

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
OCTOBER 6, 2020 REGULAR MONTHLY MEETING AGENDA

HELD AT THE ANNVILLE TOWNSHIP PUBLIC WORKS FACILITY GARAGE
675 WEST MAIN STREET, ANNVILLE, PA 17003

Announced Visitors: Henry Martin, Church Street
 Dr. Krista Antonis and Dr. Josiah Keene, Annville-Cleona School District (ACSD)

- I. Call to Order – 7:00 PM
- II. Pledge of Allegiance
- III. Recognition of Visitors and Opportunity for Public Comment
 - A. Mr. Martin: Fence Damage
 - B. Dr. Antonis and Dr. Keene: Greetings from ACSD
- 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. Annville 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. Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements
 - B. Community Development Block Grant (CDBG)
- VIII. New Business
 - A. Termination of Seasonal Part-Time Custodian
 - B. Contracted Custodial Services Agreement for Town Hall
 - C. Location of Township Meetings During COVID-19
 - D. Cable Franchise Renewal
- IX. Correspondence
- X. Pay Bills
- XI. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
October 6, 2020**

The October Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on October 6, 2020 at the Annville Public Works Facility garage, 675 West Main Street, Annville, PA due to the COVID-19 pandemic emergency 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 Karen A. Gerhart, Assistant Township Administrator and Assistant Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor; Henry Martin, Church Street; Dean Wolfe, West Main Street; Dr. Krista Antonis, Annville-Cleona School District (ACSD) Superintendent; Dr. Josiah Keene, ACSD Assistant Superintendent; and Carolyn Eisenhower, North Chesnut 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 the following comments were noted from those in attendance:

Fence Damage: Mr. Martin was noted as being listed on the agenda and was recognized for comment. He shared that his fence was recently damaged by vehicles on two separate occasions and he inquired if he could place boulders or small concrete bollards in the grassy area between the paved alley and his fence to mitigate against this. Mr. Embich mentioned that he may have some materials that would be suitable for this purpose and offered that Mr. Martin contact him. The Commissioners indicated they were not opposed to him doing so, provided Public Works would not have any sweeping or plowing issues and he did not encroach into the paved roadway. President Moore recommended that Mr. Martin reach out to the Township Office to inform them of his final choice for deterring vehicle damage to the fence.

Greetings from ACSD: Dr. Antonis and Dr. Keene were noted as being listed on the agenda and were recognized for comment. Dr. Antonis, Superintendent of Annville-Cleona School District, introduced herself and Dr. Keene to the Board of Commissioners and explained their desire to attend the meeting to become familiar with and be able to place faces along with the names of the members of the Board. Dr. Antonis thanked Chief Dugan and the Annville Township Police Department for their assistance thus far, especially with traffic in the vicinity of Annville Elementary School. She encouraged the Board to contact her if there is anything that they need or ways that they could partner together in the future.

Demolition of House at 100 North Weaber Street: Mr. Wolfe was recognized for comment and inquired about the demolititon of the house on North Weaber Street and who was responsible for tearing it down. President Moore informed him that the Township entered into a contract to have the house demolished. Upon further inquiry, Mr. Lamoureux explained that the property had numerous violations under the International Property Maintenance Code for more than two years. Once the code officer recommended demolition due to safety concerns, the homeowner was contacted and informed of the required demolition. When the homeowner didn't respond and neglected to demolish the building within the stated timeframe, the responsibility fell back onto the Township and the costs for demolition will be filed as a lien against the property.

Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements: Ms. Eisenhower inquired if there would be a flashing pedestrian crosswalk at the VFW, located at the corner of West Main and North Cherry Streets. Chief Dugan stated that he did not believe there was one planned for that location.

APPROVAL OF MINUTES: **MOTION** by Mr. Lively, second by Mr. Perrotto to approve the minutes of the Regular Meeting held September 1, 2020 as presented. Motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

Public Works: The Public Works Report for September 2020 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were then addressed:

Septage Station Repairs: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Hoover to authorize (1) Light's Welding to repair the damage to the septage grit station in accordance with its proposal of \$6,800 and (2) the costs for electrical work and renting the necessary equipment for removal and reinstallation by the Public Works Department at a total cost not to exceed \$9,500. Motion carried unanimously.

Variable Frequency Drive (VFD) for Wastewater Treatment Plant (WWTP) Water Pumps: At the recommendation of the Township Authority, **MOTION** by Mr. Hoover, second by Mr. Perrotto to authorize the purchase and installation of a VFD for the WWTP water pumps by Dourte Electric at an estimated cost of \$7,000. Motion carried unanimously.

Public Safety: The Police Statistical Report for September 2020 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:

Trick-or-Treating: Chief Dugan reminded the Board that the Lebanon County Chiefs of Police set October 29, 2020 from 6:00 PM to 8:00 PM for countywide trick-or-treating, but it is up to the individual municipalities to determine participation in the event. Discussion followed concerning the risk level of trick-or-treating in light of the COVID-19 pandemic. Mr. Perrotto noted an enforcement issue that would occur if the Township cancelled trick-or-treating. **MOTION** by Mr. Perrotto, second by Mr. Embich to recognize October 29, 2020 from 6:00 PM to 8:00 PM as the date set by the Lebanon County Chiefs of Police for trick-or-treating and that the Board of Commissioners is discouraging participation due to the possibility of community spread of COVID-19.

Property: The following item was addressed:

Town Hall Window Replacement Project: Mr. Hoover noted the north facing and east facing windows had been fully installed at Town Hall with the external work anticipated to be completed later in the week. It was also noted a quote was received from Allwein's Carpet One for installing window treatments, as that firm installed the window treatments for the windows replaced the prior year. **MOTION** by Mr. Hoover, second by Mr. Embich to authorize the proposal from Allwein's

ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.

WORK DONE FOR SEPTEMBER 2020

- (1) **DOWNTOWN LIGHTS** No lights repaired this month
- (2) **LEAF COLLECTION** We spent the following time collecting leaves:
 - Cleona was 4 hrs. and 1 ton
 - Annville was 16 hrs. and 2 tons
- (3) **BLACKTOPPING** All blacktopping will be completed by end of October for the year
- (4) **CROSSWALKS** All lights have been installed; we will work on grinding stumps out over winter or spring

Respectfully submitted,
Les Powell

Annville Township Police Department

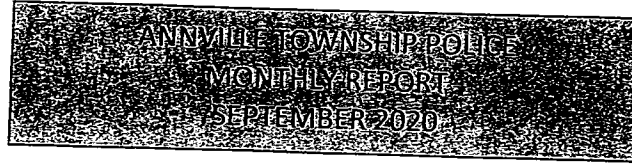
MONTHLY REPORT SEPTEMBER 2020

Total Calls by Call Type From: 08/28/2020 - 09/30/2020

<u>Call Type</u>	<u>Total Calls</u>
AMBULANCE CALL	52
PARKING ENFORCEMENT	49
TRAFFIC ENFORCEMENT - WARNING	31
TRAFFIC ENFORCEMENT - CITATION	26
ASSIST OTHER POLICE	13
BACKGROUND INVESTIGATION	10
SUSPICIOUS ACTIVITY	10
ACCIDENT, REPORTABLE	9
ALARMS	9
ASSEMBLY/DEMONSTRATION	8
DRIVING COMPLAINT	7
PARKING COMPLAINT	7
ACCIDENT, NON-REPORTABLE	6
DOG COMPLAINT	6
FIRE CALL	6
HARASSMENT	6
NOISE COMPLAINT	6
POLICE INFORMATION	6
CHECK ON WELL BEING	5
FIREWORKS COMPLAINT	5
ROAD CLOSURE / DETOUR / SIDEWALK /CONSTRUCTION	5
SUSPICIOUS VEHICLE	5
THEFT - UNLAWFUL TAKING	5
ASSIST MOTORIST	4
NEIGHBORHOOD DISPUTE	4
TRAFFIC COMPLAINT	4
COVID-19	3
MEGAN'S LAW NOTIFICATION	3
MENTAL HEALTH	3
PFA ORDER	3
PUBLIC DRUNKENNESS	3
SUSPICIOUS PERSON	3
ABANDONED VEHICLE	2
ASSIST OTHER AGENCY	2
COMMUNITY EVENT	2
CRIMINAL MISCHIEF	2
DRUG INFORMATION	2
DRUG VIOLATION	2
DUMPSTER	2
JUVENILE COMPLAINT	2
MISCELLANEOUS	2
ORDINANCE - OTHER VIOLATIONS	2
RUNAWAY	2

