The following items were addressed:

ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.

WORK DONE FOR JANUARY 2021

- | | |
|---------------------------------|---|
| (1) <u>LIGHTS</u> | We repaired 5 downtown lights. |
| (2) <u>BANNERS</u> | We removed 18 banners to be repaired; we will be taking the remainder of the banners down to clean before spring. |
| (3) <u>TREES</u> | We picked 142 Christmas trees up; we will chip them in next couple of weeks. |
| (4) <u>VEHICLE MAINT</u> | Started to service equipment. |
| (5) <u>MS4</u> | We will be starting the annual inspection of the storm sewer system in the next couple of weeks. |

Respectfully submitted,
Les Powell

TOTAL MAN HRS FOR JANUARY 2021

WORK PROJECTS	LP	CK	JS	JV	GK	KH		Total Hrs
ASPHALT	0	0	0	0	0	0	0	0
BOLLARDS	0	0	0	0	0	0	0	0
BULK P/U	0	0	0	0	0	0	0	0
CHIPPING/BRANCHP/U	0	2	2	0	0	0	0	4
CHRISTMAS TREE	0	8	4	0	4	0	0	16
D/T LIGHTS	0	3	3	0	0	0	0	6
DUMPSTERS	0	1	8	0	0	0	0	9
EQUIP. MAINT	5	6	5	5	1	0	0	22
GARBAGE	0	0	0	0	0	0	0	0
GRASS CUTTING	0	0	0	0	0	0	0	0
LEAVES	0	0	0	0	0	0	0	0
LINE PAINTING	0	0	0	0	0	0	0	0
MEM.DAY PAR.	0	0	0	0	0	0	0	0
MISC	0	2	2	0	0	0	0	4
MS4	0	0	0	0	0	0	0	0
NNO	0	0	0	0	0	0	0	0
OLD ANN DAY	0	0	0	0	0	0	0	0
PAPER WORK	0	0	0	0	0	0	0	0
PARK	0	3	0	3	0	0	0	6
PARTS	0	0	0	0	0	0	0	0
PLOWING	0	0	0	0	0	0	0	0
POLICE	0	0	0	0	1	0	0	1
S. METAL	0	0	0	0	0	0	0	0
SALTING	0	0	0	0	0	0	0	0
SIDEWALKS (SNOW)	0	0	0	0	0	0	0	0
SIGN WORK	0	1	0	1	0	0	0	2
ST. REPAIRS	0	0	0	0	0	0	0	0
STORM DRAINS	0	1	0	1	0	0	0	2
SWEEPING	0	0	0	0	0	0	0	0
TOWN HALL	0	0	0	1	0	0	0	1
								73
TOTAL MAN HRS	5	27	24	11	6	0	0	0

TOTAL HRS FOR JAN

73

Annville Township Police Department

MONTHLY REPORT JANUARY 2021

Total Calls by Call Type From: 01/01/2021 - 01/28/2021

<u>Call Type</u>	<u>Total Calls</u>
AMBULANCE CALL	45
ASSIST OTHER POLICE	12
BACKGROUND INVESTIGATION	12
ACCIDENT, NON-REPORTABLE	7
DOMESTIC DISPUTE	7
TRAFFIC ENFORCEMENT - WARNING	7
POLICE INFORMATION	6
CHECK ON WELL BEING	5
SUSPICIOUS ACTIVITY	5
DOG COMPLAINT	4
NOISE COMPLAINT	4
PARKING COMPLAINT	4
SUSPICIOUS PERSON	4
ACCIDENT, REPORTABLE	3
REPOSSESSION	3
TRAFFIC HAZARD	3
ALARMS	2
ASSIST OTHER AGENCY	2
CHILD WELFARE INVESTIGATION	2
CRIMINAL MISCHIEF	2
DRIVING COMPLAINT	2
DUI	2
FIRE CALL	2
FRAUD	2
JUVENILE COMPLAINT	2
SCAM - PHONE - MAIL ETC	2
SUSPICIOUS VEHICLE	2
TRAFFIC ENFORCEMENT - CITATION	2
ACCESS DEVICE FRAUD	1
ACCIDENT, HIT & RUN	1
ANIMAL COMPLAINT	1
ASSIST MOTORIST	1
DUMPSTER	1
FIGHTING	1
FIREWORKS COMPLAINT	1
LANDLORD/TENANT ISSUE	1
MEGAN'S LAW NOTIFICATION	1
MISCELLANEOUS	1
NEIGHBORHOOD DISPUTE	1
PARKING ENFORCEMENT	1
PFA ORDER VIOLATION	1
PFA ORDER	1
RECON. ACCIDENT TEAM ASSISTANCE	1
ROAD CLOSURE / DETOUR / SIDEWALK /CONSTRUCTION	1
THEFT - UNLAWFUL TAKING	1

Total Calls: 172



**ANNVILLE TOWNSHIP
POLICE
MONTHLY REPORT
JANUARY 2021**



- CALLS FOR SERVICE 172
- ORDINANCE VIOLATIONS

- 1. ANIMAL 1
- 2. NOISE 4
- 3. PARKING 4
- 4. FIREWORKS 1
- 5. DOG 4

- CRIMINAL ARRESTS 03
 - ADULT 03
 - JUVENILE 00

- ASSEMBLY/DEMONSTRATION 7

- TOTAL TRAFFIC CITATIONS 2
- TOTAL TRAFFIC WARNINGS 7
- TOTAL NON-TRAFFIC CITATIONS 00
- TOTAL VEHICLE ACCIDENTS 11
 - REPORTABLE 03
 - NON-REPORTABLE 07
 - HIT & RUN 01

- PARKING TICKETS ISSUED 1

ANNVILLE ACCIDENT LOCATIONS

1. 26 West High Street
2. 202 West Main Street
3. 934/422
4. 200 Block East Main Street
5. 2 East Main Street
6. 1405 East Main Street
7. 1st Block West Main Street
8. 200 Block West Main Street
9. East Main & North Ulrich Streets

