

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
May 4, 2021**

The May Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on May 4, 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; Karen A. Gerhart, Assistant Township Administrator; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor; Philip Snavely, Chief of the Union Hose Company (UHC); Matt Woolson, Maple Street; Carissa Eby and Dustin Ferrillo, South King Street; Dean Wolfe, West Main Street; Bobbie and Ken Ginder, West Water Street; and Larry Mayes, South Annville Township.

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. Embich, second by Mr. Lively to approve the minutes of the Regular Meeting held April 6, 2021 as presented. Motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

Public Works: The Public Works Report for April 2021 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were then addressed:

Cardboard Dumpster at Drop-Off Facility: At the recommendation of the Public Works Superintendent, MOTION by Mr. Embich, second by Mr. Hoover to authorize making a cardboard dumpster available to residents at the drop-off facility. Motion carried unanimously.

Lebanon Valley College (LVC) School of Nursing Building Sewage Planning Exemption: At the recommendation of the Township Authority, MOTION Mr. Perrotto, second by Mr. Embich to authorize the issuance and execution of a sewage planning exemption for the LVC School of Nursing Building based upon adequate sewage capacity with no overload existing or projected within five years. The motion was then opened for discussion. Mr. Embich inquired if there were any medical substances to be discharged from the proposed building into the sewer system. Mr. Yingst suggested this question could be raised at the upcoming Planning Commission meeting where the plan for this project would be reviewed. Mr. Hoover asked about the significance of the five-year certification and it was noted that was set by statute. With no further questions or comments noted, the motion was voted upon and carried unanimously.

Property: The following item was addressed:

Town Hall Furnace Replacement Project: Mr. Yingst reported the storage tank had been removed earlier in the week with the removal of the existing furnace and the installation of the new furnace

ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.

WORK DONE FOR APRIL 2021

- (1) **SWEEPING** Spent 10 hrs sweeping in Cleona and 18 hrs sweeping in Annville
- (2) **FOUNTAIN** The fountain is running.
- (3) **POTHOLES** We have been trying to get potholes fixed but the asphalt plant keeps breaking down we will get to them in May.
- (4) **CARDBOARD** I would like to put the cardboard dumpster back out we are getting a lot of cardboard in the bulk dumpsters and the landfill does not want it out there.
- (5) **STUMPS** In May we are going to try and get stumps ground out and put bricks back in their location.

Respectfully submitted,
Les Powell

TOTAL MAN HRS FOR APRIL 2020

WORK PROJECTS	LP	CK	JS	JV	GK	KH	totals	
ASPHALT	0	0	0	0	0	0	0	
BOLLARDS	0	0	0	0	0	0	0	
BULK P/U	0	0	0	0	0	0	0	
CHIPPING/BRANCHP/U	0	2	2	0	0	0	4	
CHRISTMAS TREE	0	0	0	0	0	0	0	
D/T LIGHTS	0	2	2	0	0	0	4	
DUMPSTERS	20	0	52	16.5	16	0	104.5	
EQUIP. MAINT	0	0	0	0	0	0	0	
CROSSWALKS	0	3	3	3	0	0	9	
GRASS CUTTING	0	28.5	20	4.5	5	0	58	
LEAVES	0	0	0	0	0	0	0	
LINE PAINTING	0	0	0	0	0	0	0	
MEM.DAY PAR.	0	0	0	0	0	0	0	
MISC	0	0	0	0	0	0	0	
MS4	0	0	0	0	0	0	0	
NNO	0	0	0	0	0	0	0	
OLD ANN DAY	0	0	0	0	0	0	0	
PAPER WORK	0	0	0	0	0	0	0	
PARK	9	9	4	9	0	0	31	
PARTS	0	0	0	0	0	0	0	
PLOWING	0	0	0	0	0	0	0	
POLICE	0	1	1	2	0	0	4	
S. METAL	0	0	0	0	0	0	0	
SALTING	0	0	0	0	0	0	0	
SIDEWALKS (SNOW)	0	0	0	0	0	0	0	
SIGN WORK	0	0	0	0	0	0	0	
ST. REPAIRS	0	0	0	0	0	0	0	
STORM DRAINS	0	2	0	0	0	0	2	
SWEEPING	16	0	0	2	0	0	18	
TOWN HALL	0	1	0	2	2	0	5	
	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	
							239.5	TOTAL HRS FOR APRIL
TOTAL MAN HRS	45	48.5	84	39	23	0	239.5	
	144	165	197.5	134	40.5	0	681	TOTAL HRS FOR YEAR

COMMENTS

scheduled for sometime in the next few weeks. He further reported the natural gas connection had been scheduled with UGI and would likely be the last step of the project.

Parks & Recreation: Nothing to report this month.

Finance: Mr. Embich reviewed the Financial Report for April 2021, highlighting the total income and expenses through the fourth month of the year. A copy of the report is attached hereto and made a part of these minutes.

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

Annville Activities: Mr. Perrotto reported he would be participating in a planning meeting for Historic Old Annville Day later in the week.

Public Safety: The Police Statistical Report for April 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:

Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements: Chief Dugan reported the final inspection had been conducted by the Pennsylvania Department of Transportation (PennDOT) on the pedestrian improvements funded by the ARLE grant and, as a result, PennDOT had authorized the release of the reimbursement of its share of the project costs to the Township.

MOTION by Mr. Lively, second by Mr. Embich 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 April Regular Meeting. An Executive Session was requested to be held prior to the adjournment of the evening's meeting to discuss public safety matters pertaining to emergency preparedness and to consult with counsel about the sale of property, potential litigation pertaining to property, active litigation pertaining to Lebanon County Court of Common Pleas Action No. 2020-00078 in the matter of Kristofer H. Gacono and Christine R. Gacono v. Michael R. Semrau and Melanie Semrau and Annville Township, and personnel matters pertaining to unfair labor practice complaints filed by the Annville Township Police Officers Association.

Planning Commission (PC): Mr. Perrotto reported the PC met on April 12, 2021 and the draft minutes from that meeting were previously distributed to the Township Commissioners. He also noted the PC was planning to meet on May 10, 2021 to continue review on a revised preliminary/final subdivision and land development plan submitted by Synergy Health Development, LLC and to review the preliminary/final land development plan submitted for the LVC School of Nursing Building. The following items were then addressed:

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Four Months Ending April 30, 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	\$ 288,543.39	\$ 376,252.09	39.88	567,199.91
01/301/400	R/E TAXES - DELINQUENT	26,000.00	4,694.94	6,312.45	24.28	19,687.55
	Subtotal	969,452.00	293,238.33	382,564.54	39.46	586,887.46
01/310/100	REALTY TRANSFER TAX	53,000.00	6,830.60	16,013.20	30.21	36,986.80
01/310/210	EARNED INCOME TAX - CURREN	383,000.00	17,024.17	129,301.95	33.76	253,698.05
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	1,763.26	26,836.97	26.31	75,163.03
	Total Taxes	1,507,902.00	318,856.36	554,716.66	36.79	953,185.34
<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	50.00	50.00	50.00
01/320/700	LICENSE - RESIDENTIAL RENTAL	8,700.00	30.00	3,090.00	35.52	5,610.00
01/320/800	LICENSE - CABLE TV FRANCHISE	37,000.00	0.00	9,066.09	24.50	27,933.91
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	1,200.00	1,600.00	20.00	6,400.00
01/320/900	LICENSE - PLUMBING/EXCAVATO	1,000.00	100.00	400.00	40.00	600.00
	Subtotal	54,975.00	1,330.00	14,206.09	25.84	40,768.91
<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	1,157.31	3,531.69	17.66	16,468.31
01/330/130	FINES - TWP. ORD. (PARKING)	4,000.00	315.00	375.00	9.38	3,625.00
01/330/150	FINES - CO. CLERK OF CRTS/PROB	8,000.00	1,573.18	2,759.30	34.49	5,240.70
	Subtotal	34,000.00	3,045.49	6,665.99	19.61	27,334.01
<u>Interest & Rent</u>						
01/340/000	INTEREST	3,300.00	58.09	209.50	6.35	3,090.50
	Subtotal	3,300.00	58.09	209.50	6.35	3,090.50
<u>Intergovernmental Revenues (Grants)</u>						
01/350/000	INTERGOVT. REVENUES (GRANT)	132,219.00	0.00	4,767.00	3.61	127,452.00
	Subtotal	132,219.00	0.00	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	610.00	203.33	(310.00)
	Subtotal	300.00	0.00	610.00	203.33	(310.00)
<u>Trash Collection Fees</u>						
01/364/000	TRASH COLLECTION FEES	399,000.00	29,554.48	89,565.56	22.45	309,434.44
	Subtotal	399,000.00	29,554.48	89,565.56	22.45	309,434.44
<u>Miscellaneous Income</u>						
01/380/000	ADMINISTRATIVE FEES	5,500.00	(10.25)	1,030.00	18.73	4,470.00
01/381/500	DONATIONS	34,300.00	0.00	15,000.00	43.73	19,300.00
01/383/000	SALE OF ASSETS	0.00	0.00	6,600.00	0.00	(6,600.00)
01/384/000	CONTRACTED SERVICES INCOME	62,000.00	12,600.00	28,435.00	45.86	33,565.00

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Four Months Ending April 30, 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>
01/391/000	REFUND PRIOR YR EXPEND	27,000.00	50.00	16,137.49	59.77	10,862.51
		128,800.00	12,639.75	67,202.49	52.18	61,597.51
<u>Transfers from Other Funds</u>						
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	\$ 2,260,496.00	\$ 365,484.17	\$ 737,943.29	32.65	1,522,552.71

EXPENDITURES

General Government

Administration

01/400/110	SALARIES - COMMISSIONERS	\$ 9,375.00	\$ 0.00	\$ 2,343.75	25.00	7,031.25
01/400/120	SALARIES & WAGES - TWP. OFFIC	70,908.00	5,434.48	20,718.64	29.22	50,189.36
01/400/200	MATERIALS & SUPPLIES	5,600.00	266.96	1,647.72	29.42	3,952.28
01/400/210	RENTAL LICENSE EXPENSES	2,700.00	0.00	229.90	8.51	2,470.10
01/400/300	MISCELLANEOUS EXPENSE	5,700.00	83.80	2,588.06	45.40	3,111.94
01/400/310	LEGAL/AUDIT SERVICES	49,500.00	1,872.00	14,606.00	29.51	34,894.00
01/400/320	TELEPHONE	3,610.00	524.02	1,338.35	37.07	2,271.65
01/400/340	ADVERTISING & PRINTING	6,650.00	418.16	1,783.10	26.81	4,866.90
01/400/343	CODIFICATION	1,500.00	0.00	0.00	0.00	1,500.00
	Subtotal	155,543.00	8,599.42	45,255.52	29.10	110,287.48

Treasurer / Tax Collector

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	0.00	468.00	44.57	582.00
	Subtotal	2,250.00	0.00	468.00	20.80	1,782.00

Municipal Building

01/409/145	CONTRACTED CUSTODIAL SERVI	5,970.00	495.00	1,980.00	33.17	3,990.00
01/409/200	MATERIALS & SUPPLIES	600.00	164.06	223.54	37.26	376.46
01/409/360	FUEL, LIGHT, WATER & SEWER	12,700.00	266.79	2,667.10	21.00	10,032.90
01/409/370	REPAIRS & MAINTENANCE - BLD	2,300.00	245.24	265.21	11.53	2,034.79
01/409/740	CAPITAL EXPEND	10,000.00	0.00	0.00	0.00	10,000.00

Subtotal	31,570.00	1,171.09	5,135.85	16.27	26,434.15
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Total General Government	189,363.00	9,770.51	50,859.37	26.86	138,503.63
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Public Safety

Police

01/410/130	SALARIES - POLICE	563,384.00	40,722.69	167,646.33	29.76	395,737.67
01/410/145	CONTRACTED CROSSING GUARD	10,796.00	2,879.04	2,939.02	27.22	7,856.98
01/410/200	MATERIALS & SUPPLIES	7,000.00	1,082.30	3,072.07	43.89	3,927.93
01/410/202	UNIFORM SUPPLIES & REPLACE	9,000.00	0.00	2,566.44	28.52	6,433.56
01/410/300	DUES, MEMBERSHIPS, MISC.	12,845.00	25.00	7,868.00	61.25	4,977.00
01/410/301	CONFERENCES, MTGS & MILEAG	3,000.00	0.00	1,587.00	52.90	1,413.00
01/410/310	POLICE LEGAL	18,000.00	2,241.85	4,346.68	24.15	13,653.32
01/410/320	TELEPHONE, RADIO & PAGER	9,285.00	910.40	2,803.34	30.19	6,481.66
01/410/330	VEHICLE FUEL	7,200.00	399.73	997.40	13.85	6,202.60
01/410/331	VEHICLE REPAIR & MAINTENAN	5,400.00	136.66	937.65	17.36	4,462.35
01/410/452	IT SUPPORT	17,795.00	107.87	4,094.97	23.01	13,700.03
01/410/460	TRAFFIC SIGNALS	600.00	49.97	194.46	32.41	405.54
01/410/740	CAPITAL OUTLAY	15,000.00	0.00	0.00	0.00	15,000.00