UNDERAGE DRINKING	2
ACCIDENT, HIT & RUN	1
ANIMAL COMPLAINT	1
ASSAULT, SIMPLE	1
BURGLARY	1
CHILD CUSTODY	1
CIVIL MATTER	1
DISORDERLY CONDUCT	1
DOMESTIC DISPUTE	1
DUI	1
DUMPING COMPLAINT	1
ELDER ABUSE INVESTIGATION	1
EXTRA PATROL REQUEST	1
FRAUD	1
LOST & FOUND	1
OPEN CONTAINER - ORDINANCE	1
SCAM - PHONE - MAIL ETC	1
SKATEBOARDING - ORDINANCE	1
TERRORISTIC THREATS	1
THEFT - FROM MOTOR VEHICLE	1
THEFT - SERVICES	1
TRAFFIC CONTROL - OTHER	1
TRAFFIC DETAIL	1
TRAFFIC HAZARD	1
TREE DOWN	1
UNATTENDED DEATH	1
VEHICLE COMPLAINT	1
WARRANT	1

Total Calls: 373



• CALLS FOR SERVICE	373
• ORDINANCE VIOLATIONS	
1. DOG	6
2. NOISE	6
3. PARKING	7
4. SKATEBOARDING	1
5. FIREWORKS	5
6. OPEN CONTAINER	1
7. DUMPING	1
• CRIMINAL ARRESTS	06
○ ADULT	06
○ JUVENILE	00
• ASSEMBLY/DEMONSTRATION	8
• COVID 19	3
• TOTAL TRAFFIC CITATIONS	26
• TOTAL TRAFFIC WARNINGS	31
• TOTAL NON-TRAFFIC CITATIONS	01
• TOTAL VEHICLE ACCIDENTS	16
○ REPORTABLE	09
○ NON-REPORTABLE	06
○ HIT & RUN	01
• PARKING TICKETS ISSUED	49

ANNVILLE ACCIDENT LOCATIONS

- 337 East Main Street
- 1100 Block East Main Street
- 431 East Main Street
- Main & Chestnut Streets
- 1st Block N. White Oak Street
- 105 South White Oak Street
- 1 East Main Street
- 228 West Church Street
- 416 West Main Street

SOUTH ANNVILLE LOCATIONS

- 600 Block Horseshoe Pike
- Brandt Road @ Palm City Park
- 798 West Main Street
- 231 Horseshoe Pike
- South White Oak & Oak Streets
- South White Oak & Church Sts.
- 2135 Horseshoe Pike

Carpet One for installation of window treatments for the replaced windows of Town Hall at a cost of \$3,163.82. Motion carried unanimously.

Parks & Recreation: Nothing to report this month.

Finance: Mr. Embich reviewed the Financial Report for September 2020, highlighting the total income and expenses through the ninth month of 2020. A copy of the report is attached hereto and made a part of these minutes.

Permits: The Permits Report for September 2020 was reviewed, a copy of which is attached hereto and made a part of these minutes.

Annville Activities: Nothing to report this month.

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: President Moore reported that no Executive Sessions were held since the adjournment of the September 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 ordinance violations.

Planning Commission: Mr. Perrotto reported the Planning Commission meeting for September 14, 2020 was cancelled due to a lack of business and the October 12, 2020 meeting had been cancelled for the same reason.

Historic Architectural Review Board (HARB): Mr. Embich reviewed the HARB Report for September 2020, a copy of which is attached hereto and made a part of these minutes. The following item was then addressed:

Multiple Exterior Improvements at 227 West Main Street: At the recommendation of HARB, **MOTION** by Mr. Embich, second by Mr. Perrotto to issue a Certificate of Appropriateness for the property at 227 West Main Street for (1) construction of a cast stone retaining wall, replacement front door, replacement double (east) side door, replacement single (west) side door, replacement structural vinyl turned porch column, vinyl porch railing, and wall-mounted bracket-hung two-sided sign as proposed provided such work meets necessary zoning requirements and (2) replacement of existing siding on the east half of the Main Street elevation and only to the second-floor line with board and batten vertical siding in vinyl, metal, or traditional painted wood material instead of an Exterior Insulation Finishing System product as originally proposed by the applicant. Motion carried unanimously.

Wage & Salary: Ms. Gerhart reported the Wage & Salary Committee was planning to meet later in the month to review the proposed benefits and cost of living adjustments for non-uniformed employees for 2021.

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Nine Months Ending September 30, 2020

<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	\$ 898,049.00	\$ 14,813.87	\$ 891,112.08	99.23	6,936.92
01/301/400	R/E TAXES - DELINQUENT	26,000.00	583.93	14,813.62	56.98	11,186.38
	Subtotal	924,049.00	15,397.80	905,925.70	98.04	18,123.30
01/310/100	REALTY TRANSFER TAX	59,000.00	4,659.41	34,611.68	58.66	24,388.32
01/310/210	EARNED INCOME TAX - CURREN	407,000.00	25,864.87	300,779.70	73.90	106,220.30
01/310/220	EARNED INCOME TAX - PRIOR YR	450.00	0.00	0.00	0.00	450.00
01/310/300	LOCAL SERVICES TAX	107,000.00	2,609.89	79,965.73	74.73	27,034.27
	Total Taxes	1,497,499.00	48,531.97	1,321,282.81	88.23	176,216.19
<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	105.00	3,760.00	43.22	4,940.00
01/320/800	LICENSE - CABLE TV FRANCHISE	38,000.00	0.00	28,002.04	73.69	9,997.96
01/320/810	LICENSE - CURB/SIDEWALK	150.00	25.00	125.00	83.33	25.00
01/320/820	LICENSE - STREET ENCROACHME	8,000.00	400.00	11,600.00	145.00	(3,600.00)
01/320/900	LICENSE - PLUMBING/EXCAVATO	1,000.00	0.00	750.00	75.00	250.00
	Subtotal	55,975.00	530.00	44,237.04	79.03	11,737.96
<u>Fines & Costs</u>						
01/330/110	FINES - VEHICLE CODE (PSP)	2,000.00	0.00	946.55	47.33	1,053.45
01/330/120	FINES - TWP. ORD. (DISTR MAG)	20,000.00	1,546.23	11,002.49	55.01	8,997.51
01/330/130	FINES - TWP. ORD. (PARKING)	8,000.00	515.00	1,910.00	23.88	6,090.00
01/330/150	FINES - CO. CLERK OF CRTS/PROB	8,000.00	1,513.68	7,000.70	87.51	999.30
	Subtotal	38,000.00	3,574.91	20,859.74	54.89	17,140.26
<u>Interest & Rent</u>						
01/340/000	INTEREST	10,300.00	187.43	2,526.40	24.53	7,773.60
	Subtotal	10,300.00	187.43	2,526.40	24.53	7,773.60
<u>Intergovernmental Revenues (Grants)</u>						
01/350/000	INTERGOV'T. REVENUES (GRANT	135,227.00	27,570.79	33,337.79	24.65	101,889.21
	Subtotal	135,227.00	27,570.79	33,337.79	24.65	101,889.21
<u>Subdivision / Land Development Fees</u>						
01/361/000	SUBDIVISION/LAND DEVELOP. FE	300.00	0.00	345.00	115.00	(45.00)
	Subtotal	300.00	0.00	345.00	115.00	(45.00)
<u>Trash Collection Fees</u>						
01/364/000	TRASH COLLECTION FEES	399,000.00	28,326.15	249,285.76	62.48	149,714.24
	Subtotal	399,000.00	28,326.15	249,285.76	62.48	149,714.24
<u>Miscellaneous Income</u>						
01/380/000	ADMINISTRATIVE FEES	6,700.00	610.80	3,604.63	53.80	3,095.37
01/381/500	DONATIONS	30,300.00	15,000.00	28,000.00	92.41	2,300.00
01/384/000	CONTRACTED SERVICES INCOME	61,000.00	882.48	33,872.48	55.53	27,127.52
01/391/000	REFUND PRIOR YR EXPEND	21,000.00	7,780.80	18,638.75	88.76	2,361.25