SOUTH ANNVILLE LOCATIONS

1. 2200 Block Horseshoe Pike
2. 800 Block Mount Wilson Road

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the One Month Ending January 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
REVENUES						
<u>Real Estate Taxes</u>						
01/301/100	R/E TAXES - CURRENT YEAR	\$ 943,452.00	\$ 0.00	\$ 0.00	0.00	943,452.00
01/301/400	R/E TAXES - DELINQUENT	26,000.00	608.55	608.55	2.34	25,391.45
	Subtotal	969,452.00	608.55	608.55	0.06	968,843.45
01/310/100	REALTY TRANSFER TAX	53,000.00	0.00	0.00	0.00	53,000.00
01/310/210	EARNED INCOME TAX - CURREN	383,000.00	19,400.00	19,400.00	5.07	363,600.00
01/310/220	EARNED INCOME TAX - PRIOR YR	450.00	0.00	0.00	0.00	450.00
01/310/300	LOCAL SERVICES TAX	102,000.00	2,300.00	2,300.00	2.25	99,700.00
	Total Taxes	1,507,902.00	22,308.55	22,308.55	1.48	1,485,593.45
<u>Licenses & Permits</u>						
01/320/350	LICENSE - JUNK YARD	25.00	0.00	0.00	0.00	25.00
01/320/610	LICENSE - TRANSIENT RETAIL	100.00	0.00	0.00	0.00	100.00
01/320/700	LICENSE - RESIDENTIAL RENTAL	8,700.00	2,080.00	2,080.00	23.91	6,620.00
01/320/800	LICENSE - CABLE TV FRANCHISE	37,000.00	0.00	0.00	0.00	37,000.00
01/320/810	LICENSE - CURB/SIDEWALK	150.00	0.00	0.00	0.00	150.00
01/320/820	LICENSE - STREET ENCROACHME	8,000.00	200.00	200.00	2.50	7,800.00
01/320/900	LICENSE - PLUMBING/EXCAVATO	1,000.00	175.00	175.00	17.50	825.00
	Subtotal	54,975.00	2,455.00	2,455.00	4.47	52,520.00
<u>Fines & Costs</u>						
01/330/110	FINES - VEHICLE CODE (PSP)	2,000.00	0.00	0.00	0.00	2,000.00
01/330/120	FINES - TWP. ORD. (DISTR MAG)	20,000.00	714.64	714.64	3.57	19,285.36
01/330/130	FINES - TWP. ORD. (PARKING)	4,000.00	0.00	0.00	0.00	4,000.00
01/330/150	FINES - CO. CLERK OF CRTS/PROB	8,000.00	55.57	55.57	0.69	7,944.43
	Subtotal	34,000.00	770.21	770.21	2.27	33,229.79
<u>Interest & Rent</u>						
01/340/000	INTEREST	3,300.00	0.00	0.00	0.00	3,300.00
	Subtotal	3,300.00	0.00	0.00	0.00	3,300.00
<u>Intergovernmental Revenues (Grants)</u>						
01/350/000	INTERGOV'T. REVENUES (GRANT	132,219.00	4,767.00	4,767.00	3.61	127,452.00
	Subtotal	132,219.00	4,767.00	4,767.00	3.61	127,452.00
<u>Subdivision / Land Development Fees</u>						
01/361/000	SUBDIVISION/LAND DEVELOP. FE	300.00	0.00	0.00	0.00	300.00
	Subtotal	300.00	0.00	0.00	0.00	300.00
<u>Trash Collection Fees</u>						
01/364/000	TRASH COLLECTION FEES	399,000.00	30,508.45	30,508.45	7.65	368,491.55
	Subtotal	399,000.00	30,508.45	30,508.45	7.65	368,491.55
<u>Miscellaneous Income</u>						
01/380/000	ADMINISTRATIVE FEES	5,500.00	305.00	305.00	5.55	5,195.00
01/381/500	DONATIONS	34,300.00	15,000.00	15,000.00	43.73	19,300.00
01/384/000	CONTRACTED SERVICES INCOME	62,000.00	11,935.00	11,935.00	19.25	50,065.00
01/391/000	REFUND PRIOR YR EXPEND	27,000.00	13,828.49	13,828.49	51.22	13,171.51

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the One Month Ending January 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
		128,800.00	41,068.49	41,068.49	31.89	87,731.51
<u>Transfers from Other Funds</u>						
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	\$ 2,260,496.00	\$ 101,877.70	\$ 101,877.70	4.51	2,158,618.30
EXPENDITURES						
<u>General Government</u>						
<u>Administration</u>						
01/400/110	SALARIES - COMMISSIONERS	\$ 9,375.00	\$ 0.00	\$ 0.00	0.00	9,375.00
01/400/120	SALARIES & WAGES - TWP. OFFIC	70,908.00	5,360.81	5,360.81	7.56	65,547.19
01/400/200	MATERIALS & SUPPLIES	5,600.00	583.26	583.26	10.42	5,016.74
01/400/210	RENTAL LICENSE EXPENSES	2,700.00	165.00	165.00	6.11	2,535.00
01/400/300	MISCELLANEOUS EXPENSE	5,700.00	2,168.84	2,168.84	38.05	3,531.16
01/400/310	LEGAL/AUDIT SERVICES	49,500.00	4,974.00	4,974.00	10.05	44,526.00
01/400/320	TELEPHONE	3,610.00	268.38	268.38	7.43	3,341.62
01/400/340	ADVERTISING & PRINTING	6,650.00	0.00	0.00	0.00	6,650.00
01/400/343	CODIFICATION	1,500.00	0.00	0.00	0.00	1,500.00
	Subtotal	155,543.00	13,520.29	13,520.29	8.69	142,022.71
<u>Treasurer / Tax Collector</u>						
01/402/200	MATERIALS & SUPPLIES	1,200.00	0.00	0.00	0.00	1,200.00
01/402/350	BOND PREMIUM	1,050.00	468.00	468.00	44.57	582.00
	Subtotal	2,250.00	468.00	468.00	20.80	1,782.00
<u>Municipal Building</u>						
01/409/145	CONTRACTED CUSTODIAL SERVI	5,970.00	495.00	495.00	8.29	5,475.00
01/409/200	MATERIALS & SUPPLIES	600.00	0.00	0.00	0.00	600.00
01/409/360	FUEL, LIGHT, WATER & SEWER	12,700.00	283.53	283.53	2.23	12,416.47
01/409/370	REPAIRS & MAINTENANCE - BLD	2,300.00	19.97	19.97	0.87	2,280.03
01/409/740	CAPITAL EXPEND	10,000.00	0.00	0.00	0.00	10,000.00
	Subtotal	31,570.00	798.50	798.50	2.53	30,771.50
	Total General Government	189,363.00	14,786.79	14,786.79	7.81	174,576.21
<u>Public Safety</u>						
<u>Police</u>						
01/410/130	SALARIES - POLICE	563,384.00	44,442.06	44,442.06	7.89	518,941.94
01/410/145	CONTRACTED CROSSING GUARD	10,796.00	1,199.60	1,199.60	11.11	9,596.40
01/410/200	MATERIALS & SUPPLIES	7,000.00	108.98	108.98	1.56	6,891.02
01/410/202	UNIFORM SUPPLIES & REPLACE	9,000.00	638.90	638.90	7.10	8,361.10
01/410/300	DUES, MEMBERSHIPS, MISC.	12,845.00	4,803.00	4,803.00	37.39	8,042.00
01/410/301	CONFERENCES, MTGS & MILEAG	3,000.00	0.00	0.00	0.00	3,000.00
01/410/310	POLICE LEGAL	18,000.00	2,004.71	2,004.71	11.14	15,995.29
01/410/320	TELEPHONE, RADIO & PAGER	9,285.00	1,235.14	1,235.14	13.30	8,049.86
01/410/330	VEHICLE FUEL	7,200.00	381.92	381.92	5.30	6,818.08
01/410/331	VEHICLE REPAIR & MAINTENAN	5,400.00	1,232.74	1,232.74	22.83	4,167.26
01/410/452	IT SUPPORT	17,795.00	857.87	857.87	4.82	16,937.13
01/410/460	TRAFFIC SIGNALS	600.00	51.10	51.10	8.52	548.90
01/410/740	CAPITAL OUTLAY	15,000.00	0.00	0.00	0.00	15,000.00
	Subtotal	679,305.00	56,956.02	56,956.02	8.38	622,348.98