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Four Months Ending April 30, 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>
Subtotal		679,305.00	48,555.51	199,053.36	29.30	480,251.64
<u>Fire</u>						
01/411/460	FIRE HYDRANT SERVICE	17,500.00	1,321.03	5,059.36	28.91	12,440.64
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	1,321.03	5,059.36	4.31	112,440.64
<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	100.00	100.00	7.14	1,300.00
01/414/100	H A R B EXPENSES	1,300.00	5.90	5.90	0.45	1,294.10
01/414/200	PLANNING COMMISSION	1,200.00	0.00	0.00	0.00	1,200.00
Subtotal		3,900.00	105.90	105.90	2.72	3,794.10
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	158.91	546.31	18.21	2,453.69
Total Public Safety		827,105.00	55,141.35	209,764.93	25.36	617,340.07
<u>Health & Sanitation</u>						
01/427/300	MISCELLANEOUS EXPENSE	43,000.00	4,466.43	7,349.90	17.09	35,650.10
01/427/450	REFUSE COLLECTION CONTRACT	74,640.00	6,150.00	18,450.00	24.72	56,190.00
01/427/451	RECYCLING COLLECTION CONTR	77,640.00	6,150.00	18,450.00	23.76	59,190.00
01/427/460	REFUSE DISPOSAL EXPENSE	75,000.00	8,213.04	18,098.70	24.13	56,901.30
Total Health & Sanitation		270,280.00	24,979.47	62,348.60	23.07	207,931.40
<u>Highway</u>						
01/430/100	SALARIES & WAGES - HIGHWAY	93,710.00	6,910.50	26,311.97	28.08	67,398.03
01/430/200	MATERIALS & SUPPLIES	2,800.00	139.60	139.60	4.99	2,660.40
01/430/300	MISCELLANEOUS EXPENSE	2,800.00	0.00	1,064.42	38.02	1,735.58
01/430/310	ENGINEERING SERVICES	50,000.00	5,131.70	9,408.76	18.82	40,591.24
01/430/320	TELEPHONE, RADIO & PAGER	900.00	59.62	237.09	26.34	662.91
01/430/330	VEHICLE OPERATING EXP. - FUEL	7,500.00	427.75	1,039.06	13.85	6,460.94
01/430/331	VEHICLE - OPERATING EXPENSE	2,000.00	317.23	364.14	18.21	1,635.86
01/430/740	CAPITAL OUTLAY	4,000.00	0.00	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	12,986.40	42,451.04	24.26	132,558.96
<u>Miscellaneous</u>						
01/454/000	PARKS & RECREATION	1,600.00	0.00	799.32	49.96	800.68
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	93.28	368.83	6.71	5,131.17
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	28,569.51	118,484.57	23.54	384,929.43

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Four Months Ending April 30, 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>
01/486/000	INSURANCE	116,442.00	775.00	75,068.23	64.47	41,373.77
01/490/000	TRANSFER TO OTHER FUND	76,412.00	0.00	0.00	0.00	76,412.00
	Total Miscellaneous	<u>798,738.00</u>	<u>29,437.79</u>	<u>194,720.95</u>	24.38	<u>604,017.05</u>
	Total Expenditures	\$ <u>2,260,496.00</u>	\$ <u>132,315.52</u>	\$ <u>560,144.89</u>	24.78	<u>1,700,351.11</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>233,168.65</u>	\$ <u>177,798.40</u>	0.00	<u>(177,798.40)</u>

UNAUDITED

GENERAL FUND

Balance Sheet

April 30, 2021

ASSETS

Current Assets		
CASH - JBT CHECKING	\$	606,821.35
CASH - RECREATION DEPOSIT		14,608.65
CASH - PLGIT PRIME		198,999.92
DAEWOO & YEAGER FIRE ESCROW		67,204.80
PETTY CASH - OFFICE		100.00
PETTY CASH - POLICE		100.00
INVESTMENT IN COMMON STOCK		5,010.61
ACCOUNTS RECEIVABLE		41,590.62
ALLOWANCE FOR DOUBTFUL ACCTS		(8,500.00)
		<hr/>
Total Current Assets		925,935.95
Property and Equipment		<hr/>
Total Property and Equipment		0.00
Other Assets		<hr/>
Total Other Assets		0.00
Total Assets	\$	<hr/> <u>925,935.95</u>

LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$	5.00
GRANT - DISTRICT ATTY		478.59
RECREATION DEPOSIT HELD		14,608.65
DAEWOO AND YEAGER FIRE ESCROW		67,204.80
		<hr/>
Total Current Liabilities		82,297.04
Long-Term Liabilities		<hr/>
Total Long-Term Liabilities		0.00
Total Liabilities		<hr/> 82,297.04
Capital		
FUND BALANCE		665,840.51
Net Income		177,798.40
		<hr/>
Total Capital		843,638.91
Total Liabilities & Capital	\$	<hr/> <u>925,935.95</u>

SEWER FUND
Income Statement
For the Four Months Ending April 30, 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	\$ 142.03	\$ 291.06	7.28	3,708.94
08/360/000	SEWER RENTALS	1,596,000.00	125,108.05	547,760.39	34.32	1,048,239.61
08/361/000	SEWER RENTALS - EXTERNAL	20,800.00	1,454.60	8,684.78	41.75	12,115.22
08/380/000	ADMINISTRATIVE FEES	0.00	0.00	183.65	0.00	(183.65)
08/381/000	MANAGEMENT FEES - EXTERNAL	925.00	53.04	390.12	42.18	534.88
08/383/000	TREATMENT FEES	231,000.00	22,423.01	121,933.86	52.79	109,066.14
08/384/000	CAPACITY RESERVE FEES	20,820.00	0.00	5,204.88	25.00	15,615.12
08/385/000	MAINTENANCE CONTRACT FEES	32,000.00	8,070.00	8,070.00	25.22	23,930.00
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	157,250.73	692,518.74	36.00	1,231,026.26
EXPENDITURES						
<u>Administration</u>						
08/400/100	WAGES & SALARIES-ADMIN	72,441.00	5,542.44	21,106.34	29.14	51,334.66
08/400/200	MATERIALS & SUPPLIES	7,450.00	196.86	2,048.46	27.50	5,401.54
08/400/300	MISCELLANEOUS	10,100.00	0.00	2,420.00	23.96	7,680.00
08/400/310	LEGAL SERVICES	7,000.00	738.00	1,935.00	27.64	5,065.00
08/400/311	AUDIT SERVICES	5,500.00	0.00	2,750.00	50.00	2,750.00
	Total Administration	102,491.00	6,477.30	30,259.80	29.52	72,231.20
<u>Sewage Treatment</u>						
08/429/100	WAGES & SALARIES-OPERATIONS	245,608.00	18,316.18	69,102.75	28.14	176,505.25
08/429/200	MATERIALS & SUPPLIES	6,000.00	0.00	555.12	9.25	5,444.88
08/429/210	CHEMICALS - CHLORINE	2,000.00	0.00	750.00	37.50	1,250.00
08/429/220	CHEMICALS-FERROUS SULFATE	20,000.00	3,651.33	3,651.33	18.26	16,348.67
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	505.48	2,637.35	26.37	7,362.65
08/429/240	LIME & POLYMER	40,550.00	3,335.00	16,031.00	39.53	24,519.00
08/429/300	MISCELLANEOUS	6,400.00	0.00	2,415.25	37.74	3,984.75
08/429/301	TRAINING, CONFERENCES AND D	2,000.00	60.00	555.00	27.75	1,445.00
08/429/310	ENGINEERING SERVICES	15,500.00	1,123.01	3,775.76	24.36	11,724.24
08/429/311	LABORATORY TESTING SERVICES	13,000.00	911.00	3,893.00	29.95	9,107.00
08/429/320	TELEPHONE, RADIO & PAGER	4,500.00	377.52	1,495.55	33.23	3,004.45
08/429/330	VEHICLE - FUEL	8,000.00	297.35	1,288.12	16.10	6,711.88
08/429/331	VEHICLE - OPERATING EXPENSE	7,500.00	89.92	1,110.06	14.80	6,389.94
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	8,692.49	39,897.35	35.12	73,702.65
08/429/370	PLANT - REPAIR & MAINTENANCE	92,500.00	9,288.54	26,918.85	29.10	65,581.15
08/429/450	SEWERS - REPAIR & MAINTENAN	15,000.00	0.00	141.91	0.95	14,858.09
	Total Sewage Treatment	618,158.00	46,647.82	174,218.40	28.18	443,939.60
<u>Debt Service</u>						
08/471/000	DEBT SERVICE PRINCIPAL	640,437.00	50,478.39	201,378.81	31.44	439,058.19
08/472/000	DEBT SERVICE - INTEREST	203,047.00	15,342.38	61,904.27	30.49	141,142.73
	Total Debt Service	843,484.00	65,820.77	263,283.08	31.21	580,200.92
<u>Miscellaneous</u>						
08/480/000	EMPL. BENEFITS & PAYROLL TAX	306,433.00	21,834.45	85,780.54	27.99	220,652.46
08/486/000	INSURANCE	47,728.00	0.00	25,053.96	52.49	22,674.04
	Total Miscellaneous	354,161.00	21,834.45	110,834.50	31.29	243,326.50
<u>Transfers to Other Funds</u>						
08/491/000	REFUND PRIOR YEAR REVENUE	0.00	0.00	(1,506.00)	0.00	1,506.00
	Total Transfers	0.00	0.00	(1,506.00)	0.00	1,506.00
	Total Expenditures	1,918,294.00	140,780.34	577,089.78	30.08	1,341,204.22
	Net Income/<Deficit>	\$ 5,251.00	\$ 16,470.39	\$ 115,428.96	2,198.23	(110,177.96)