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Nine Months Ending September 30, 2020

<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>
		119,000.00	24,274.08	84,115.86	70.69	34,884.14
<u>Transfers from Other Funds</u>						
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	\$ 2,255,301.00	\$ 132,995.33	\$ 1,755,990.40	77.86	499,310.60

EXPENDITURES

General Government

Administration

01/400/110	SALARIES - COMMISSIONERS	\$ 9,375.00	\$ 0.00	\$ 7,031.25	75.00	2,343.75
01/400/120	SALARIES & WAGES - TWP. OFFIC	69,515.00	7,991.01	52,654.89	75.75	16,860.11
01/400/200	MATERIALS & SUPPLIES	5,600.00	560.84	3,397.52	60.67	2,202.48
01/400/210	RENTAL LICENSE EXPENSES	2,700.00	385.00	614.65	22.76	2,085.35
01/400/300	MISCELLANEOUS EXPENSE	5,700.00	0.00	3,586.88	62.93	2,113.12
01/400/310	LEGAL/AUDIT SERVICES	51,000.00	900.00	21,489.50	42.14	29,510.50
01/400/320	TELEPHONE	3,550.00	259.00	2,560.33	72.12	989.67
01/400/340	ADVERTISING & PRINTING	6,500.00	406.40	3,588.55	55.21	2,911.45
01/400/343	CODIFICATION	1,500.00	350.00	350.00	23.33	1,150.00
	Subtotal	155,440.00	10,852.25	95,273.57	61.29	60,166.43

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

01/409/120	SALARY - JANITOR	5,200.00	146.05	738.77	14.21	4,461.23
01/409/200	MATERIALS & SUPPLIES	600.00	76.59	358.99	59.83	241.01
01/409/360	FUEL, LIGHT, WATER & SEWER	12,900.00	528.94	6,906.60	53.54	5,993.40
01/409/370	REPAIRS & MAINTENANCE - BLD	2,300.00	41.85	2,405.27	104.58	(105.27)
01/409/740	CAPITAL EXPEND	10,000.00	0.00	1,861.00	18.61	8,139.00
	Subtotal	31,000.00	793.43	12,270.63	39.58	18,729.37

Total General Government	188,690.00	11,645.68	108,012.20	57.24	80,677.80
--------------------------	------------	-----------	------------	-------	-----------

Public Safety

Police

01/410/130	SALARIES - POLICE	553,679.00	58,299.02	369,686.59	66.77	183,992.41
01/410/140	WAGES - CROSSING GUARD	0.00	0.00	(1,557.60)	0.00	1,557.60
01/410/145	CONTRACTED CROSSING GUARD	10,796.00	719.76	3,643.78	33.75	7,152.22
01/410/200	MATERIALS & SUPPLIES	7,000.00	241.03	7,782.26	111.18	(782.26)
01/410/202	UNIFORM SUPPLIES & REPLACE	7,500.00	115.20	5,331.81	71.09	2,168.19
01/410/300	DUES, MEMBERSHIPS, MISC.	9,145.00	(240.00)	8,084.17	88.40	1,060.83
01/410/301	CONFERENCES, MTGS & MILEAG	2,000.00	0.00	236.60	11.83	1,763.40
01/410/310	POLICE LEGAL	6,000.00	5,882.60	18,993.62	316.56	(12,993.62)
01/410/320	TELEPHONE, RADIO & PAGER	8,025.00	444.14	5,623.76	70.08	2,401.24
01/410/330	VEHICLE FUEL	7,200.00	422.67	2,922.77	40.59	4,277.23
01/410/331	VEHICLE REPAIR & MAINTENAN	6,300.00	(148.87)	3,500.20	55.56	2,799.80
01/410/452	IT SUPPORT	17,462.00	7,877.62	17,470.09	100.05	(8.09)
01/410/460	TRAFFIC SIGNALS	600.00	50.28	446.39	74.40	153.61
01/410/740	CAPITAL OUTLAY	13,000.00	0.00	0.00	0.00	13,000.00

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Nine Months Ending September 30, 2020

<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		648,707.00	73,663.45	442,164.44	68.16	206,542.56
<u>Fire</u>						
01/411/460	FIRE HYDRANT SERVICE	17,500.00	3,746.11	13,714.99	78.37	3,785.01
01/411/500	DONATION - VOLUNTEER FIRE C	78,000.00	36,500.00	73,000.00	93.59	5,000.00
01/411/510	DONATION - FIREMEN'S RELIEF	22,000.00	22,802.79	22,802.79	103.65	(802.79)
Subtotal		117,500.00	63,048.90	109,517.78	93.21	7,982.22
<u>Ambulance</u>						
01/412/000	EMERGENCY MANAGEMENT SER	20,000.00	0.00	0.00	0.00	20,000.00
Subtotal		20,000.00	0.00	0.00	0.00	20,000.00
<u>Zoning</u>						
01/414/000	ZONING HEARING BOARD	1,200.00	0.00	175.00	14.58	1,025.00
01/414/100	H A R B EXPENSES	1,500.00	0.00	113.95	7.60	1,386.05
01/414/200	PLANNING COMMISSION	1,200.00	0.00	0.00	0.00	1,200.00
Subtotal		3,900.00	0.00	288.95	7.41	3,611.05
01/415/000	EMERGENCY MANAGEMENT AGE	3,400.00	0.00	3,336.90	98.14	63.10
01/416/000	CODE ENFORCEMENT OFFICER	4,000.00	250.00	1,198.60	29.97	2,801.40
Total Public Safety		797,507.00	136,962.35	556,506.67	69.78	241,000.33
<u>Health & Sanitation</u>						
01/427/300	MISCELLANEOUS EXPENSE	41,000.00	4,660.77	28,461.21	69.42	12,538.79
01/427/450	REFUSE COLLECTION CONTRACT	72,180.00	5,947.50	47,580.00	65.92	24,600.00
01/427/451	RECYCLING COLLECTION CONTR	72,180.00	5,947.50	47,580.00	65.92	24,600.00
01/427/460	REFUSE DISPOSAL EXPENSE	71,000.00	6,478.56	48,499.44	68.31	22,500.56
Total Health & Sanitation		256,360.00	23,034.33	172,120.65	67.14	84,239.35
<u>Highway</u>						
01/430/100	SALARIES & WAGES - HIGHWAY	91,822.00	12,719.88	72,449.21	78.90	19,372.79
01/430/200	MATERIALS & SUPPLIES	3,000.00	37.87	712.59	23.75	2,287.41
01/430/300	MISCELLANEOUS EXPENSE	2,800.00	22.40	1,760.94	62.89	1,039.06
01/430/310	ENGINEERING SERVICES	69,000.00	0.00	8,739.66	12.67	60,260.34
01/430/320	TELEPHONE, RADIO & PAGER	900.00	51.88	454.29	50.48	445.71
01/430/330	VEHICLE OPERATING EXP. - FUEL	7,500.00	300.74	2,229.63	29.73	5,270.37
01/430/331	VEHICLE - OPERATING EXPENSE	2,000.00	1,020.83	1,163.25	58.16	836.75
01/430/740	CAPITAL OUTLAY	6,000.00	0.00	5,050.15	84.17	949.85
01/434/000	STREETLIGHTING	2,000.00	1,088.46	1,538.08	76.90	461.92
01/437/000	REP. & MAINT. - EQUIPMENT	7,000.00	5,041.85	5,720.75	81.73	1,279.25
01/438/000	REP. & MAINT. - STREETS	2,000.00	0.00	0.00	0.00	2,000.00
Total Highway		194,022.00	20,283.91	99,818.55	51.45	94,203.45
<u>Miscellaneous</u>						
01/454/000	PARKS & RECREATION	1,600.00	0.00	660.00	41.25	940.00
01/455/000	COMMUNITY ACTIVITIES	6,000.00	0.00	0.00	0.00	6,000.00
01/456/500	LIBRARY - DONATION	20,000.00	0.00	20,000.00	100.00	0.00
01/465/000	ECONOMIC DEVELOPMENT	6,000.00	147.23	2,142.32	35.71	3,857.68
01/471/350	LEASE RENTAL-PRINCIPAL	34,000.00	0.00	17,000.00	50.00	17,000.00
01/472/350	LEASE RENTAL-INTEREST	32,561.00	0.00	9,288.14	28.53	23,272.86
01/480/000	EMPL. BENEFITS & PAYROLL TA	500,552.00	195,372.80	417,025.07	83.31	83,526.93