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the One Month Ending January 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
<u>Fire</u>						
01/411/460	FIRE HYDRANT SERVICE	17,500.00	1,246.11	1,246.11	7.12	16,253.89
01/411/500	DONATION - VOLUNTEER FIRE C	78,000.00	0.00	0.00	0.00	78,000.00
01/411/510	DONATION - FIREMEN'S RELIEF	22,000.00	0.00	0.00	0.00	22,000.00
	Subtotal	117,500.00	1,246.11	1,246.11	1.06	116,253.89
<u>Ambulance</u>						
01/412/000	EMERGENCY MEDICAL SERVICES	20,000.00	5,000.00	5,000.00	25.00	15,000.00
	Subtotal	20,000.00	5,000.00	5,000.00	25.00	15,000.00
<u>Zoning</u>						
01/414/000	ZONING HEARING BOARD	1,400.00	0.00	0.00	0.00	1,400.00
01/414/100	H A R B EXPENSES	1,300.00	0.00	0.00	0.00	1,300.00
01/414/200	PLANNING COMMISSION	1,200.00	0.00	0.00	0.00	1,200.00
	Subtotal	3,900.00	0.00	0.00	0.00	3,900.00
01/415/000	EMERGENCY MANAGEMENT AGE	3,400.00	0.00	0.00	0.00	3,400.00
01/416/000	CODE ENFORCEMENT OFFICER	3,000.00	0.00	0.00	0.00	3,000.00
	Total Public Safety	827,105.00	63,202.13	63,202.13	7.64	763,902.87
<u>Health & Sanitation</u>						
01/427/300	MISCELLANEOUS EXPENSE	43,000.00	1,785.84	1,785.84	4.15	41,214.16
01/427/450	REFUSE COLLECTION CONTRACT	74,640.00	6,150.00	6,150.00	8.24	68,490.00
01/427/451	RECYCLING COLLECTION CONTR	77,640.00	6,150.00	6,150.00	7.92	71,490.00
01/427/460	REFUSE DISPOSAL EXPENSE	75,000.00	8,334.72	8,334.72	11.11	66,665.28
	Total Health & Sanitation	270,280.00	22,420.56	22,420.56	8.30	247,859.44
<u>Highway</u>						
01/430/100	SALARIES & WAGES - HIGHWAY	93,710.00	8,073.35	8,073.35	8.62	85,636.65
01/430/200	MATERIALS & SUPPLIES	2,800.00	0.00	0.00	0.00	2,800.00
01/430/300	MISCELLANEOUS EXPENSE	2,800.00	916.00	916.00	32.71	1,884.00
01/430/310	ENGINEERING SERVICES	50,000.00	0.00	0.00	0.00	50,000.00
01/430/320	TELEPHONE, RADIO & PAGER	900.00	58.69	58.69	6.52	841.31
01/430/330	VEHICLE OPERATING EXP. - FUEL	7,500.00	284.17	284.17	3.79	7,215.83
01/430/331	VEHICLE - OPERATING EXPENSE	2,000.00	0.00	0.00	0.00	2,000.00
01/430/740	CAPITAL OUTLAY	4,000.00	3,886.00	3,886.00	97.15	114.00
01/434/000	STREETLIGHTING	2,000.00	0.00	0.00	0.00	2,000.00
01/437/000	REP. & MAINT. - EQUIPMENT	7,800.00	0.00	0.00	0.00	7,800.00
01/438/000	REP. & MAINT. - STREETS	1,500.00	0.00	0.00	0.00	1,500.00
	Total Highway	175,010.00	13,218.21	13,218.21	7.55	161,791.79
<u>Miscellaneous</u>						
01/454/000	PARKS & RECREATION	1,600.00	0.00	0.00	0.00	1,600.00
01/455/000	COMMUNITY ACTIVITIES	6,000.00	0.00	0.00	0.00	6,000.00
01/456/500	LIBRARY - DONATION	22,500.00	0.00	0.00	0.00	22,500.00
01/466/000	DOWNTOWN AREA	5,500.00	105.17	105.17	1.91	5,394.83
01/471/350	LEASE RENTAL-PRINCIPAL	36,000.00	0.00	0.00	0.00	36,000.00
01/472/350	LEASE RENTAL-INTEREST	30,870.00	0.00	0.00	0.00	30,870.00
01/480/000	EMPL. BENEFITS & PAYROLL TA	503,414.00	30,424.12	30,424.12	6.04	472,989.88
01/486/000	INSURANCE	116,442.00	49,957.64	49,957.64	42.90	66,484.36

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the One Month Ending January 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
01/490/000	TRANSFER TO OTHER FUND	<u>76,412.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>76,412.00</u>
	Total Miscellaneous	<u>798,738.00</u>	<u>80,486.93</u>	<u>80,486.93</u>	10.08	<u>718,251.07</u>
	Total Expenditures	\$ <u>2,260,496.00</u>	\$ <u>194,114.62</u>	\$ <u>194,114.62</u>	8.59	<u>2,066,381.38</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>(92,236.92)</u>	\$ <u>(92,236.92)</u>	0.00	<u>92,236.92</u>

UNAUDITED

GENERAL FUND
Balance Sheet
January 31, 2021
ASSETS

Current Assets

CASH - CHECKING/SAVINGS	\$	176,445.24
CASH - JBT CHECKING		100.00
CASH - RECREATION DEPOSIT		14,607.57
CASH - PLGIT PRIME		398,949.77
DAEWOO & YEAGER FIRE ESCROW		67,194.76
AURAND FIRE ESCROW		21,160.26
PETTY CASH - OFFICE		100.00
PETTY CASH - POLICE		100.00
INVESTMENT IN COMMON STOCK		5,519.65
ACCOUNTS RECEIVABLE		6,446.02
ALLOWANCE FOR DOUBTFUL ACCTS		(1,000.00)

Total Current Assets		689,623.27
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Property and Equipment

Total Property and Equipment		0.00
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Other Assets

Total Other Assets		0.00
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Total Assets	\$	689,623.27
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LIABILITIES AND CAPITAL

Current Liabilities

GRANT - DISTRICT ATTY	\$	478.59
RECREATION DEPOSIT HELD		14,607.57
DAEWOO AND YEAGER FIRE ESCROW		67,194.76
AURAND FIRE ESCROW		21,160.26

Total Current Liabilities		103,441.18
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Long-Term Liabilities

Total Long-Term Liabilities		0.00
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Total Liabilities		103,441.18
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Capital

FUND BALANCE		678,419.01
Net Income		(92,236.92)

Total Capital		586,182.09
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Total Liabilities & Capital	\$	689,623.27
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SEWER FUND
Income Statement
For the One Month Ending January 31, 2021
ANNVILLE TOWNSHIP

