

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS AGENDA FOR NOVEMBER 4, 2020

PUBLIC HEARING – 6:30 PM

2021 Budget Presentation and Public Comment

REGULAR MONTHLY MEETING – 7:00 PM

Announced Visitors: None

- I. Call to Order – 7:00 PM
- II. Pledge of Allegiance
- III. Recognition of Visitors and Opportunity for Public Comment
- IV. Approval of Minutes
 - A. October 6, 2020 Regular Meeting
 - B. October 14, 2020 Special Meeting
- 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)
 - C. Cable Franchise Renewal
 - D. Draft Ordinance – 2021 Tax Levy and Appropriations
- VIII. New Business
 - A. Workers' Compensation – Township Employees
 - B. Selection of Insurance Agent
- IX. Correspondence
- X. Pay Bills
- XI. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
November 4, 2020**

The November Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on November 4, 2020 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; Corey Lamoureux, Esq., Township Solicitor; and Dean Wolfe, West Main Street.

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

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

President Moore provided an opportunity for public comment and the following comments were noted from those in attendance:

Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements: Mr. Wolfe was recognized for comment and, as a follow-up to a public comment raised at the prior month's meeting, he reported that per a Google search he learned a pedestrian was hit at the crosswalk at the intersection of West Main and Cherry Streets the prior August. There was also brief discussion on the rationale for the scope of the ARLE project.

APPROVAL OF MINUTES:

October 6, 2020 Regular Meeting: MOTION by Mr. Perrotto, second by Mr. Lively to approve the minutes of the Regular Meeting held October 6, 2020 as presented. Motion carried unanimously.

October 14, 2020 Special Meeting: MOTION by Mr. Hoover, second by Mr. Lively to approve the minutes of the Special Meeting held October 14, 2020 as presented. Motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

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

Public Safety: The Police Statistical Report for October 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.

Property: The following item was addressed:

Town Hall Window Replacement Project: Mr. Yingst reported the replacement windows have been fully installed on the north and east sides of Town Hall and the Township is waiting on the arrival of the window treatments so they may be installed.

ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.

WORK DONE FOR OCTOBER 2020

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|-------------------------------------|--|
| (1) <u>DOWNTOWN FOUNTAIN</u> | We will be draining the fountain in the next couple of weeks. |
| (2) <u>DOWNTOWN LIGHTS</u> | We repaired 2 streetlights, 5 uplights, and 5 fountain lights. |
| (3) <u>ASPHALT</u> | All the streets and town hall parking lot that were scheduled to be blacktopped are finished. |
| (4) <u>CHRISTMAS TREE</u> | The tree will be put up week of Nov. 16 in the morning sometime, weather permitting. |
| (5) <u>LEAF PICKING</u> | We spent the following time leaf picking: <ul style="list-style-type: none">• S Annaville 8 hrs and 7 tons• Cleona was 25 hrs and 8.5 tons• Annaville 38 hrs and 10.5 tons |
| (6) <u>DUMPSTERS</u> | Saturday, October 31, will be the last day for extended hours for the dumpsters; they will resume in spring (March 14, 2021) |