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Nine Months Ending September 30, 2020

<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	105,730.00	848.00	78,035.20	73.81	27,694.80
01/490/000	TRANSFER TO OTHER FUND	112,279.00	0.00	0.00	0.00	112,279.00
01/491/000	REFUND PRIOR YEAR REVENUES	0.00	0.00	520.83	0.00	(520.83)
	Total Miscellaneous	<u>818,722.00</u>	<u>196,368.03</u>	<u>544,671.56</u>	66.53	<u>274,050.44</u>
	Total Expenditures	\$ <u>2,255,301.00</u>	\$ <u>388,294.30</u>	\$ <u>1,481,129.63</u>	65.67	<u>774,171.37</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>(255,298.97)</u>	\$ <u>274,860.77</u>	0.00	<u>(274,860.77)</u>

UNAUDITED

GENERAL FUND
Balance Sheet
September 30, 2020
ASSETS

Current Assets		
CASH - CHECKING/SAVINGS	\$	109,016.30
CASH - RECREATION DEPOSIT		14,605.16
CASH - PLGIT PRIME		698,692.07
DAEWOO & YEAGER FIRE ESCROW		67,188.74
AURAND FIRE ESCROW		21,158.13
PETTY CASH - OFFICE		100.00
PETTY CASH - POLICE		100.00
INVESTMENT IN COMMON STOCK		5,519.65
ACCOUNTS RECEIVABLE		19,292.44
ALLOWANCE FOR DOUBTFUL ACCTS		(1,000.00)
		<hr/>
Total Current Assets		934,672.49
Property and Equipment		
		<hr/>
Total Property and Equipment		0.00
Other Assets		
		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>934,672.49</u>

LIABILITIES AND CAPITAL

Current Liabilities		
GRANT - DISTRICT ATTY	\$	478.59
DEPOSITS - BRICKS		12.98
RECREATION DEPOSIT HELD		14,605.16
DAEWOO AND YEAGER FIRE ESCROW		67,188.74
AURAND FIRE ESCROW		21,158.13
		<hr/>
Total Current Liabilities		103,443.60
Long-Term Liabilities		
		<hr/>
Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		103,443.60
Capital		
FUND BALANCE		556,368.12
Net Income		274,860.77
		<hr/>
Total Capital		831,228.89
		<hr/>
Total Liabilities & Capital	\$	<u>934,672.49</u>

SEWER FUND
Income Statement
For the Nine Months Ending September 30, 2020
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	\$ 7,500.00	\$ 159.18	\$ 3,376.03	45.01	4,123.97
08/360/000	SEWER RENTALS	1,680,000.00	103,080.40	1,035,790.99	61.65	644,209.01
08/361/000	SEWER RENTALS - EXTERNAL	20,000.00	1,177.63	15,048.50	75.24	4,951.50
08/370/000	TAPPING FEES	0.00	0.00	7,241.20	0.00	(7,241.20)
08/380/000	ADMINISTRATIVE FEES	0.00	0.00	36.00	0.00	(36.00)
08/381/000	MANAGEMENT FEES - EXTERNAL	885.00	58.88	667.46	75.42	217.54
08/382/000	LABORATORY FEES	3,500.00	0.00	1,282.00	36.63	2,218.00
08/383/000	TREATMENT FEES	190,000.00	32,497.35	216,494.43	113.94	(26,494.43)
08/384/000	CAPACITY RESERVE FEES	22,425.00	5,204.88	15,697.79	70.00	6,727.21
08/385/000	MAINTENANCE CONTRACT FEES	32,000.00	0.00	17,485.00	54.64	14,515.00
08/395/000	REFUND OF PRIOR YEAR EXPENDI	14,000.00	5,187.20	12,321.50	88.01	1,678.50
Total Revenues		1,970,310.00	147,365.52	1,325,440.90	67.27	644,869.10
EXPENDITURES						
<u>Administration</u>						
08/400/100	WAGES & SALARIES-ADMIN	71,016.00	8,149.32	53,454.35	75.27	17,561.65
08/400/200	MATERIALS & SUPPLIES	7,450.00	1,282.06	5,419.14	72.74	2,030.86
08/400/300	MISCELLANEOUS	9,900.00	833.80	5,430.40	54.85	4,469.60
08/400/310	LEGAL SERVICES	8,000.00	342.00	2,214.00	27.68	5,786.00
08/400/311	AUDIT SERVICES	5,000.00	0.00	5,000.00	100.00	0.00
Total Administration		101,366.00	10,607.18	71,517.89	70.55	29,848.11
<u>Sewage Treatment</u>						
08/429/100	WAGES & SALARIES-OPERATIONS	238,295.00	23,726.78	165,613.61	69.50	72,681.39
08/429/200	MATERIALS & SUPPLIES	6,000.00	493.91	2,936.81	48.95	3,063.19
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	12,827.05	64.14	7,172.95
08/429/221	CHEMICALS	20,000.00	0.00	0.00	0.00	20,000.00
08/429/230	LABORATORY SUPPLIES & EQUIP	15,700.00	765.17	12,892.51	82.12	2,807.49
08/429/240	LIME & POLYMER	27,500.00	5,353.08	27,834.16	101.22	(334.16)
08/429/300	MISCELLANEOUS	6,100.00	277.86	4,080.26	66.89	2,019.74
08/429/301	TRAINING, CONFERENCES AND D	2,000.00	0.00	817.85	40.89	1,182.15
08/429/310	ENGINEERING SERVICES	17,500.00	6,353.09	9,319.32	53.25	8,180.68
08/429/311	LABORATORY TESTING SERVICES	14,000.00	1,448.42	6,551.42	46.80	7,448.58
08/429/320	TELEPHONE, RADIO & PAGER	4,500.00	341.87	3,368.23	74.85	1,131.77
08/429/330	VEHICLE - FUEL	9,000.00	193.86	3,356.85	37.30	5,643.15
08/429/331	VEHICLE - OPERATING EXPENSE	16,550.00	1,048.82	10,705.28	64.68	5,844.72
08/429/350	HEATING OIL	1,000.00	0.00	0.00	0.00	1,000.00
08/429/360	ELECTRICAL POWER, GAS & WAT	116,500.00	8,251.71	76,354.88	65.54	40,145.12
08/429/370	PLANT - REPAIR & MAINTENANCE	75,000.00	10,802.14	57,422.09	76.56	17,577.91
08/429/450	SEWERS - REPAIR & MAINTENAN	15,000.00	69.39	1,136.69	7.58	13,863.31
08/429/750	PLANT-CAPITAL OUTLAY	0.00	0.00	20,079.34	0.00	(20,079.34)
Total Sewage Treatment		606,645.00	59,876.10	416,046.35	68.58	190,598.65
<u>Debt Service</u>						
08/471/000	DEBT SERVICE PRINCIPAL	626,656.00	49,857.08	460,553.98	73.49	166,102.02
08/472/000	DEBT SERVICE - INTEREST	224,309.00	15,963.69	157,955.05	70.42	66,353.95
Total Debt Service		850,965.00	65,820.77	618,509.03	72.68	232,455.97
<u>Miscellaneous</u>						
08/480/000	EMPL. BENEFITS & PAYROLL TAX	315,834.00	83,275.66	247,358.06	78.32	68,475.94
08/486/000	INSURANCE	43,006.00	0.00	35,935.80	83.56	7,070.20
Total Miscellaneous		358,840.00	83,275.66	283,293.86	78.95	75,546.14
<u>Transfers to Other Funds</u>						
08/490/000	Transfer to Sewer Capital Fund	52,494.00	0.00	0.00	0.00	52,494.00
Total Transfers		52,494.00	0.00	0.00	0.00	52,494.00