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% Budget</u>	<u>Remaining Budget</u>
REVENUES						
08/340/000	INTEREST EARNED	\$ 4,000.00	\$ 0.00	\$ 0.00	0.00	4,000.00
08/360/000	SEWER RENTALS	1,596,000.00	125,297.44	125,297.44	7.85	1,470,702.56
08/361/000	SEWER RENTALS - EXTERNAL	20,800.00	1,458.95	1,458.95	7.01	19,341.05
08/380/000	ADMINISTRATIVE FEES	0.00	(5.00)	(5.00)	0.00	5.00
08/381/000	MANAGEMENT FEES - EXTERNAL	925.00	72.95	72.95	7.89	852.05
08/383/000	TREATMENT FEES	231,000.00	31,945.83	31,945.83	13.83	199,054.17
08/384/000	CAPACITY RESERVE FEES	20,820.00	0.00	0.00	0.00	20,820.00
08/385/000	MAINTENANCE CONTRACT FEES	32,000.00	8,000.00	8,000.00	25.00	24,000.00
08/395/000	REFUND OF PRIOR YEAR EXPENDI	18,000.00	0.00	0.00	0.00	18,000.00
Total Revenues		1,923,545.00	166,770.17	166,770.17	8.67	1,756,774.83
EXPENDITURES						
<u>Administration</u>						
08/400/100	WAGES & SALARIES-ADMIN	72,441.00	5,466.63	5,466.63	7.55	66,974.37
08/400/200	MATERIALS & SUPPLIES	7,450.00	933.93	933.93	12.54	6,516.07
08/400/300	MISCELLANEOUS	10,100.00	1,683.80	1,683.80	16.67	8,416.20
08/400/310	LEGAL SERVICES	7,000.00	198.00	198.00	2.83	6,802.00
08/400/311	AUDIT SERVICES	5,500.00	0.00	0.00	0.00	5,500.00
Total Administration		102,491.00	8,282.36	8,282.36	8.08	94,208.64
<u>Sewage Treatment</u>						
08/429/100	WAGES & SALARIES-OPERATIONS	245,608.00	16,906.07	16,906.07	6.88	228,701.93
08/429/200	MATERIALS & SUPPLIES	6,000.00	198.07	198.07	3.30	5,801.93
08/429/210	CHEMICALS - CHLORINE	2,000.00	750.00	750.00	37.50	1,250.00
08/429/220	CHEMICALS-FERROUS SULFATE	20,000.00	0.00	0.00	0.00	20,000.00
08/429/221	CHEMICALS	15,000.00	0.00	0.00	0.00	15,000.00
08/429/230	LABORATORY SUPPLIES & EQUIP	10,000.00	356.08	356.08	3.56	9,643.92
08/429/240	LIME & POLYMER	40,550.00	6,348.00	6,348.00	15.65	34,202.00
08/429/300	MISCELLANEOUS	6,400.00	400.53	400.53	6.26	5,999.47
08/429/301	TRAINING, CONFERENCES AND D	2,000.00	0.00	0.00	0.00	2,000.00
08/429/310	ENGINEERING SERVICES	15,500.00	4,414.91	4,414.91	28.48	11,085.09
08/429/311	LABORATORY TESTING SERVICES	13,000.00	1,009.00	1,009.00	7.76	11,991.00
08/429/320	TELEPHONE, RADIO & PAGER	4,500.00	367.00	367.00	8.16	4,133.00
08/429/330	VEHICLE - FUEL	8,000.00	403.31	403.31	5.04	7,596.69
08/429/331	VEHICLE - OPERATING EXPENSE	7,500.00	50.31	50.31	0.67	7,449.69
08/429/350	HEATING OIL	1,000.00	0.00	0.00	0.00	1,000.00
08/429/360	ELECTRICAL POWER, GAS & WAT	113,600.00	11,973.34	11,973.34	10.54	101,626.66
08/429/370	PLANT - REPAIR & MAINTENANCE	92,500.00	4,740.80	4,740.80	5.13	87,759.20
08/429/450	SEWERS - REPAIR & MAINTENAN	15,000.00	0.00	0.00	0.00	15,000.00
Total Sewage Treatment		618,158.00	47,917.42	47,917.42	7.75	570,240.58
<u>Debt Service</u>						
08/471/000	DEBT SERVICE PRINCIPAL	640,437.00	50,211.17	50,211.17	7.84	590,225.83
08/472/000	DEBT SERVICE - INTEREST	203,047.00	15,609.60	15,609.60	7.69	187,437.40
Total Debt Service		843,484.00	65,820.77	65,820.77	7.80	777,663.23
<u>Miscellaneous</u>						
08/480/000	EMPL. BENEFITS & PAYROLL TAX	306,433.00	21,749.84	21,749.84	7.10	284,683.16
08/486/000	INSURANCE	47,728.00	19,034.00	19,034.00	39.88	28,694.00
Total Miscellaneous		354,161.00	40,783.84	40,783.84	11.52	313,377.16
<u>Transfers to Other Funds</u>						
Total Transfers		0.00	0.00	0.00	0.00	0.00
Total Expenditures		1,918,294.00	162,804.39	162,804.39	8.49	1,755,489.61
Net Income/<Deficit>		\$ 5,251.00	\$ 3,965.78	\$ 3,965.78	75.52	1,285.22

UNAUDITED

SEWER FUND
Balance Sheet
January 31, 2021

ASSETS

Current Assets

CASH - CHECKING /SAVINGS	\$ 505,499.11
CASH - JBT CHECKING	100.00
CASH - PLGIT PRIME	389,889.22
BLAIRCO / MARTY'S MUSIC ESCROW	12,687.85
PETTY CASH - OFFICE	75.00
PETTY CASH - WWTP	50.00
ACCOUNTS RECEIVABLE	24,980.75

Total Current Assets		933,281.93
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Property and Equipment

LAND	263,036.60
BUILDINGS	16,214,865.76
BUILDINGS - ACCUM DEPRECIATION	(4,081,837.17)
SEWER LINES	1,678,838.79
SEWER LINES - ACCUM. DEPREC.	(1,672,552.45)
MACHINERY & EQUIPMENT	707,266.39
MACH. & EQUIP. - ACCUM. DEPREC	(594,355.33)
CONSTRUCTION IN PROGRESS	586,426.76

Total Property and Equipment		13,101,689.35
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Other Assets

OTHER ASSET - GENERAL PERMIT	11,244.94
GENERAL PERMIT- ACCUM AMORT	(11,244.94)
DEFERRED OUTFLOWS OF RESOURCES	10,462.00

Total Assets	\$	14,045,433.28
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LIABILITIES AND RETAINED EARNINGS

Current Liabilities

DUE TO PENNVEST	\$ 3,319.75
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Total Current Liabilities		3,319.75
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Long Term Liability

BLAIRCO / MARTY'S MUSIC ESCROW	12,687.85
NET PENSION LIABILITY	109,020.00
DEFERRED INFLOWS OF RESOURCES	51,986.00

Total Liabilities		177,013.60
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Retained Earnings

FUND BALANCE	(206,976.69)
RETAINED EARNINGS	14,071,430.59
Net Income	3,965.78

Total Retained Earnings		13,868,419.68
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Total Liabilities & Retained Earnings	\$	14,045,433.28
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CAPITAL RESERVE FUND -NEW