UNAUDITED

SEWER FUND
Income Statement
For the Four Months Ending April 30, 2021
ANNVILLE TOWNSHIP

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current</u> <u>Month</u>	<u>Y-T-D Actual</u>	<u>%</u> <u>Budget</u>	<u>Remaining</u> <u>Budget</u>

SEWER FUND
Balance Sheet
April 30, 2021

ASSETS

Current Assets

CASH - JBT CHECKING	\$ 895,265.35
CASH - PLGIT PRIME	89,932.26
BLAIRCO / MARTY'S MUSIC ESCROW	12,688.23
PETTY CASH - OFFICE	75.00
PETTY CASH - WWTP	50.00
ACCOUNTS RECEIVABLE	15,986.80
ACCOUNTS RECEIVABLE - OTHER	168,576.22
	<hr/>

Total Current Assets		1,182,573.86
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Property and Equipment

LAND	263,036.60
BUILDINGS	16,821,371.86
BUILDINGS - ACCUM DEPRECIATION	(4,447,771.81)
SEWER LINES	1,678,838.79
SEWER LINES - ACCUM. DEPREC.	(1,673,614.00)
MACHINERY & EQUIPMENT	716,758.11
MACH. & EQUIP. - ACCUM. DEPREC	(625,561.62)
	<hr/>

Total Property and Equipment		12,733,057.93
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Other Assets

OTHER ASSET - GENERAL PERMIT	11,244.94
GENERAL PERMIT- ACCUM AMORT	(11,244.94)
DEFERRED OUTFLOWS OF RESOURCES	4,778.00
	<hr/>

Total Assets	\$	13,920,409.79
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LIABILITIES AND RETAINED EARNINGS

Current Liabilities

Total Current Liabilities		0.00
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Long Term Liabilty

BLAIRCO / MARTY'S MUSIC ESCROW	\$ 12,688.23
NET PENSION LIABILITY	34,242.00
DEFERRED INFLOWS OF RESOURCES	74,016.00
	<hr/>

Total Liabilities		120,946.23
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Retained Earnings

FUND BALANCE	(206,976.69)
RETAINED EARNINGS	13,891,011.29
Net Income	115,428.96
	<hr/>

Total Retained Earnings		13,799,463.56
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Total Liabilities & Retained Earnings	\$	13,920,409.79
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CAPITAL RESERVE FUND -NEW
Income Statement
For the Four Months Ending April 30, 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	\$ 59.55	\$ 172.87	8.64	1,827.13
31/392/300	TRANSFER FROM GENERAL FUND	91,412.00	0.00	0.00	0.00	91,412.00
	Total Revenues	93,412.00	59.55	172.87	0.19	93,239.13
	EXPENDITURES					
	TOWN HALL IMPROVEMENTS	59,000.00	0.00	0.00	0.00	59,000.00
31/409/745	POLICE	47,355.00	0.00	0.00	0.00	47,355.00
31/410/740	PAVING & SEALING PARKING LOTS	15,000.00	0.00	0.00	0.00	15,000.00
31/445/000	WELCOME SIGN	7,500.00	0.00	0.00	0.00	7,500.00
	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)	\$ 59.55	\$ 172.87	(0.49)	(35,615.87)

UNAUDITED

CAPITAL RESERVE FUND -NEW

Balance Sheet

April 30, 2021

ASSETSCurrent Assets

NORTHWEST SAVINGS BANK	\$	<u>701,240.27</u>	
Total Current Assets			701,240.27

Other Assets

Total Other Assets			<u>0.00</u>
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Total Assets	\$	<u>701,240.27</u>	
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LIABILITIES AND FUND BALANCECurrent Liabilities

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

FUND BALANCE	\$	701,067.40	
Net Income		<u>172.87</u>	
Total Fund Balance			<u>701,240.27</u>
Total Liabilities & Fund Balance	\$	<u>701,240.27</u>	

MOTOR LICENSE FUND
Income Statement
For the Four Months Ending April 30, 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	\$ 5.28	\$ 17.55	1.76	982.45
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	120,309.78	104.62	(5,309.78)
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	0.00	2,323.83	77.46	676.17
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	<u>119,000.00</u>	<u>5.28</u>	<u>122,651.16</u>	103.07	<u>(3,651.16)</u>
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	1,629.95	1,629.95	20.37	6,370.05
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	13,647.71	13,647.71	22.75	46,352.29
35/437/000	REPAIRS & MAINT. - EQUIPMENT	7,500.00	1,523.33	1,523.33	20.31	5,976.67
35/438/000	REPAIRS & MAINT. - STREETS	22,000.00	143.22	143.22	0.65	21,856.78
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	<u>123,000.00</u>	<u>16,944.21</u>	<u>16,944.21</u>	13.78	<u>106,055.79</u>
<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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>0.00</u>
	Total Expenditures	<u>123,000.00</u>	<u>16,944.21</u>	<u>16,944.21</u>	13.78	<u>106,055.79</u>
	Net Income/<Deficit>	<u>\$ (4,000.00)</u>	<u>\$ (16,938.9</u>	<u>\$ 105,706.95</u>	(2,642.67)	<u>(109,706.9</u>

UNAUDITED

MOTOR LICENSE FUND

Balance Sheet

April 30, 2021

ASSETSCurrent Assets

CASH - PLGIT	\$	155,399.30
CASH - PLGIT PRIME		96,969.29
		<hr/>

Total Current Assets		252,368.59
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Total Assets	\$	<hr/> 252,368.59 <hr/>
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LIABILITIES AND FUND BALANCECurrent 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		105,706.95
		<hr/>

Total Fund Balance		252,368.59
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Total Liabilities & Fund Balance	\$	<hr/> 252,368.59 <hr/>
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Unaudited