Respectfully submitted,
Les Powell

Annville Township Police Department

MONTHLY REPORT OCTOBER 2020

Total Calls by Call Type From: 10/01/2020 - 10/29/2020

<u>Call Type</u>	<u>Total Calls</u>
PARKING ENFORCEMENT	75
TRAFFIC ENFORCEMENT - WARNING	31
AMBULANCE CALL	16
ACCIDENT, REPORTABLE	10
TRAFFIC ENFORCEMENT - CITATION	9
SUSPICIOUS VEHICLE	8
ACCIDENT, NON-REPORTABLE	7
ASSIST OTHER POLICE	7
DRIVING COMPLAINT	7
SUSPICIOUS ACTIVITY	7
CHECK ON WELL BEING	6
HARASSMENT	6
POLICE INFORMATION	6
BACKGROUND INVESTIGATION	5
FIRE CALL	5
LOST & FOUND	5
NOISE COMPLAINT	5
ASSIST MOTORIST	4
CIVIL MATTER	4
DOG - MISSING / LOST	4
DOMESTIC DISPUTE	4
SUSPICIOUS PERSON	4
ALARMS	3
CRIMINAL MISCHIEF	3
JUVENILE COMPLAINT	3
NEIGHBORHOOD DISPUTE	3
WARRANT	3
ABANDONED VEHICLE	2
ASSEMBLY/DEMONSTRATION	2
MENTAL HEALTH	2
THEFT - UNLAWFUL TAKING	2
ACCIDENT, HIT & RUN	1
ANIMAL COMPLAINT	1
BURGLARY	1
BURNING - COMPLAINT	1
CHILD ABUSE	1
CHILD CUSTODY	1
CHILD WELFARE INVESTIGATION	1
COVID-19	1
DISABLED VEHICLE	1
DISORDERLY CONDUCT	1
DOG COMPLAINT	1
DRUG BOX - PRESCRIPTION	1
DRUG INFORMATION	1

DUMPING COMPLAINT	1
EXTRA PATROL REQUEST	1
FIREWORKS COMPLAINT	1
FRAUD	1
LOST & FOUND (BICYCLE)	1
MEGAN'S LAW NOTIFICATION	1
OPEN CONTAINER - ORDINANCE	1
PARKING COMPLAINT	1
PFA ORDER	1
PUBLIC DRUNKENNESS	1
RECON. ACCIDENT TEAM ASSISTANCE	1
ROAD CLOSURE / DETOUR / SIDEWALK /CONSTRUCTION	1
SCAM - PHONE - MAIL ETC	1
THEFT - DECEPTION	1
TRAFFIC COMPLAINT	1
TRAFFIC ENFORCEMENT - CROSSWALK	1
TRESPASS, CRIMINAL	1
UNAUTHORIZED USE OF MOTOR VEHICLE	1
WIRES DOWN	1

Total Calls: 290



ANNVILLE TOWNSHIP POLICE
MONTHLY REPORT
OCTOBER 2020



- CALLS FOR SERVICE 290
- ORDINANCE VIOLATIONS

1. DOG 1
2. NOISE 5
3. PARKING 1
4. FIREWORKS 1
5. OPEN CONTAINER 1
6. DUMPING 1

- CRIMINAL ARRESTS 04
 - ADULT 04
 - JUVENILE 00

- ASSEMBLY/DEMONSTRATION 2

- COVID 19 1

- TOTAL TRAFFIC CITATIONS 9
- TOTAL TRAFFIC WARNINGS 31
- TOTAL NON-TRAFFIC CITATIONS 04
- TOTAL VEHICLE ACCIDENTS 18
 - REPORTABLE 10
 - NON-REPORTABLE 07
 - HIT & RUN 01

- PARKING TICKETS ISSUED 75

ANNVILLE ACCIDENT LOCATIONS

- 934/422
- 750 East Main Street
- W. Main & Hower Streets
- N. White Oak St. & Sheridan Ave.
- 1251 East Main Street
- East Main & 1st Ave.
- 200 Block East Main Street
- Killinger & Maple Streets
- 35 East Main Street

SOUTH ANNVILLE LOCATIONS

- 798 West Main Street x 2
- 569 Mount Wilson Road
- 1700 Block South White Oak St.
- 700 Block Mount Wilson Rd.
- 2200 Block Horseshoe Pike
- 1200 Block Mount Wilson Road
- 1700 Block South White Oak
- 744 West Main Street

Parks & Recreation: The following items were addressed:

Donation of Trees: It was noted that Erik Josephson and James Scott had donated, and would shortly be planting, three trees—two dawn redwood conifers and one wildfire black gum—to the grove of trees on the Township property just north of the Quittapahilla Creek and east of South White Oak Street.

Invasive Species: It was noted that, at the recommendation of the Quittie Park Committee (QPC) of the Friends of Old Annville, in the next few weeks the Public Works Department would be injecting herbicide into trees of heaven in Quittie Creek Nature Park that are so designated by the QPC, and they also would be working together to target poison hemlock in the park beginning around early-February 2021.