Income Statement

For the One Month Ending January 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
		REVENUES				
31/341/000	INTEREST EARNED	\$ 2,000.00	\$ 0.00	\$ 0.00	0.00	2,000.00
31/392/300	TRANSFER FROM GENERAL FUND	91,412.00	0.00	0.00	0.00	91,412.00
	Total Revenues	93,412.00	0.00	0.00	0.00	93,412.00
		EXPENDITURES				
		59,000.00	0.00	0.00	0.00	59,000.00
	TOWN HALL IMPROVEMENTS	47,355.00	0.00	0.00	0.00	47,355.00
	POLICE	15,000.00	0.00	0.00	0.00	15,000.00
	PAVING & SEALING PARKING LOTS	7,500.00	0.00	0.00	0.00	7,500.00
	WELCOME SIGN					
	Total Expenses	128,855.00	0.00	0.00	0.00	128,855.00
	<u>Transfers to Other Funds</u>					
	Total Transfers	0.00	0.00	0.00	0.00	0.00
	Total Expenditures	128,855.00	0.00	0.00	0.00	128,855.00
	Net Income/<Deficit>	\$ (35,443.00)	\$ 0.00	\$ 0.00	0.00	(35,443.00)

UNAUDITED

CAPITAL RESERVE FUND -NEW
Balance Sheet
January 31, 2021

ASSETS

Current Assets

NORTHWEST SAVINGS BANK	\$	<u>701,067.40</u>	
Total Current Assets			701,067.40

Other Assets

Total Other Assets			<u>0.00</u>
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Total Assets	\$	<u>701,067.40</u>	
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LIABILITIES AND FUND BALANCE

Current Liabilities

Total Current Liabilities			0.00
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Total Liabilities			<u>0.00</u>
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Fund Balance

FUND BALANCE	\$	701,067.40	
Net Income		<u>0.00</u>	

Total Fund Balance			<u>701,067.40</u>
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Total Liabilities & Fund Balance	\$	<u>701,067.40</u>	
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MOTOR LICENSE FUND
Income Statement
For the One Month Ending January 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
REVENUES						
35/340/000	INTEREST	\$ 1,000.00	\$ 0.00	\$ 0.00	0.00	1,000.00
35/341/000	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00
35/355/000	LIQUID FUELS TAX ALLOCATION	115,000.00	0.00	0.00	0.00	115,000.00
35/355/050	LIQUID FUELS TAX ALLOCATION	0.00	0.00	0.00	0.00	0.00
35/360/000	MISC. RECIEPTS	3,000.00	163.65	163.65	5.46	2,836.35
35/391/000	REFUND OF PRIOR YEAR EXPENSES	0.00	0.00	0.00	0.00	0.00
35/392/000	INTERFUND OPERATING TRFS - IN	0.00	0.00	0.00	0.00	0.00
	Total Revenues	119,000.00	163.65	163.65	0.14	118,836.35
EXPENDITURES						
<u>Maintenance</u>						
35/430/200	MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00
35/430/260	MINOR EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0.00
35/430/740	MAJOR EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0.00
35/432/200	SNOW & ICE REMOVAL MATERIALS	8,000.00	0.00	0.00	0.00	8,000.00
35/433/200	TRAFFIC SIGNS, MARKINGS, ETC	4,500.00	0.00	0.00	0.00	4,500.00
35/434/000	STREET LIGHTING	60,000.00	0.00	0.00	0.00	60,000.00
35/437/000	REPAIRS & MAINT. - EQUIPMENT	7,500.00	0.00	0.00	0.00	7,500.00
35/438/000	REPAIRS & MAINT. - STREETS	22,000.00	0.00	0.00	0.00	22,000.00
35/438/200	REPAIRS & MAINT. - BRIDGES	0.00	0.00	0.00	0.00	0.00
35/438/300	REPAIRS & MAINT. - STORM SEWER	21,000.00	0.00	0.00	0.00	21,000.00
	Total Maintenance	123,000.00	0.00	0.00	0.00	123,000.00
<u>Construction</u>						
35/439/000	HWY. CONSTRUCTION & REBUILDIN	0.00	0.00	0.00	0.00	0.00
35/439/200	CONST & REBUILD BRIDGES	0.00	0.00	0.00	0.00	0.00
35/439/300	STORM SEWER CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
	Total Construction	0.00	0.00	0.00	0.00	0.00
	Total Expenditures	123,000.00	0.00	0.00	0.00	123,000.00
	Net Income/<Deficit>	\$ (4,000.00)	\$ 163.65	\$ 163.65	(4.09)	(4,163.65)

UNAUDITED

MOTOR LICENSE FUND
Balance Sheet
January 31, 2021

ASSETS

Current Assets

CASH - PLGIT	\$	49,870.96
CASH - PLGIT PRIME		96,954.33
		<hr/>

Total Current Assets		146,825.29
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Total Assets	\$	<hr/> 146,825.29 <hr/>
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LIABILITIES AND FUND BALANCE

Current Liabilities

Total Current Liabilities		<hr/> 0.00
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Total Liabilities		0.00
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Fund Balance

FUND BALANCE	\$	146,661.64
Net Income		163.65
		<hr/>

Total Fund Balance		<hr/> 146,825.29
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Total Liabilities & Fund Balance	\$	<hr/> 146,825.29 <hr/>
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SEWER CAPITAL FUND
Income Statement
For the One Month Ending January 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
REVENUES						
30/341/000	INTEREST EARNED	\$ 7,000.00	\$ 0.00	\$ 0.00	0.00	7,000.00
30/391/000	TRANSFERS FROM SEWER FUND	0.00	0.00	0.00	0.00	0.00
30/395/000	TRANSFER FROM CAP RESERVE FUND	0.00	0.00	0.00	0.00	0.00
30/399/000	TRANSFER FROM ESCROW	0.00	0.00	0.00	0.00	0.00
	Total Revenues	<u>7,000.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>7,000.00</u>
EXPENDITURES						
30/429/700	MISC	6,000.00	0.00	0.00	0.00	6,000.00
30/429/720	EQUIPMENT	0.00	0.00	0.00	0.00	0.00
30/429/730	VEHICLES	0.00	0.00	0.00	0.00	0.00
30/429/750	PLANT IMPROVEMENTS	15,000.00	0.00	0.00	0.00	15,000.00
30/490/000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
	Total Expenditures	<u>21,000.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>21,000.00</u>
	Net Income/<Deficit>	<u>\$ (14,000.00)</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	0.00	<u>(14,000.00)</u>

UNAUDITED

SEWER CAPITAL FUND
Balance Sheet
January 31, 2021

ASSETS

Current Assets

CASH - PLGIT PRIME	\$	306,571.56	
INVESTMENTS - EDWARD JONES		537,621.97	
Total Current Assets			844,193.53

Property and Equipment

Total Property and Equipment			0.00
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Other Assets

Total Other Assets			0.00
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Total Assets	\$	844,193.53	
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LIABILITIES AND CAPITAL

Current Liabilities

Total Current Liabilities			0.00
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Long-Term Liabilities

Total Long-Term Liabilities			0.00
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Total Liabilities			0.00
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Capital

FUND BALANCE	\$	844,193.53	
Net Income		0.00	
Total Capital			844,193.53
Total Liabilities & Capital	\$	844,193.53	