UNAUDITED

SEWER FUND
Income Statement
For the Nine Months Ending September 30, 2020
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>
08/490/000	Total Expenditures	<u>1,970,310.00</u>	<u>219,579.71</u>	<u>1,389,367.13</u>	70.52	<u>580,942.87</u>
	Net Income/(<Deficit>	\$ <u>0.00</u>	\$ <u>(72,214.19)</u>	\$ <u>(63,926.23)</u>	0.00	<u>63,926.23</u>

UNAUDITED

SEWER FUND
Balance Sheet
September 30, 2020

ASSETS

Current Assets

CASH - CHECKING /SAVINGS	\$ 408,408.86
CASH - PLGIT PRIME	442,190.43
BLAIRCO / MARTY'S MUSIC ESCROW	12,687.36
PETTY CASH - OFFICE	75.00
PETTY CASH - WWTP	50.00
ACCOUNTS RECEIVABLE	33,845.29

Total Current Assets		897,256.94
----------------------	--	------------

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
------------------------------	--	---------------

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	\$	14,009,408.29
--------------	----	---------------

LIABILITIES AND RETAINED EARNINGS

Current Liabilities

Total Current Liabilities		0.00
---------------------------	--	------

Long Term Liability

BLAIRCO / MARTY'S MUSIC ESCROW	\$ 12,687.36
NET PENSION LIABILITY	109,020.00
DEFERRED INFLOWS OF RESOURCES	51,986.00

Total Liabilities		173,693.36
-------------------	--	------------

Retained Earnings

FUND BALANCE	(206,976.69)
RETAINED EARNINGS	14,106,617.85
Net Income	(63,926.23)

Total Retained Earnings		13,835,714.93
-------------------------	--	---------------

Total Liabilities & Retained Earnings	\$	14,009,408.29
---------------------------------------	----	---------------

CAPITAL RESERVE FUND-NEW

Income Statement

For the Nine Months Ending September 30, 2020

Account #	Description	Budget	Current Month	Y-T-D	Actual	% of Budget	Remaining Budget
		\$	\$	\$			
			REVENUES				
31/341/000	INTEREST EARNED	6,000.00	187.76	2,720.68	45.34	3,279.32	
31/351/000	STATE GRANT REVENUES	152,125.00	0.00	0.00	0.00	152,125.00	
31/351/100	FEDERAL & STATE GRANT REVEN	30,000.00	0.00	30,305.00	101.02	(305.00)	
31/392/250	TRANSFER FROM AEDA	9,000.00	0.00	0.00	0.00	9,000.00	
31/392/300	TRANSFER FROM GENERAL FUND	125,279.00	0.00	0.00	0.00	125,279.00	
	Total Revenues	322,404.00	187.76	33,025.68	10.24	289,378.32	
			EXPENDITURES				

UNAUDITED

CAPITAL RESERVE FUND -NEW

Balance Sheet

September 30, 2020

ASSETS**Current Assets**

NORTHWEST SAVINGS BANK	\$	557,443.13	
Total Current Assets			557,443.13

Other Assets

Total Other Assets			0.00
Total Assets	\$	557,443.13	

LIABILITIES AND FUND BALANCE**Current Liabilities**

Total Current Liabilities			0.00
Total Liabilities			0.00

Fund Balance

FUND BALANCE	\$	575,935.50	
Net Income		(18,492.37)	
Total Fund Balance			557,443.13
Total Liabilities & Fund Balance	\$	557,443.13	

MOTOR LICENSE FUND
Income Statement
For the Nine Months Ending September 30, 2020

<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	\$ 3,000.00	\$ 23.35	\$ 926.16	30.87	2,073.84
35/341/000	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00
35/355/000	LIQUID FUELS TAX ALLOCATION	126,000.00	0.00	128,311.48	101.83	(2,311.48)
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	1,440.12	48.00	1,559.88
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	132,000.00	23.35	130,677.76	99.00	1,322.24
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	3,235.04	40.44	4,764.96
35/433/200	TRAFFIC SIGNS, MARKINGS, ETC	4,000.00	0.00	0.00	0.00	4,000.00
35/434/000	STREET LIGHTING	62,000.00	0.00	27,987.04	45.14	34,012.96
35/437/000	REPAIRS & MAINT. - EQUIPMENT	7,000.00	0.00	2,832.73	40.47	4,167.27
35/438/000	REPAIRS & MAINT. - STREETS	22,000.00	0.00	161.56	0.73	21,838.44
35/438/200	REPAIRS & MAINT. - BRIDGES	0.00	0.00	0.00	0.00	0.00
35/438/300	REPAIRS & MAINT. - STORM SEWER	20,000.00	0.00	0.00	0.00	20,000.00
	Total Maintenance	123,000.00	0.00	34,216.37	27.82	88,783.63
<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	34,216.37	27.82	88,783.63
	Net Income/<Deficit>	\$ 9,000.00	\$ 23.35	\$ 96,461.39	1,071.79	(87,461.39)

UNAUDITED

MOTOR LICENSE FUND

Balance Sheet

September 30, 2020

ASSETS**Current Assets**

CASH - PLGIT	\$	103,149.37
CASH - PLGIT PRIME		96,911.33
		<hr/>

Total Current Assets		200,060.70
----------------------	--	------------

Total Assets	\$	<hr/> 200,060.70 <hr/>
--------------	----	------------------------

LIABILITIES AND FUND BALANCE**Current Liabilities**

Total Current Liabilities		<hr/> 0.00
---------------------------	--	------------

Total Liabilities		<hr/> 0.00
-------------------	--	------------

Fund Balance

FUND BALANCE	\$	103,599.31
Net Income		96,461.39
		<hr/>

Total Fund Balance		<hr/> 200,060.70
--------------------	--	------------------

Total Liabilities & Fund Balance	\$	<hr/> 200,060.70 <hr/>
----------------------------------	----	------------------------

Unaudited

SEWER CAPITAL FUND
Income Statement
For the Nine Months Ending September 30, 2020

<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	\$ 11,000.00	\$ (62.06)	\$ 6,701.52	60.92	4,298.48
30/391/000	TRANSFERS FROM SEWER FUND	52,494.00	0.00	0.00	0.00	52,494.00
30/395/000	TRANSFER FROM CAP RESERVE FU	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>63,494.00</u>	<u>(62.06)</u>	<u>6,701.52</u>	10.55	<u>56,792.48</u>
EXPENDITURES						
30/429/700	MISC	7,000.00	6,880.00	6,880.00	98.29	120.00
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	0.00	0.00	0.00	0.00	0.00
30/490/000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
	Total Expenditures	<u>7,000.00</u>	<u>6,880.00</u>	<u>6,880.00</u>	98.29	<u>120.00</u>
	Net Income/<Deficit>	<u>\$ 56,494.00</u>	<u>\$ (6,942.06)</u>	<u>\$ (178.48)</u>	(0.32)	<u>56,672.48</u>

UNAUDITED

SEWER CAPITAL FUND
Balance Sheet
September 30, 2020

ASSETS

Current Assets

CASH - PLGIT PRIME	\$	253,960.98	
INVESTMENTS - EDWARD JONES		536,446.60	
		<hr/>	
Total Current Assets			790,407.58