SEWER CAPITAL FUND
Income Statement
For the Four Months Ending April 30, 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	\$ 1,740.35	\$ 2,284.68	32.64	4,715.32
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>1,740.35</u>	<u>2,284.68</u>	32.64	<u>4,715.32</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>\$ 1,740.35</u>	<u>\$ 2,284.68</u>	(16.32)	<u>(16,284.68)</u>

UNAUDITED

SEWER CAPITAL FUND

Balance Sheet

April 30, 2021

ASSETSCurrent Assets

CASH - PLGIT PRIME	\$	306,618.86
INVESTMENTS - EDWARD JONES		539,859.35

Total Current Assets		846,478.21
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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	\$	846,478.21
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LIABILITIES AND CAPITALCurrent 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		2,284.68

Total Capital		846,478.21
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Total Liabilities & Capital	\$	846,478.21
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Unaudited

MS4 FUND
INCOME STATEMENT
FOR THE FOUR MONTHS ENDING APRIL 30, 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	\$ 17.29	39.73	3.97	960.27
40/350/000	MS4 FEES	110,000.00	8,886.87	28,534.48	25.94	81,465.52
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>8,904.16</u>	<u>28,574.21</u>	25.74	<u>82,425.79</u>
EXPENDITURES						
40/460/200	ADMINISTRATION	500.00	0.00	238.08	47.62	261.92
40/460/300	MISCELLANEOUS	2,500.00	0.00	0.00	0.00	2,500.00
40/460/310	CONSORTIUM PAYMENT	97,000.00	0.00	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>0.00</u>	<u>97,041.84</u>	92.42	<u>7,958.16</u>
	NET INCOME	<u>\$ 6,000.00</u>	<u>\$ 8,904.16</u>	<u>(68,467.63)</u>	(1,141.	<u>74,467.63</u>

UNAUDITED

MS4 FUND
Balance Sheet
April 30, 2021

ASSETS

Current Assets		
CASH - JBT CHECKING	\$ 96,244.96	
CASH - PLGIT PRIME	<u>100,207.13</u>	
Total Current Assets		196,452.09
Property and Equipment	<u></u>	
Total Property and Equipment		0.00
Other Assets	<u></u>	
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>196,452.09</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
MS4 FEES HELD IN ESCROW	\$ <u>13,319.68</u>	
Total Current Liabilities		13,319.68
Long-Term Liabilities	<u></u>	
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		13,319.68
Capital		
FUND BALANCE	251,600.04	
Net Income	<u>(68,467.63)</u>	
Total Capital		<u>183,132.41</u>
Total Liabilities & Capital	\$	<u><u>196,452.09</u></u>

GENERAL FUND
Cash Disbursements Journal
For the Period From Apr 1, 2021 to Apr 30, 2021

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
18075	ANN002	ANNVILLE TOWNSHIP PAYROLL F	28,996.24	28,996.24
18076	ALL004	ALL CITY MANAGEMENT SERVIC	959.68 1,079.64	2,039.32
18077	AME002	AMERICAN ROCK SALT CO.	3,255.32	3,255.32
18078	ATT001	A T & T MOBILITY	353.26	353.26
18079	CDB001	CAMPBELL DURRANT, P.C.	2,241.85	2,241.85
18080	CHO001	CHOICE COMMUNICATIONS	650.00	650.00
18081	COM008	COMCAST	107.87	107.87
18082	COV001	COVERALL SERVICE CO - HARRIS	495.00	495.00
18083	CRY001	CRYSTAL SPRINGS	50.01	50.01
18084	GRE001	GREATER LEB. REFUSE AUTHORI	12,679.47	12,679.47
18085	HAC001	HACKMAN FIRE EQUIPMENT	150.50	150.50
18086	MET002	MET- ED	215.47 183.61 3,892.69	4,291.77
18087	MEY001	MEYER OIL COMPANY	427.75 399.73	827.48
18088	PA005	PA MUNICIPAL HEALTH INSURAN	24,908.51	24,908.51
18089	PAW001	PENNSYLVANIA AMERICAN WAT	51.32 1,321.03	1,372.35
18090	PEN019	PENN STATE HEALTH	5,000.00	5,000.00
18091	REI001	REILLY WOLFSON ATTORNEYS A	1,872.00	1,872.00
18092	RRD001	RR DONNELLEY	20.90	20.90
18093	SPO001	SSM GROUP, INC.	166.00 996.00 5,594.00 1,319.25 420.00 2,396.45	10,891.70
18094	STA005	STATE WORKERS' INSURANCE FU	775.00	775.00
18095	TEL001	TELESYSTEM	490.78	490.78

GENERAL FUND
Cash Disbursements Journal
For the Period From Apr 1, 2021 to Apr 30, 2021

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
18096	AMA001	AMAZON CAPITAL SERVICES	109.96 164.06	274.02
18097	DEA001	DEARBORN LIFE INSURANCE CO	160.00	160.00
18098	DOU002	BRAD DOUPLE	52.97 52.97 52.97	158.91
18099	GFL001	GFL ENVIRONMENTAL	12,300.00 180.83	12,480.83
18100	HEN001	HENISE TIRE SERVICE, INC.	317.23	317.23
18101	KRI001	DANIEL B. KRIEG, INC.	64.00 75.60	139.60
18102	MET002	MET- ED	49.97 33.42 60.50 58.44 67.45 34.28 76.57 40.71 93.28 33.76	548.38
18103	PEN014	PENNSY SUPPLY, INC.	829.87	829.87
18104	PNO001	PA NARCOTIC OFFICERS' ASSOCIA	25.00	25.00
18105	SHEKA	KATHY J SHEFFY	100.00	100.00
18106	WBM001	W.B. MASON CO., INC.	33.09	33.09
18107	ANN002	ANNVILLE TOWNSHIP PAYROLL F	27,652.20	27,652.20
18108	ALL004	ALL CITY MANAGEMENT SERVIC	839.72	839.72
18109	AUT002	AUTOZONE	6.79 265.38 57.89	330.06
18110	CRE001	CREATIVE PRODUCT SOURCING I	48.88	48.88
18111	EAG002	EAGLE POINT GUN	700.00	700.00
18112	LOW001	LOWE'S COMPANIES, INC	10.74 6.04 12.44	29.22
18113	MAG003	MAGUIRE'S FORD OF HERSHEY	46.77	46.77
18114	MAR005	MARCO	83.80	

GENERAL FUND
Cash Disbursements Journal
For the Period From Apr 1, 2021 to Apr 30, 2021

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
				83.80
18115	MED002	MEDIA ONE PA	418.16	418.16
18116	PET001	PETTY CASH - GENERAL FUND	78.30	78.30
18117	REE001	REED'S LOCK & ACCESS, INC.	231.35	231.35
18118	TRA002	TRAFFIC AND PARKING CONTROL	163.35	163.35
18119	WBM001	W.B. MASON CO., INC.	15.11	15.11
16032V	KAL001	MONICA J. KALMBACHER	5.00	5.00
Total			147,178.18	147,178.18

SEWER FUND
Cash Disbursements Journal
For the Period From Apr 1, 2021 to Apr 30, 2021