MS4 FUND
INCOME STATEMENT
FOR THE ONE MONTH ENDING JANUARY 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
REVENUES						
40/341/000	INTEREST EARNED	\$ 1,000.00	\$ 0.00	0.00	0.00	1,000.00
40/350/000	MS4 FEES	110,000.00	7,281.86	7,281.86	6.62	102,718.14
40/399/000	TRANSFER FROM OTHER F	0.00	0.00	0.00	0.00	0.00
	TOTAL REVENUES	<u>111,000.00</u>	<u>7,281.86</u>	<u>7,281.86</u>	6.56	<u>103,718.14</u>
EXPENDITURES						
40/460/200	ADMINISTRATION	500.00	90.00	90.00	18.00	410.00
40/460/300	MISCELLANEOUS	2,500.00	0.00	0.00	0.00	2,500.00
40/460/310	CONSORTIUM PAYMENT	97,000.00	96,803.76	96,803.76	99.80	196.24
40/460/311	CONSORTIUM ADMIN. CO	0.00	0.00	0.00	0.00	0.00
40/460/312	ENGINEERING	5,000.00	0.00	0.00	0.00	5,000.00
40/490/000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
40/491/000	DISCOUNTS	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	<u>105,000.00</u>	<u>96,893.76</u>	<u>96,893.76</u>	92.28	<u>8,106.24</u>
	NET INCOME	<u>\$ 6,000.00</u>	<u>\$ (89,611.90)</u>	<u>(89,611.90)</u>	(1,493.	<u>95,611.90</u>

UNAUDITED

MS4 FUND
Balance Sheet
January 31, 2021

ASSETS

Current Assets		
CASH - FULTON	\$	26,631.59
CASH - JBT CHECKING		100.00
CASH - PLGIT PRIME		135,188.27
		<hr/>
Total Current Assets		161,919.86
Property and Equipment		
		<hr/>
Total Property and Equipment		0.00
Other Assets		
		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>161,919.86</u>

LIABILITIES AND CAPITAL

Current Liabilities		
MS4 FEES HELD IN ESCROW	\$	13,319.68
		<hr/>
Total Current Liabilities		13,319.68
Long-Term Liabilities		
		<hr/>
Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		13,319.68
Capital		
FUND BALANCE		238,212.08
Net Income		(89,611.90)
		<hr/>
Total Capital		148,600.18
		<hr/>
Total Liabilities & Capital	\$	<u>161,919.86</u>

GENERAL FUND
Cash Disbursements Journal
For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Check #	Vendor ID	Name	Debit Amount	Credit Amou
17241	ANN002	ANNVILLE TOWNSHIP PAYROLL F	30,742.81	30,742.81
17242	PAW001	PENNSYLVANIA AMERICAN WAT	44.14	44.14
17243	ATT001	A T & T MOBILITY	338.46	338.46
17244	COM008	COMCAST	107.87	107.87
17245	COV001	COVERALL SERVICE CO - HARRIS	495.00	495.00
17246	DOC001	DOC FRITCHEY TU	100.00	100.00
17247	HUM001	HUMANE SOCIETY OF LEB. COUN	450.00	450.00
17248	LEB002	LEBANON COUNTY D.E.S	420.00	420.00
17249	LEB022	LEBANON VALLEY CONSERVANC	100.00	100.00
17250	MET002	MET- ED	239.39 188.00 3,969.57	4,396.96
17251	MEY001	MEYER OIL COMPANY	381.92 284.17	666.09
17252	MOY003	B MOYER RADIO COMMUNICATI	341.25	341.25
17253	PAO001	PA ONE CALL SYSTEM INC	21.00	21.00
17254	PAW001	PENNSYLVANIA AMERICAN WAT	1,246.11	1,246.11
17255	PEN004	PENNSYLVANIA STATE ASSN OF	225.00	225.00
17256	PEN005	PENNSYLVANIA STATE ASSN OF	1,510.04	1,510.04
17257	QUI004	QUITTAPAHILLA WATERSHED AS	150.00	150.00
17258	REI001	REILLY WOLFSON ATTORNEYS A	1,134.00	1,134.00
17259	TEL001	TELESYSTEM	462.50	462.50
17260	ANN002	ANNVILLE TOWNSHIP PAYROLL F	32,036.39	32,036.39
17261	ALL004	ALL CITY MANAGEMENT SERVIC	839.72 359.88	1,199.60
17262	ASS001	ASSURITY LIFE INSURANCE COM	1,032.21	1,032.21
17263	BOW001	BOWMAN'S INSURANCE AGENCY	1,643.84	1,643.84

GENERAL FUND
Cash Disbursements Journal
For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Check #	Vendor ID	Name	Debit Amount	Credit Amou
17264	COH001	COHEN LAW GROUP	3,840.00	3,840.00
17265	GFL001	GFL ENVIRONMENTAL	12,300.00 168.25	12,468.25
17266	GRE001	GREATER LEB. REFUSE AUTHORI	10,158.06	10,158.06
17267	PEN010	PENNSYLVANIA CHIEFS OF	1,000.00 150.00 150.00	1,300.00
17268	SIM001	SIMON S. KETTERING & SONS INC	700.24	700.24
17269	STA001	STAPLES CREDIT PLAN	4.99	4.99
17270	STA005	STATE WORKERS' INSURANCE FU	775.00	775.00
17271	PA005	PA MUNICIPAL HEALTH INSURAN	24,908.51	24,908.51
17272	DEA001	DEARBORN GROUP	160.00	160.00
17273	EMC001	EMC INSURANCE COMPANIES	34,335.00	34,335.00
17274	JON002	JONO HARDWARE	3,886.00	3,886.00
17275	PEN019	PENN STATE HEALTH	5,000.00	5,000.00
17276	TRA001	TRAVELERS	468.00	468.00
17277	USP001	UNITED STATES POSTMASTER	548.00	548.00
17278	MET002	MET- ED	88.56 37.50 77.15 51.10 68.76 93.75 66.92 37.75 87.61 36.66	645.76
17279	AXO001	AXON ENTERPRISE, INC.	3,018.00	3,018.00
17280	BOW001	BOWMAN'S INSURANCE AGENCY	13,203.80	13,203.80
17281	BRI001	KIM AND DALE BRICKLEY	895.00	895.00
17282	CDB001	CAMPBELL DURRANT, P.C.	2,004.71	2,004.71
17283	CLE002	JASON CLECK	125.00	125.00
17284	DUG001	BERNARD DUGAN	125.00	

GENERAL FUND
Cash Disbursements Journal
For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Check #	Vendor ID	Name	Debit Amount	Credit Amou
				125.00
17285	HEI002	DARYLE HEISEY	125.00	125.00
17286	HIG001	C.M.HIGH, INC.	187.50	187.50
17287	LEB027	LEBANON CO POLICE COMBAT PI	35.00	35.00
17288	LOW001	LOWE'S COMPANIES, INC	11.42 19.97	31.39
17289	MAR005	MARCO	83.80	83.80
17290	PIT001	PIT'S TRUCK REPAIR	105.50	105.50
17291	POS001	POSTER COMPLIANCE CENTER	67.95	67.95
17292	POW003	POWER DMS, INC.	750.00	750.00
17293	RAP001	911 RAPID RESPONSE	13.90	13.90
17294	ROB001	GUY T ROBINSON, SR.	125.00	125.00
17295	STI003	WILLIAM STICKLER	125.00	125.00
17296	WBM001	W.B. MASON CO., INC.	56.54 7.34 48.99	6.31 106.56
17297	YIS001	YCG, INC.	1,095.00	1,095.00
Total			200,290.50	200,290.50