Property and Equipment

Total Property and Equipment			0.00
------------------------------	--	--	------

Other Assets

Total Other Assets			0.00
--------------------	--	--	------

Total Assets	\$	790,407.58	
--------------	----	------------	--

LIABILITIES AND CAPITAL

Current Liabilities

Total Current Liabilities			0.00
---------------------------	--	--	------

Long-Term Liabilities

Total Long-Term Liabilities			0.00
-----------------------------	--	--	------

Total Liabilities			0.00
-------------------	--	--	------

Capital

FUND BALANCE	\$	790,586.06	
Net Income		(178.48)	
		<hr/>	
Total Capital			790,407.58
Total Liabilities & Capital	\$	790,407.58	

MS4 FUND
INCOME STATEMENT
FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2020

<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	\$ 2,000.00	\$ 35.12	709.11	35.46	1,290.89
40/350/000	MS4 FEES	110,000.00	5,280.08	73,246.55	66.59	36,753.45
40/399/000	TRANSFER FROM OTHER F	0.00	0.00	0.00	0.00	0.00
	TOTAL REVENUES	<u>112,000.00</u>	<u>5,315.20</u>	<u>73,955.66</u>	66.03	<u>38,044.34</u>
EXPENDITURES						
40/460/200	ADMINISTRATION	500.00	180.00	360.00	72.00	140.00
40/460/300	MISCELLANEOUS	2,500.00	0.00	0.00	0.00	2,500.00
40/460/310	CONSORTIUM PAYMENT	97,000.00	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	12,000.00	0.00	34.00	0.28	11,966.00
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>112,000.00</u>	<u>180.00</u>	<u>97,197.76</u>	86.78	<u>14,802.24</u>
	NET INCOME	<u>\$ 0.00</u>	<u>\$ 5,135.20</u>	<u>(23,242.10)</u>	0.00	<u>23,242.10</u>

UNAUDITED

MS4 FUND
Balance Sheet
September 30, 2020

ASSETS

Current Assets		
CASH - FULTON	\$	86,201.55
CASH - PLGIT PRIME		135,128.31
		<hr/>
Total Current Assets		221,329.86
Property and Equipment		
		<hr/>
Total Property and Equipment		0.00
Other Assets		
		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>221,329.86</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		231,252.28
Net Income		(23,242.10)
		<hr/>
Total Capital		208,010.18
		<hr/>
Total Liabilities & Capital	\$	<u>221,329.86</u>

GENERAL FUND
Cash Disbursements Journal

For the Period From Sep 1, 2020 to Sep 30, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
17021	ANN002	ANNVILLE TOWNSHIP PAYROLL F	27,043.54	27,043.54
17022	ANN002	ANNVILLE TOWNSHIP PAYROLL F	26,905.42	26,905.42
17023	AMA001	AMAZON CAPITAL SERVICES	307.95 714.40 1,805.46 67.20	2,895.01
17024	ATT001	A T & T MOBILITY	358.39	358.39
17025	CDB001	CAMPBELL DURRANT, P.C.	5,882.60	5,882.60
17026	CEN006	CENTRAL PA TECHNOLOGIES	2,986.02 3,970.73	6,956.75
17027	COD001	CODE PUBLISHING INC.	350.00	350.00
17028	COM008	COMCAST	107.87	107.87
17029	CRY001	CRYSTAL SPRINGS	71.72 27.76	99.48
17030	DOU002	BRAD DOUPLE	50.00 50.00 50.00 50.00 50.00	250.00
17031	GFL001	GFL ENVIRONMENTAL	11,895.00 168.25	12,063.25
17032	GRE001	GREATER LEB. REFUSE AUTHORI	10,929.33	10,929.33
17033	KRI001	DANIEL B. KRIEG, INC.	1,719.10	1,719.10
17034	LEB023	LEBANON CO CONSERVATION DI	100.00	100.00
17035	MED002	MEDIA ONE PA	86.96	86.96
17036	MET002	MET- ED	3,954.82 479.56 187.16	4,621.54
17037	MEY001	MEYER OIL COMPANY	422.67 300.74	723.41
17038	PA005	PA MUNICIPAL HEALTH INSURAN	23,213.83	23,213.83
17039	PAO001	PA ONE CALL SYSTEM INC	22.40	22.40
17040	PAW001	PENNSYLVANIA AMERICAN WAT	49.38 1,246.11	1,295.49

GENERAL FUND
Cash Disbursements Journal
For the Period From Sep 1, 2020 to Sep 30, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
17041	PNO001	PA NARCOTIC OFFICERS' ASSOCIA	25.00	25.00
17042	POW003	POWER DMS, INC.	525.00	525.00
17043	PPC001	PPC LUBRICANTS	193.73	193.73
17044	REI001	REILLY WOLFSON ATTORNEYS A	993.44	993.44
17045	SCH007	SCHWEB DESIGN, LLC	288.00	288.00
17046	SPO001	SSM GROUP, INC.	1,292.00 143.64	1,435.64
17047	STA005	STATE WORKERS' INSURANCE FU	848.00	848.00
17048	TEL001	TELESYSTEM	464.32	464.32
17049	UNI001	UNION HOSE FIRE CO.	36,500.00	36,500.00
17050	UNI006	UNIQUE DESIGNS CUSTOM DIGITI	115.20	115.20
17051	USP001	UNITED STATES POSTMASTER	980.00	980.00
17052	WBM001	W.B. MASON CO., INC.	29.99	29.99
17053	DEA001	DEARBORN GROUP	160.00	160.00
17054	MET002	MET- ED	63.18 33.62 66.67 34.02 33.41 68.58 60.24 69.02 50.28 147.23	626.25
17055	PAP002	PA POLICE ACCREDITATION COA	35.00	35.00
17056	ANN002	ANNVILLE TOWNSHIP PAYROLL F	29,950.95	29,950.95
17057	ADV001	ADVANCE AUTO PARTS	61.10	61.10
17058	ALL004	ALL CITY MANAGEMENT SERVIC	719.76	719.76
17059	AMA001	AMAZON CAPITAL SERVICES	37.87 1,063.00 494.94	1,595.81
17060	AUT002	AUTOZONE	120.53 30.60	151.13

GENERAL FUND
Cash Disbursements Journal
For the Period From Sep 1, 2020 to Sep 30, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
17061	BOM001	BOMBERGER'S ANNVILLE	19.98	19.98
17062	CIT002	CITY OF LEBANON AUTHORITY	2,500.00	2,500.00
17063	ENT001	MICHELLE ENTERLINE	37.39	37.39
17064	FIV001	FIVE STAR INTERNATIONAL, LLC	496.13 330.97	827.10
17065	LOW001	LOWE'S COMPANIES, INC	32.37 9.48 56.94	98.79
17066	MIL008	MILLSTREAM INVESTMENTS	889.24	889.24
17067	PRI001	PRINCIPAL MUTUAL LIFE INS. CO.	167,372.05	167,372.05
17068	SCH006	SCHAEDLER YESCO DISTRIBUTIO	25.46	25.46
17069	UNI002	UNION HOSE OF ANNVILLE	22,802.79	22,802.79
17070	WBM001	W.B. MASON CO., INC.	9.39	9.39
17071	WOO001	WOOD MOTORSPORTS	28.00	28.00
Total			395,932.88	395,932.88