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
14047	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	12,933.40	12,933.40
14048	ANN004	ANNVILLE TWP PENNVEST ACCOUNT	65,820.77	65,820.77
14049	ATT001	AT&T MOBILITY	188.63	188.63
14050	CIT001	CITY OF LEBANON AUTHORITY	85.05	85.05
14051	COM001	COMMONWEALTH OF PA	3,319.75	3,319.75
14052	DOU001	DOURTE ELECTRIC, INC.	1,131.55	1,131.55
14053	KEM001	KEMIRA WATER SOLUTIONS, INC.	3,651.33	3,651.33
14054	LIG002	LIGHTS WELDING, INC.	821.10	821.10
14055	MEY001	MEYER OIL COMPANY	297.35	297.35
14056	MOR003	KERRY MORTON	750.00	750.00
14057	PAM001	PA MUNICIPAL HEALTH INSURANCE COOP	20,435.67	20,435.67
14058	PAW002	P A W C	235.24	235.24
14059	PEN002	PENNSYLVANIA STATE UNIVERSITY	451.00	451.00
14060	REI003	REILLY WOLFSON ATTORNEYS AT LAW	738.00	738.00
14061	SUB001	SUBURBAN WATER TESTING LAB INC	50.00 120.00	170.00
14062	TEL002	TELESYSTEM	188.89	188.89
14063	THO001	THOMAS SCIENTIFIC	67.00	67.00
14064	UGI001	UGI UTILITIES, INC.	941.46	941.46
14065	AMA001	AMAZON CAPITAL SERVICES	32.00	32.00
14066	AME005	AMERIGREEN INC.	5,389.15	5,389.15
14067	DEA002	DEARBORN LIFE INSURANCE CO	65.00	65.00
14068	PPC001	PPC LUBRICANTS CENTRAL	157.30	157.30
14069	UMB001	UMBERGERS OF FONTANA, INC.	108.00	108.00
14070	VIO001	JOSEPH VIOZZI	60.00	60.00

SEWER FUND**Cash Disbursements Journal**

For the Period From Apr 1, 2021 to Apr 30, 2021

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
14071	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	12,338.77	12,338.77
14072	ADV002	ADVANCE AUTO PARTS	12.44	12.44
14073	ANN001	ANNVILLE TOWNSHIP GENERAL FUND	29,394.48	29,394.48
14074	ANN007	ANNVILLE TOWNSHIP MS4 FUND	8,886.87	8,886.87
14075	AZC001	AUTOZONE	45.99 3.49	49.48
14076	GAN001	GANNETT FLEMING, INC.	1,123.01	1,123.01
14077	LOO001	RONALD LOOKENBILL	28.00	28.00
14078	LOW001	LOWE'S COMPANIES, INC.	3.76 13.29 45.52 282.07 2.01 209.26 83.15 165.77 78.86 33.20	1.88 9.39 1.88 903.74
14078a		VOID		
14079	MET001	MET-ED	7,515.79	7,515.79
14080	PEN003	PA DEPT OF ENVIRON. PROTECTION	250.00	250.00
14081	POL001	POLLU-TECH, INC.	3,335.00	3,335.00
14082	SUB001	SUBURBAN WATER TESTING LAB INC	120.00 85.00 85.00	290.00
14083	THO001	THOMAS SCIENTIFIC	176.85 229.63	406.48
Total			182,584.85	182,584.85

CAPITAL RESERVE FUND -NEW

Cash Disbursements Journal

For the Period From Apr 1, 2021 to Apr 30, 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 Apr 1, 2021 to Apr 30, 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
4/9/21	234	35/200/000	Invoice: JANUARY 2021	4,763.98	
		35/200/000	Invoice: FEBRUARY 2021	5,209.68	
		35/200/000	Invoice: MARCH 2021	6,970.55	
		35/108/000	ANNVILLE TOWNSHIP GENERAL FUND		16,944.21
Total				16,944.21	16,944.21

SEWER CAPITAL FUND
Cash Disbursements Journal
For the Period From Apr 1, 2021 to Apr 30, 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 Apr 1, 2021 to Apr 30, 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.

Permits Report

Month of April 2021

Plumbing Permits issued	<u>1</u>	<u>\$25.00</u>
Plumbing Licenses issued	<u>2</u>	<u>\$50.00</u>
Excavator Licenses issued	<u>1</u>	<u>\$25.00</u>
Total Curb/Sidewalk Permit Fees Collected		<u></u>
Total Street Cut Permit Fees Collected		<u>\$1,000.00</u>
Total Tapping Fees Collected		<u></u>

Tapping Fees

Zoning Permits

#13-21	Kenneth and Gwen Arnett	Erect a New Structure
#14-21	Frank and Theresa Dorbert	Erect a New Structure
#15-21	RV Moore LLC	Erect a New Structure
#16-21	Allen Gibble	Other
#17-21	Shannon Shughart and Matthew Traglia	Add to a Structure
#18-21	Amber Shutt	Other

Curb/Sidewalk Permits

Street-Cut Permits

#2021-04	642 E. Maple Street	UGI Utilities, Inc.
#2021-05	647 E. Maple Street	UGI Utilities, Inc.
#2021-06	102 E. Main St (cut on S. Manheim)	UGI Utilities, Inc.
#2021-07	Bachman Road	UGI Utilities, Inc.
#2021-08	36 N. Lancaster Street	UGI Utilities, Inc.

Burn Permit



**ANNVILLE TOWNSHIP
POLICE
MONTHLY REPORT
April 2021**



- CALLS FOR SERVICE 245
- ORDINANCE VIOLATIONS

- 1. ANIMAL 2
- 2. DOG 4
- 3. NOISE 8
- 4. PARKING 4

- CRIMINAL ARRESTS 03
 - ADULT 03
 - JUVENILE 00
- ASSEMBLY/DEMONSTRATION 2

ANNVILLE ACCIDENT LOCATIONS

1. 1st Block North Cherry Street
2. 934/422
3. 400 Block South Spruce Street
4. 1st Block West Queen Street
5. Main & Ulrich Streets

SOUTH ANNVILLE LOCATIONS

- TOTAL TRAFFIC CITATIONS 5
- TOTAL TRAFFIC WARNINGS 10
- TOTAL NON-TRAFFIC CITATIONS 04
- TOTAL VEHICLE ACCIDENTS 06
 - REPORTABLE 00
 - NON-REPORTABLE 04
 - HIT & RUN 02
- PARKING TICKETS ISSUED 25