SEWER FUND

Cash Disbursements Journal

For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Check #	Vendor ID	Name	Debit Amount	Credit Amount
13133	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	12,967.29	12,967.29
13134	ANN004	ANNVILLE TWP PENNVEST ACCOUNT	65,820.77	65,820.77
13135	ATT001	AT&T MOBILITY	180.13	180.13
13136	CAP003	CAPITAL REGION COUNCIL OF GOV.	1,600.00	1,600.00
13137	CIT001	CITY OF LEBANON AUTHORITY	85.05	85.05
13138	MAR003	MARCO	83.80	83.80
13139	MEY001	MEYER OIL COMPANY	403.31	403.31
13140	OMN001	OMNISITE	165.00	165.00
13141	PAW001	AMERICAN WATER	80.63	80.63
13142	PAW002	P A W C	202.33	202.33
13143	POL001	POLLU-TECH, INC.	3,174.00	3,174.00
13144	REI003	REILLY WOLFSON ATTORNEYS AT LAW	198.00	198.00
13145	TEL002	TELESYSTEM	186.87	186.87
13146	UMB001	UMBERGERS OF FONTANA, INC.	71.88	71.88
13147	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	10,821.27	10,821.27
13148	HIR001	HIRERIGHT, LLC	35.28	35.28
13149	UGI001	UGI UTILITIES, INC.	1,663.04	1,663.04
13150	PAM001	PA MUNICIPAL HEALTH INSURANCE COOP	20,435.67	20,435.67
13151	AME005	AMERIGREEN INC.	3,910.92	3,910.92
13152	DEA002	DEARBORN GROUP	65.00	65.00
13153	EMC001	EMC INSURANCE COMPANIES	19,034.00	19,034.00
13154	MAG001	MAGUIRE'S FORD OF HERSHEY	50.31	50.31
13155	PEN002	PENNSYLVANIA STATE UNIVERSITY	405.00	405.00
13156	USP001	U.S. POSTMASTER	434.00	434.00
13157	MET001	MET-ED	10,107.97	

SEWER FUND

Cash Disbursements Journal

For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Check #	Vendor ID	Name	Debit Amount	Credit Amount
				10,107.97
13158	ALS001	ALS GROUP USA, CORP.	113.00 265.00 113.00 113.00	604.00
13159	AMA001	AMAZON CAPITAL SERVICES	47.28	47.28
13160	ANN001	ANNVILLE TOWNSHIP GENERAL FUND	30,508.45	30,508.45
13161	ANN007	ANNVILLE TOWNSHIP MS4 FUND	7,281.86	7,281.86
13162	COR001	CORNWELL DOOR SERVICE	178.00	178.00
13163	COR003	CPE	532.72	532.72
13164	GAN001	GANNETT FLEMING, INC.	4,414.91	4,414.91
13165	LAW001	LAWSON PRODUCTS, INC.	365.25	365.25
13166	POL001	POLLU-TECH, INC.	3,174.00	3,174.00
13167	POS001	POSTER COMPLIANCE CENTER	67.95	67.95
13168	THO001	THOMAS SCIENTIFIC	166.38 61.83 127.87	356.08
13169	UNI002	UNIVAR USA INC	750.00	750.00
13170	WBM0001	W.B. MASON CO., INC.	33.07	33.07
Total			200,495.09	200,495.09

CAPITAL RESERVE FUND -NEW

Cash Disbursements Journal

For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
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This report contains no data.

MOTOR LICENSE FUND
Cash Disbursements Journal

For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
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This report contains no data.

SEWER CAPITAL FUND

Cash Disbursements Journal

For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Descriptio	Debit Amou	Credit Amou
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This report contains no data.

MS4 FUND
Cash Disbursements Journal
For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Descriptio	Debit Amou	Credit Amou
1/7/21	1036	40/200/000 40/100/000	Invoice: 2021 REDEVELOPM ENT AUTH OF THE CO OF LEBANON	96,803.76	96,803.76
1/22/2	1037	40/200/000 40/100/000	Invoice: 01/22/21 INVOICE U.S. POSTMASTER	90.00	90.00
Total				<u>96,893.76</u>	<u>96,893.76</u>

Permits Report

Month of January 2021

Plumbing Permits issued	<u>1</u>	<u>\$25.00</u>
Plumbing Licenses issued	<u>4</u>	<u>\$100.00</u>
Excavator Licenses issued	<u>2</u>	<u>\$50.00</u>
Total Curb/Sidewalk Permit Fees Collected		<u></u>
Total Street Cut Permit Fees Collected		<u>\$200.00</u>
Total Tapping Fees Collected		<u></u>

Tapping Fees

Zoning Permits

#44-20	Tracy Gebhard	Add to a Structure
#1-21	Peter & Linda Heisey	Add to a Structure
#2-21	Brandon & Natalie Groff	Other
#3-21	Thomas Heanue	Erect / Replace a Sign

Curb/Sidewalk Permits

Street-Cut Permits

#2021-01	464 E. Maple Street	UGI Utilities, Inc.
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Burn Permit

2021 Memorial Day Parade – Designation of Date and Application for Street Closure: **MOTION** by Mr. Perrotto, second by Mr. Embich to (1) designate Saturday, May 29, 2021 as the date for the 2021 Memorial Day Parade and (2) authorize the Police Department to apply to the Pennsylvania Department of Transportation (PennDOT) for the necessary street closure permit for U.S. Route 422 between Mill Street in Cleona and State Route 934 beginning at 8 AM on that date. Motion carried unanimously.

2021 Historic Old Annville Day (HOAD) – Designation of Date and Application for Street Closure: Noting the HOAD Committee desired to move back the date of its event due to continued concerns regarding the COVID-19 pandemic, **MOTION** by President Moore, second by Mr. Hoover to (1) redesignate Saturday, August 14, 2021 as Historic Old Annville Day and (2) authorize the Police Department to apply to PennDOT for the necessary street closure permit for U.S. Route 422 between Cherry Street and State Route 934 beginning at 7:00 AM and ending at 3:00 PM on that date. Motion carried unanimously.

MOTION by Mr. Embich, second by Mr. Lively to approve the reports of the Standing Committees as presented. Motion carried unanimously.

REPORTS OF SPECIAL COMMITTEES:

Executive Sessions: Mr. Yingst reported that no Executive Sessions were held since the adjournment of the January Regular Meeting. An Executive Session was requested to be held prior to the adjournment of the evening's meeting to consult with counsel about potential litigation pertaining to the Americans with Disabilities Act and personnel matters pertaining to the police department.