SEWER FUND

Cash Disbursements Journal

For the Period From Sep 1, 2020 to Sep 30, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
12954	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	10,984.73	10,984.73
12955	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	10,852.05	10,852.05
12956	ALS001	ALS GROUP USA, CORP.	40.00 40.00 153.00 113.00 113.00 40.00	499.00
12957	AMA001	AMAZON CAPITAL SERVICES	53.12 343.01	73.58 322.55
12958	AME005	AMERIGREEN INC.	3,811.34	3,811.34
12959	ANN004	ANNVILLE TWP PENNVEST ACCOUNT	65,820.77	65,820.77
12960	ATT001	AT&T MOBILITY	192.94	192.94
12961	ENE001	ENERGY PLUS SCIENTIFIC	376.20	376.20
12962	MEY001	MEYER OIL COMPANY	193.86	193.86
12963	PAM001	PA MUNICIPAL HEALTH INSURANCE COOP	19,094.51	19,094.51
12964	PAW002	P A W C	222.01	222.01
12965	PPC001	PPC LUBRICANTS CENTRAL	193.73	193.73
12966	REI003	REILLY WOLFSON ATTORNEYS AT LAW	342.00	342.00
12967	STA002	STAPLES CREDIT PLAN	21.72	21.72
12968	TEL002	TELESYSTEM	183.80	183.80
12969	UGI001	UGI UTILITIES, INC.	31.82	31.82
12970	ULI001	ULINE	2,556.41	2,556.41
12971	UNI002	UNIVAR USA INC	750.00	750.00
12972	USP001	U.S. POSTMASTER	960.00	960.00
12973	BEA001	BEARINGS, BELTS & CHAIN, INC.	45.45	45.45
12974	DEA001	ANTHONY DEAVEN	150.00	150.00
12975	DEA002	DEARBORN GROUP	65.00	65.00

SEWER FUND

Cash Disbursements Journal

For the Period From Sep 1, 2020 to Sep 30, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
12976	LUD001	BARRY LUDWIG	150.00	150.00
12977	MAI001	KAREN MAILEN	150.00	150.00
12978	ROO001	HUGH P ROONEY JR	150.00	150.00
12979	SID001	DUSTIN SIDER	150.00	150.00
12980	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	11,347.55	11,347.55
12981	ALS001	ALS GROUP USA, CORP.	640.00 113.00 157.00 113.00	1,023.00
12982	AMA001	AMAZON CAPITAL SERVICES	99.95	99.95
12983	ANN001	ANNVILLE TOWNSHIP GENERAL FUND	28,206.15	28,206.15
12984	ANN007	ANNVILLE TOWNSHIP MS4 FUND	5,280.08	5,280.08
12985	BOM001	BOMBERGER'S	23.94	23.94
12986	DOU001	DOURTE ELECTRIC, INC.	152.50 101.00 664.85	918.35
12987	EDW001	EDWIN ELLIOT & CO., INC.	1,093.00	1,093.00
12988	FIV001	FIVE STAR INTERNATIONAL	330.97 496.12	827.09
12989	GAN001	GANNETT FLEMING, INC.	551.44 789.58 583.16 4,428.91	6,353.09
12990	LOW001	LOWE'S COMPANIES, INC.	36.17 5.02 83.14 45.03 32.45 190.49 150.90 232.91	776.11
12991	MAR003	MARCO	83.80	83.80
12992	MET001	MET-ED	7,997.88	7,997.88
12993	MTE001	MTEK, INC	3,812.32	3,812.32
12994	PAW001	AMERICAN WATER	80.44	80.44

SEWER FUND

Cash Disbursements Journal

For the Period From Sep 1, 2020 to Sep 30, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
12995	POL001	POLLU-TECH,INC.	3,174.00	3,174.00
12996	PPC001	PPC LUBRICANTS CENTRAL	281.20	281.20
12997	PRE001	PRECISION INSTRUMENT SERVICE	175.00	175.00
12998	PRI001	PRINCIPAL MUTUAL LIFE INS CO	62,924.95	62,924.95
12999	THO001	THOMAS SCIENTIFIC	106.68	106.68
13000	USA001	USABLUEBOOK	148.75	148.75
13001	WOO001	WOOD MOTORSPORTS	28.00	28.00
Total			253,104.80	253,104.80

CAPITAL RESERVE FUND -NEW
Cash Disbursements Journal
For the Period From Sep 1, 2020 to Sep 30, 2020

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
9/11/20	1211	31/200/000	Invoice: 09/08/20	19.00	
			INVOICE		
		31/102/000	CAL BOYER'S		19.00
			AUTO & MARINE		
9/11/20	1212	31/200/000	Invoice: INV0299715	168.00	
		31/200/000	Invoice: INV0299776	1,016.00	
		31/102/000	DANIEL B. KRIEG,		1,184.00
			INC.		
9/11/20	1213	31/200/000	Invoice: 20082	13,700.00	
		31/102/000	STREAMLINE		13,700.00
			CONCRETE INC		
9/11/20	1214	31/200/000	Invoice: I677452	550.00	
		31/102/000	TAPCO		550.00
9/11/20	1215	31/200/000	Invoice: 211426	36.48	
		31/102/000	UMBERGERS OF		36.48
			FONTANA		
9/29/20	1216	31/200/000	Invoice: 348574-3	225.00	
		31/102/000	EAGLE RENTAL		225.00
9/29/20	1217	31/200/000	Invoice: 13918	27.42	
		31/102/000	LOWE'S		27.42
			COMPANIES, INC.		
	Total			15,741.90	15,741.90

MOTOR LICENSE FUND
Cash Disbursements Journal
For the Period From Sep 1, 2020 to Sep 30, 2020

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
------	---------	------------	------------------	--------------	---------------

This report contains no data.

SEWER CAPITAL FUND
Cash Disbursements Journal
For the Period From Sep 1, 2020 to Sep 30, 2020

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

Date	Check #	Account ID	Line Descriptio	Debit Amou	Credit Amou
9/11/2	116	30/200/000	Invoice: 6078	6,880.00	
		30/108/000	J.P. SMITH CONTRACTOR S, INC.		6,880.00
Total				<u>6,880.00</u>	<u>6,880.00</u>

MS4 FUND
Cash Disbursements Journal
For the Period From Sep 1, 2020 to Sep 30, 2020

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

Date	Check #	Account ID	Line Descriptio	Debit Amou	Credit Amou
9/11/2	1033	40/200/000	Invoice: 09/10/20	180.00	
			INVOICE		
		40/100/000	U.S. POSTMASTER		180.00
Total				<u>180.00</u>	<u>180.00</u>

Permits Report

Month of September 2020

Plumbing Permits issued	_____	\$ _____
Plumbing Licenses issued	_____	\$ _____
Excavator Licenses issued	_____	\$ _____
Total Curb/Sidewalk Permit Fees Collected		\$25.00
Total Street Cut Permit Fees Collected		\$200.00
Total Tapping Fees Collected		_____

Tapping Fees

Building Permits

#30-20	Dolores F. Aurand	Add to a Structure	Bedroom addition
#31-20	Jessica A. Brandt	Add to a Structure	Covered deck w/stairs
#32-20	Joshua Boyer	Add to a Structure	Solar Panels
#33-20	Jessica F & Brendan N. McCoy	Other	Fence
#34-20	Aaron J. Sweigart and Marcelle F. Barrientos	Change of Use Erect a New Structure	Est. Financial Plan. Off. Projecting Sign
#35-20	Michael & Christy Deiner	Add to a Structure	Sunroom addition
#36-20	Stone Hill Village LLC	Erect a New Structure	Mobile home

Curb/Sidewalk Permits

#2020-05	25 W. Queen Street	Replace Curb / Sidewalk
----------	--------------------	-------------------------

Street-Cut Permits

#2020-32	127 N. Lancaster St	UGI	Install gas service
----------	---------------------	-----	---------------------

Burn Permit

T. Embich reports: 10-01-2020 BOC
Thomas Embich
Agenda Items: VI – C, E, F
Date: October 01, 2020 report for October 06, 2020 Meeting

Item VI- C: HISTORIC ARCHITECTURAL REVIEW BOARD

1. The September 21 session had four members of HARB present to review two parts of an application: a. 227 W. Main Street: A building mounted business sign for Haj Paj (catering); and a façade application on the front lower quarter of the building, where the business will be located. The sign was recommended for approval, but the specific façade application on the building was disputed. Subsequent to a long discussion, the HARB recommended either a “board and batten” application or another façade acceptable to the HARB and applicant. HARB recommended approval of Certificates of Appropriateness. For the sign and depending upon the façade materials, the façade work also.
2. Next meeting of HARB is scheduled for October 19, if business is submitted for consideration.