1. 744 West Main Street

Annville Township Police Department

MONTHLY REPORT APRIL 2021

Total Calls by Call Type From: 04/01/2021 - 04/29/2021

<u>Call Type</u>	<u>Total Calls</u>
AMBULANCE CALL	43
PARKING ENFORCEMENT	25
TRAFFIC ENFORCEMENT - WARNING	10
ASSIST OTHER POLICE	9
BACKGROUND INVESTIGATION	8
CRIMINAL MISCHIEF	8
HARASSMENT	8
POLICE INFORMATION	7
SUSPICIOUS ACTIVITY	7
CHECK ON WELL BEING	6
DRIVING COMPLAINT	6
NOISE COMPLAINT	6
LOST & FOUND	5
TRAFFIC ENFORCEMENT - CITATION	5
ACCIDENT, NON-REPORTABLE	4
DOG COMPLAINT	4
DOMESTIC DISPUTE	4
PARKING COMPLAINT	4
ROAD CLOSURE / DETOUR / SIDEWALK /CONSTRUCTION	4
CIVIL MATTER	3
DISORDERLY CONDUCT	3
FIRE CALL	3
NEIGHBORHOOD DISPUTE	3
SUSPICIOUS VEHICLE	3
911 HANGUP	2
ACCIDENT, HIT & RUN	2
ALARMS	2
ANIMAL COMPLAINT	2
ASSAULT, SIMPLE	2
ASSEMBLY/DEMONSTRATION	2
ASSIST MOTORIST	2
BACKGROUND INVESTIGATION - RECORD RELEASED	2
CHILD CUSTODY	2
DRUG VIOLATION	2
LANDLORD/TENANT ISSUE	2
MENTAL HEALTH	2
NOISE ORDINANCE	2
SCAM - PHONE - MAIL ETC	2
SUSPICIOUS PERSON	2
THEFT - FROM MOTOR VEHICLE	2
THEFT - MOTOR VEHICLE	2
ACCIDENT, REPORTABLE	1
CHILD ABUSE	1
DISABLED VEHICLE	1

DOG LAW	1
DRUG BOX - PRESCRIPTION	1
DRUG OVERDOSE	1
DUI	1
FALSE FIRE ALARM	1
FOOT PATROL - POLICE	1
JUVENILE COMPLAINT	1
LOST OR MISSING ITEM	1
MEGAN'S LAW NOTIFICATION	1
MISCELLANEOUS	1
MISSING PERSON	1
ORDINANCE - OTHER VIOLATIONS	1
PFA ORDER	1
RUNAWAY	1
SEX OFFENSES	1
TRAFFIC COMPLAINT	1
TRAFFIC CONTROL - OTHER	1
TRESPASS	1
VEHICLE COMPLAINT	1
WIRES DOWN	1

Total Calls: 245

Reduction of Financial Security for the Lebanon Valley Advanced Care Center (LVACC): At the recommendation of the Township Engineer, **MOTION** by Mr. Perrotto, second by Mr. Embich to authorize the full release of the financial security pertaining to the traffic signal warrants analysis for the LVACC by \$224,400, or from \$224,400 to \$0. Motion carried unanimously.

Reduction of Financial Security for the LVC Arnold Health Professions Pavilion: At the recommendation of the Township Engineer, **MOTION** by Mr. Perrotto, second by Mr. Embich to authorize the reduction of the financial security pertaining to the LVC Arnold Health Professions Pavilion by \$332,161, or from \$385,448 to \$53,287. Motion carried unanimously.

Historic Architectural Review Board (HARB): Mr. Embich provided a verbal report on HARB for April 2021 and the following item was then addressed:

Signage at 25 East Main Street: Per the letter of recommendation received from the HARB Chairperson, **MOTION** by Mr. Embich, second by Mr. Hoover to issue a Certificate of Appropriateness for vinyl applied window signage as proposed for 5 Stones Fight Club at 25 East Main Street provided such signage meets necessary zoning requirements. Motion carried unanimously.

Wage & Salary: Nothing to report this month.

Municipal Separate Storm Sewer System (MS4): Mr. Embich provided a verbal report on MS4 matters for April 2021, specifically touching on several items pertaining to the Lebanon County Stormwater Consortium.

Greater Lebanon Refuse Authority (GLRA): Mr. Embich provided a brief verbal report on the GLRA for April 2021.

Fire Department: It was noted the April 2021 Fire Chief's Report and Monthly Statistical Report for the UHC had been distributed to the Commissioners. Chief Snavely reported that things were going well at the UHC, the joinder process with the Cleona Fire Company (CFC) was continuing, and, as there was a desperate need for volunteers, there was an effort underway to recruit both new persons and former members to serve with the Fire Department in a variety of roles. He also reported the UHC was working to get a newly purchased, used fire engine into service. President Moore asked if the UHC had attempted to recruit students from LVC and Chief Snavely indicated such an effort is made annually, with two college students having volunteered over the past year. Mr. Lively inquired as to the number of UHC versus CFC members who were responding to calls on average. Chief Snavely indicated his goal was to staff one piece of apparatus from each of these stations to respond to calls, and he noted that at present just enough members were responding from both companies to allow for this. Per a question from Mr. Embich, Chief Snavely noted that while the UHC does various types of outreach to schools, this has not been possible as of late due to the COVID-19 pandemic, although there have been attempts to use social media to do so. He also noted that labor law restrictions for minors affect the number of hours they may volunteer at the Fire Department. Mr. Perrotto noted that a joinder of the UHC and CFC was the best way to ensure the Fire Department had the volunteers it needed to respond, and Chief Snavely described how the response from other companies outside of the Annville-Cleona Fire District was

necessary. Per a question from Mr. Embich, Chief Snively shared some estimates on the costs to train new volunteers, noting this depended upon a person's area of interest and the UHC had developed curricula to facilitate this. Per a suggestion from Mr. Perrotto, Chief Snively indicated he would look into adding volunteer recruiting language to the UHC's appeals for financial support. Per a question from Mr. Wolfe, Chief Snively indicated the UHC had partnered with other fire companies to apply for grant funds that would have funded advertising on billboards for volunteers; while that grant application had been denied, it was anticipated a future application would be submitted. At the suggestion of Mr. Lively, those in attendance gave a round of applause to Chief Snively, expressing their appreciation for his leadership of the UHC and the essential services he and his volunteers provide to the community. Chief Snively then left the meeting at approximately 7:25 PM.

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): It was noted that the bid tabulation for the West Church Street curb ramp project had been distributed to the Commissioners.

Cable Franchise Renewal: Mr. Yingst reported that he received an edited draft of the proposed cable franchise renewal agreement with comments from the Cohen Law Group based upon the Township's previously submitted questions and suggestions. He indicated he planned to review this latest draft over the next few weeks and asked the Commissioners to share any further comments or questions they had with him based upon any review they conducted.

Welcome Sign: Nothing to report this month.

LVC Properties on Tax Rolls: It was reported a meeting had been scheduled for the following month between President Moore, Mr. Perrotto, Mr. Yingst, LVC President James MacLaren, and LVC Vice President of Finance and Administration Shawn Curtin as a follow-up to their meeting in March 2021. As it was desired to have such meetings between the Township and the college on a quarterly basis, it was noted a meeting had also been scheduled for September 2021.

Sale of Property on South Spruce Street: It was reported the invitation to submit sealed bids for the sale of the Township property on South Spruce Street was advertised on April 16, 2021, with the deadline to submit bids set for May 20, 2021 and the opening of bids set for the June 1, 2021 meeting of the Board of Commissioners.