Planning Commission: Mr. Perrotto reported the Planning Commission was planning to meet on February 8, 2021 to review a sketch plan submitted for the Lebanon Valley College (LVC) School of Nursing Building. The following items were then addressed:

Stone Hill Village Phase 3B-1 Land Development Plan Reapproval: Noting a request for same had been received from Eugene Martin of Stone Hill Village, **MOTION** by Mr. Perrotto, second by Mr. Embich to extend approval for the final land development plan for Phase 3B-1 of Stone Hill Village by an additional 90 days by reapproving said plan contingent upon all items in the Township Engineer's review letter being satisfactorily addressed and obtaining the necessary signatures. Motion carried unanimously.

LVC Locker Room Additions Land Development Plan Reapproval: Noting a request for same had been received from LVC's consultant for this project, **MOTION** by Mr. Perrotto, second by Mr. Hoover to extend approval for the preliminary/final land development plan for the LVC Locker Room Additions by an additional 90 days by reapproving said plan contingent upon all items in the Township Engineer's review letter being satisfactorily addressed and obtaining the necessary signatures. Motion carried by a vote of four to one with President Moore, Mr. Embich, Mr. Hoover, and Mr. Perrotto voting in favor of the motion and Mr. Lively voting against the motion.

Financial Security for Moore Land Development Plan: At the recommendation of the Township Engineer, **MOTION** by Mr. Perrotto, second by Mr. Lively to set the amount of financial security for the Moore preliminary/final land development plan at \$36,685. Motion carried by a vote of four to zero with Mr. Lively, Mr. Embich, Mr. Hoover, and Mr. Perrotto voting in favor of the motion and President Moore recusing himself from the vote, his explanation for doing so being attached and made a part of these minutes.

Historic Architectural Review Board (HARB): The following item was addressed:

Roof Replacement at 309 West Main Street: At the recommendation of HARB, **MOTION** by Mr. Embich, second by Mr. Lively to issue a Certificate of Appropriateness for a roof replacement at 309 West Main Street as proposed. Motion carried unanimously. Mr. Wolfe also inquired about the work being done at the Corvette Grille and Bar.

Wage & Salary: Nothing to report this month.

Municipal Separate Storm Sewer System (MS4): Mr. Embich provided a brief verbal report on MS4 matters for the past month, specifically noting personnel changes at the engineering firm used by the Lebanon County Stormwater Consortium.

Greater Lebanon Refuse Authority (GLRA): Mr. Embich provided a brief verbal report on GLRA matters for the past month, specifically noting the GLRA was granted permit approval for its proposed site expansion.

Fire Department: Mr. Lively reviewed the 2020 Annual Fire Chief's Report and 2020 Annual Statistical Report for the Union Hose Company (UHC), and he also reported on some recent leadership changes for the Cleona Fire Company. Noting that the municipality with the second highest call volume for the UHC in 2020 was South Annville Township, the Commissioners discussed their understanding of South Annville Township's contributions to its surrounding fire companies.

MOTION by Mr. Perrotto, second by Mr. Embich to approve the reports of the Special Committees as presented. Motion carried unanimously.

OLD BUSINESS:

Community Development Block Grant (CDBG): Mr. Yingst reported the Township Engineer believed the CDBG Church Street curb ramp upgrade project was on target for being put out for bid sometime the following month.

Cable Franchise Renewal: Nothing to report this month.

Welcome Sign: The Commissioners revisited the possible locations, costs, zoning variance requirements, maintenance responsibilities, and necessary agreements for placing a Township welcome sign on North State Route 934. In light of the possibility of lost tax revenues, there was

**CONFLICT OF INTEREST
ABSTENTION MEMORANDUM**

**TO: Annville Township Secretary
 Annville Township**

FROM: Rex Moore , **Annville Township Commissioner**


DATE: February 2, 2021

Pursuant to the Pennsylvania Public Official and Employee Ethics Law, I hereby declare that I abstain from voting regarding the following issue/motion:

Setting financial security for the Moore land development plan

My reason/conflict for abstaining from voting is as follows:

Vote pertains to my property



Signature
Commissioner
Annville Township

consensus to hold off on taking any action on such a sign at present and to ask Mr. Yingst to reach out to the sign company for an updated quote.

NEW BUSINESS:

Municipal Assistance Program (MAP) Floodplain Management Reimbursement: Mr. Yingst reported that 50% of eligible floodplain management costs from the prior year may be submitted to the State MAP for reimbursement. Noting the Township incurred \$2,811 in eligible costs in 2020 due to needing to update its floodplain regulations and flood zones on its zoning map, he asked for ratification of an application for reimbursement of 50% these costs, or \$1,405, from MAP funding. **MOTION** by Mr. Lively, second by Mr. Embich to ratify authorizing the Township Administrator's issuance of an application for \$1,405 to the State MAP for reimbursement of 2020 eligible floodplain management costs. Motion carried unanimously.

Letter to LVC Regarding Properties Remaining on Tax Rolls: Following review of same, **MOTION** by Mr. Perrotto, second by Mr. Embich to ratify President Moore's issuance of a letter to LVC President James M. MacLaren respectfully urging the college to return the Jeanne and Edward H. Arnold Health Professions Pavilion property to the tax rolls and to continue the college's past practice of allowing future property purchases and development on those properties to remain taxable. Motion carried unanimously.

Dislodged Water Line Cap Mr. Embich shared information about a water line cap on South Long Street that is periodically dislodged by snow plows. He noted he believed the problem was the type of cap used by the water company.

Valentine's Day Run: Chief Dugan shared information with the Commissioners received from a Township resident who would be running 60 kilometers on Valentine's Day in the northwest quadrant of the Township to raise money for the Children's Resource Center in honor of Max Schollenberger.

CORRESPONDENCE: The Board was informed of the following item of correspondence received since its January 2021 Regular Meeting:

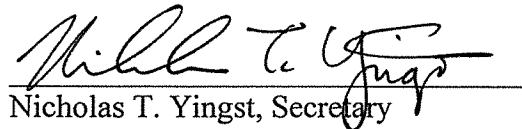
Caring Cupboard Donation: Mr. Yingst shared a thank you note received from the Caring Cupboard expressing its appreciation to the Township for its donation in 2020.

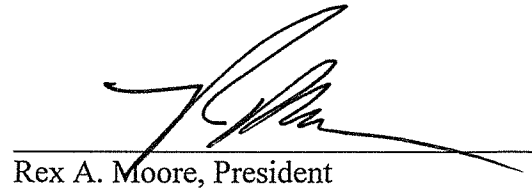
PAY BILLS: Following a question from Mr. Perrotto regarding General Fund check no. 17279 that was answered by Chief Dugan, **MOTION** by Mr. Lively, second by Mr. Perrotto to ratify the actions of the Township Administrator regarding payment of debts shown on the Finance Report (Cash Disbursement Journals of the various funds). Motion carried unanimously.

RECESS FOR EXECUTIVE SESSION: President Moore called a recess for an Executive Session and the room was cleared of the public at 7:44 PM. The Regular Meeting was reconvened at 8:51 PM with the five Commissioners, Mr. Yingst, Chief Dugan, and Mr. Lamoureux present.

Annville Township Board of Commissioners
Minutes of the February 2, 2021 Regular Meeting
Page No. 5

ADJOURNMENT: There being no further business to come before the Board, **MOTION** by Mr. Perrotto, second by Mr. Embich to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 8:52 PM.


Nicholas T. Yingst, Secretary


Rex A. Moore, President