ACTION: Issue Certificates of Appropriateness, as indicated.

Item VI –E: Stormwater management

1. A combination Zoom and onsite meeting at North Lebanon Board Room was held on September 15; Mr. Yingst attended for Annville Township. Routine bill paying, minutes approval, and engineering report proceeded as normal. The PRP and BMP (best management practice) projects were reviewed for the September 30, 2020 reporting deadline by each municipality’s individual permit.
During the discussion of new projects; North Cornwall indicated that SESI was expected to do the streambank project; additional discussion aired the idea that each project needs to be assessed and appropriate specialty contractors enlisted to do them. This issue will be reviewed at later meetings. Next meeting is Oct. 20, 2020.
REPEAT INFO: The 2021 Meeting list is: the third Tuesday, except for April: 01/19, 02/16, 03/16, 04/27, 05/18, 06/15, 07/20, 08/17 –annual mtg., 09/21, 10/19, 11/16, 12/21.
2. The LCCWA: The next meeting is October 27, 2020; loci to be announced. Proposed meetings for 2021 are: 2/23, 5/26, 7/27, 10/26.

ITEM VI- F: GLRA (GREATER LEBANON REFUSE AUTHORITY)

1. All minutes and reports are available at <http://www.goglra.org/DocumentCenter/Home/View/> . Next meeting: 10/06/20
2. The September 02, 2020 meeting was a phone-in session with the executive committee onsite. Mostly routine business was addressed. One exception is that an adjacent property near Heilmandale Road has been purchased at

auction for \$63,000 to provide additional buffer lands around the operation; subsequent to the vacant lot sale, the owner indicated she may be interested in selling the lot with house, also. Negotiation regarding that potential purchase is on going.

The future Solid Waste Management Plan developed and coordinated by former Exec. Director Taylor is printed and will be to municipalities from Oct. 08 to 13 for a 30-day comment period, after which submittal to PA DEP for approval will occur.

Municipal Separate Storm Sewer System (MS4): Mr. Embich reviewed the MS4 Report for September 2020, a copy of which is attached hereto and made a part of these minutes.

Greater Lebanon Refuse Authority (GLRA): Mr. Embich reviewed the GLRA Report for September 2020, a copy of which is attached hereto and made a part of these minutes.

Fire Department: Mr. Lively reviewed the August 2020 Monthly Statistical Report and the September 2020 Fire Chief's Report and Monthly Statistical Report for the Union Hose Company (UHC). He also reported that the UHC was awarded a \$25,000 Lebanon County CARES grant and they are awaiting response of a grant application submitted to the Pennsylvania Fire Commissioner's Office/Pennsylvania Emergency Management Agency. Members of the UHC and Cleona Fire Company joinder committee also anticipate a meeting in October.

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

OLD BUSINESS:

Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements: Nothing to report this month.

Community Development Block Grant (CDBG): Nothing to report this month.

2021 Budget Meeting: Mr. Embich mentioned the first Annville Township 2021 budget meeting will be held on October 14, 2020 at 6:00 PM.

NEW BUSINESS:

Termination of Seasonal Part-Time Custodian: **MOTION** by President Moore, second by Mr. Embich to terminate the employment of Samuel Muir as a part-time Custodian at Town Hall effective September 11, 2020. Motion carried unanimously.

Contracted Custodial Services Agreement for Town Hall: At the recommendation of Mr. Yingst, **MOTION** by Mr. Perrotto, second by Mr. Embich to ratify approval of a one-year agreement with Coverall Cleaning for custodial services at Town Hall for \$495 per month in addition to an initial cleaning for \$300 and the execution of said agreement by the Township Administrator. Motion carried unanimously.

Location of Township Meetings During COVID-19: It was noted the Commissioners were presented with several options for holding public meetings during the cooler fall and winter months in light of the COVID-19 pandemic emergency and were asked for their preference. The Commissioners were in agreement to hold their November meeting back in Town Hall with adjustments made to the layout of tables and chairs to allow for proper social distancing. Mr. Perrotto recommended that the meetings return to the Public Works facility if wearing masks and lack of social distancing appears to be problematic at the November meeting. The other Township

Boards/Commissions are encouraged to meet at the location they feel most comfortable with, noting that some boards/meetings naturally have a higher number of people in attendance.

Cable Franchise Renewal: It was noted that correspondence was received from Comcast wishing to commence the renewal process of its cable franchise agreement with the Township. Mr. Lamoureux shared information on what this process looked like in light of the applicable laws, how the Township addressed a similar request from Comcast a decade ago, and the actions other municipalities have taken during the franchise renewal process. Recognizing that other municipalities had contracted with the Cohen Law Group to negotiate such franchise agreements with Comcast (as had the Township a decade earlier) he suggested it may be appropriate for him to reach out to the Cohen Law Group for further information and direction and asked if the Board would be interested in authorizing that communication. Mr. Embich shared his disapproval of the cable franchise agreement that he views as handing a monopoly to Comcast. He noted that the law is outdated and doesn't take into consideration changes and advancements in technology since the law was created. The Commissioners were in agreement to have Mr. Lamoureux contact Cohen Law Group concerning the cable franchise renewal process.

Lebanon County Relief Block Grant CARES Municipal Application: MOTION by Mr. Perrotto, second by Mr. Moore to (1) authorize the creation and submission of a Lebanon County Relief Block Grant CARES municipal application to Lebanon County for reimbursement of eligible COVID-19 related expenses incurred by the Township through September 30, 2020 and (2) its execution by the appropriate Township officials. Motion carried unanimously.

Holiday Breakfast for Township Employees and Elected/Appointed Officials: Mr. Perrotto discussed the cancellation of the annual Holiday Breakfast for employees and officials due to COVID-19 and the issues with an indoor gathering without social distancing. The Board of Commissioners was in agreement to move the event to sometime in the Spring of 2021 and recommended a donation in lieu of the breakfast to local organizations. MOTION by President Moore, second by Mr. Perrotto to donate \$200 each to the Lebanon Rescue Mission and the Caring Cupboard. Motion carried unanimously.

CORRESPONDENCE: Nothing to report this month.

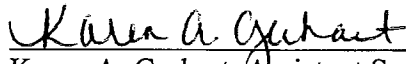
PAY BILLS: MOTION by Mr. Embich, second by Mr. Lively to ratify the actions of the Township Administrator regarding payment of debts shown on the Finance Report (Cash Disbursement Journals of the various funds). Motion carried unanimously.

RECESS FOR EXECUTIVE SESSION: President Moore called a recess for an Executive Session and the room was cleared of the public at 7:53 PM. The Regular Meeting was reconvened at 8:27 PM with the five Commissioners, Ms. Gerhart, Chief Dugan, and Mr. Lamoureux present.

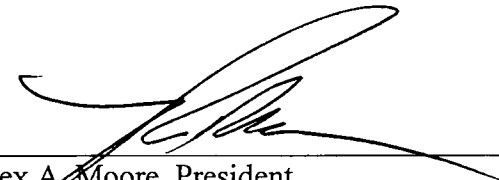
Recommendation for Legal Actions Against Property Owner for Violating Chapter 21 of the Annville Township Code of Ordinances: Upon recommendation of the Commissioners, the Township Solicitor is to (1) send a letter to the owner of the property at 801-813 East Main Street notifying him that he must address the outstanding violations of Chapter 21 of the Annville Township Code of Ordinances in a manner that the Township Public Works Superintendent

determines to be satisfactory upon his review or action will be taken through the Magisterial District Judge's (MDJ) office and (2) authorize said action through the MDJ's office if necessary.

ADJOURNMENT: There being no further business to come before the Board, **MOTION** by Mr. Lively, second by Mr. Perrotto to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 8:29 PM.



Karen A. Gerhart, Assistant Secretary



Rex A. Moore, President