Residential Light Trespassing and Ownership of West Water Street: Ms. Ginder expressed appreciation the harassment from the neighbors had stopped but indicated the floodlights from that property were still a problem. She revisited her earlier request that a residential light trespassing ordinance be adopted and noted light regulating ordinances of other municipalities had been submitted to the Township for consideration. The Commissioners noted receipt of these ordinances and indicated they believed such regulations would be challenging to enforce and that a civil remedy, as previously suggested by the Township Solicitor, would likely be the best strategy

for the Ginders to pursue. Turning to the ownership of the portion of West Water Street in his neighborhood, Mr. Ginder expressed his frustration about the accuracy of the information communicated to him by Mr. Yingst about same. Mr. Yingst noted that any information he shared on that was based on the best information readily available, and he had expressed that caveat to the Ginders, along with indicating that only a deed search could truly identify its ownership. He further noted that upon the request of the Ginders the Township had the Township Solicitor conduct a deed search at its own cost to clarify this and the results were shared with them. The Ginders then stated they were performing their own research into the matter and disputed the results of the Township Solicitor's deed search. Ms. Ginder then returned to the question of the residential light trespassing ordinance, with the Commissioners expressing no interest in adopting same and their rationale for this. Mr. Ginder left the meeting at 7:33 PM and Ms. Ginder left the meeting at 7:36 PM.

Request from the Annville-Cleona Recreation Association (ACRA) for Court Upgrade: Mr. Perrotto reported that Hugh Rooney had submitted an AARP Community Challenge application for the proposed ACRA court upgrade project. He further reported that Mr. Rooney had also received a commitment of \$10,000 for the project from UPMC Pinnacle and was waiting on information from several other potential donors. As it was noted the Annville Youth League (AYL) had previously raised funds for improving the court, Mr. Hoover agreed to contact the AYL President for an update on its willingness to provide financial support for this specific project. Mr. Perrotto also reported a draft agreement had been provided to the ACRA that would guarantee, among other things, the perpetual public use of the improved court and ACRA board members had expressed concerns about this open-ended timeframe and had instead suggested it be for five or ten years. Per a question from Mr. Hoover, Mr. Yingst noted the estimated project cost was approximately \$34,000. Noting the UPMC Pinnacle commitment and the possibility of approximately \$6,000 in Township recreation funds being used to fund the project, Mr. Hoover asked where the remaining funding was to come from. Mr. Perrotto indicated that was why Mr. Rooney had submitted the funding application to the AARP and was also pursuing funding from other donors. The Commissioners then discussed the draft agreement in detail and eventually suggested the timeframe for public use be for 20 years, this timeframe should only begin upon the conclusion of the project, and that this timeframe would terminate upon the sale of the property by the ACRA. The Commissioners also discussed Mr. Rooney's suggestion that aspects of the project such as paving and line painting commence once sufficient funds to do so had been committed, even if the full amount of funds for the project as a whole had not yet been committed. Noting uncertainties about how doing the project in a piecemeal fashion might affect later parts of the project, the Commissioners indicated they were not comfortable releasing Township recreation funds for this project until funding for total project costs had been committed. Mr. Perrotto indicated he would pass this information along to Mr. Rooney.

Hazard Mitigation Grant Program (HMGP) Property Leases: Mr. Yingst reported the Township was granted authorization from the Federal Emergency Management Agency (FEMA) to enter into lease agreements for maintenance and use of the properties purchased via the HMGP program. He then provided the sample lease agreement approved by FEMA and asked the Board to do the same. Mr. Ferrillo asked if the HMGP parcel at 143 West Water Street would be offered for leasing. Mr. Yingst indicated that had yet to be determined by the Board. Mr. Ferrillo asked that the parcel stay as it is, in particular asking it not be used for parking, although he noted he

would be interested if it should be made available for leasing. He also expressed concerns that if the property were leased it would heighten tensions between he and the Ginders. Mr. Yingst then described the history of the Township's desire to offer use and maintenance leases for HMGP parcels going back several years, and the confusion that resulted from FEMA's intervention to prevent the Township from doing so until recently. With no further comments or questions noted, **MOTION** by President Moore, second by Mr. Embich to authorize the HMGP lease agreement as presented. Motion carried unanimously. Ms. Eby and Mr. Ferrillo left the meeting at 8:00 PM.

North Ulrich and East Maple Streets Intersection Storm Sewer System: Mr. Yingst reported the Township Engineer was wrapping up the design of the storm sewer improvements for the North Ulrich and East Maple Streets intersection and he was collaborating with Mr. Lamoureux on addressing any necessary easement agreements pertaining to the properties affected by the project.

NEW BUSINESS:

Closure of Fulton Bank General Fund, Sewer Fund, and Payroll Fund Accounts: **MOTION** by Mr. Hoover, second by Mr. Embich to ratify the closure of the General Fund, Sewer Fund, and Payroll Fund accounts with Fulton Bank. Motion carried unanimously.

Closure and Establishing of Sewer Pennvest Fund and Recreation Fund Bank Accounts: **MOTION** by Mr. Perrotto, second by Mr. Hoover to authorize the closure of the Sewer Pennvest Fund and Recreation Fund bank accounts at Fulton Bank and the establishment of bank accounts at Jonestown Bank & Trust for same, as well as the execution of any necessary documents by the appropriate Township officials to carry out the establishment of same including but not limited to account agreements; resolutions of lodge, association or other similar organization; and resolutions of authority; copies of which are attached hereto and made a part of these minutes when pertinent. Motion carried unanimously.

Closure and Establishing of Safe Deposit Boxes: **MOTION** by Mr. Embich, second by Mr. Hoover to authorize the closure of the two safe deposit boxes at Fulton Bank and the establishment of one or more safe deposit boxes at Jonestown Bank & Trust with the current authorized Township signatories authorized to have access to same, as well as the execution of any necessary documents by the appropriate Township officials to carry out these actions. Motion carried unanimously.

Fee for Returned Checks or Transfers: **MOTION** by Mr. Lively, second by Mr. Perrotto to establish the fee for returned checks or transfers at \$35. Motion carried unanimously.

Establishment of Fire Escrow Account: Mr. Yingst reported a fire loss insurance proceeds escrow check had been received pertaining to the fire at the property at 305 South White Oak Street. It was noted that, in accordance with the Annville Township Code of Ordinances and applicable state laws, the Township Treasurer had notified the property owner the check was received and a bank account would be established at Jonestown Bank & Trust for these escrow funds until the restoration work on the property had been completed. **MOTION** by Mr. Embich, second by Mr. Perrotto to authorize (1) the establishment of a fire escrow account at Jonestown Bank & Trust pertaining to the property at 305 South White Oak Street, (2) the Township Treasurer and either the Township Secretary or Assistant Township Secretary as signatories for that account,

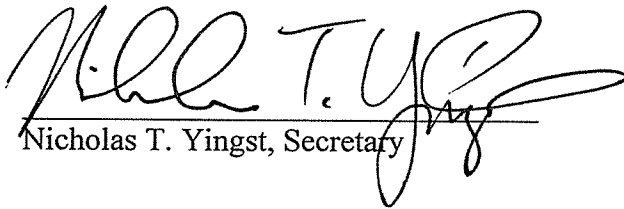
and (3) any partial releases of funds as directed by the Code Enforcement Officer. Motion carried unanimously.


CORRESPONDENCE: Nothing to report this month.

PAY BILLS: MOTION by Mr. Lively, second by Mr. Hoover 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 8:04 PM. The Regular Meeting was reconvened at 9:15 PM with the five Commissioners, Mr. Yingst, Ms. Gerhart, Chief Dugan, and Mr. Lamoureux present.

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 9:16 PM.


Nicholas T. Yingst, Secretary


Rex A. Moore, President