Stormpipe Erosion: Mr. Lively reported on erosion that had exposed the stormpipe just north of the South Spruce Street bridge and Mr. Yingst indicated he would pass this along to the Public Works Department.

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

Permits: The Permits Report for October 2020 was reviewed, a copy of which is attached hereto and made a part of these minutes. In response to a question from Mr. Hoover, Mr. Yingst indicated the tapping fee on the report pertained to a new sanitary sewer connection for an existing accessory building on the property at 344 East Main Street that was being repurposed as a dwelling unit.

Annville Activities: The following item was addressed:

Overstreet Banner Fee: Mr. Perrotto discussed the rationale for the \$300 fee presently charged to groups who apply to have an overstreet banner suspended above East Main Street from the Township's poles, and why the cost assumptions for the fee are no longer accurate. As such, additional options for the fee were reviewed and discussed at length by the Board, including the possibility of reducing the fee to a lower, flat rate that better represents Public Works Department costs for suspending and removing a banner, as well as a tiered rate based upon the number of weeks a banner is suspended. **MOTION** by Mr. Lively, second by Mr. Hoover to set the fee for suspending an overstreet banner above East Main Street from the Township's poles at a flat rate of \$150. Motion carried unanimously.

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

REPORTS OF SPECIAL COMMITTEES:

Executive Sessions: Mr. Yingst reported that no Executive Sessions were held since the adjournment of the October 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

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Ten Months Ending October 31, 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	\$ 6,068.13	\$ 897,180.21	99.90	868.79
01/301/400	R/E TAXES - DELINQUENT	26,000.00	408.37	15,221.99	58.55	10,778.01
	Subtotal	924,049.00	6,476.50	912,402.20	98.74	11,646.80
01/310/100	REALTY TRANSFER TAX	59,000.00	9,690.52	44,302.20	75.09	14,697.80
01/310/210	EARNED INCOME TAX - CURREN	407,000.00	17,752.15	318,531.85	78.26	88,468.15
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	1,340.20	81,305.93	75.99	25,694.07
	Total Taxes	1,497,499.00	35,259.37	1,356,542.18	90.59	140,956.82
<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	70.00	3,830.00	44.02	4,870.00
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	0.00	125.00	83.33	25.00
01/320/820	LICENSE - STREET ENCROACHME	8,000.00	200.00	11,800.00	147.50	(3,800.00)
01/320/900	LICENSE - PLUMBING/EXCAVATO	1,000.00	50.00	800.00	80.00	200.00
	Subtotal	55,975.00	320.00	44,557.04	79.60	11,417.96
<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	1,534.08	12,536.57	62.68	7,463.43
01/330/130	FINES - TWP. ORD. (PARKING)	8,000.00	1,600.00	3,510.00	43.88	4,490.00
01/330/150	FINES - CO. CLERK OF CRTS/PROB	8,000.00	605.10	7,605.80	95.07	394.20
	Subtotal	38,000.00	3,739.18	24,598.92	64.73	13,401.08
<u>Interest & Rent</u>						
01/340/000	INTEREST	10,300.00	212.64	2,739.04	26.59	7,560.96
	Subtotal	10,300.00	212.64	2,739.04	26.59	7,560.96
<u>Intergovernmental Revenues (Grants)</u>						
01/350/000	INTERGOV'T. REVENUES (GRANT	135,227.00	99,798.12	133,135.91	98.45	2,091.09
	Subtotal	135,227.00	99,798.12	133,135.91	98.45	2,091.09
<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	31,641.74	280,927.50	70.41	118,072.50
	Subtotal	399,000.00	31,641.74	280,927.50	70.41	118,072.50
<u>Miscellaneous Income</u>						
01/380/000	ADMINISTRATIVE FEES	6,700.00	110.50	3,715.13	55.45	2,984.87
01/381/500	DONATIONS	30,300.00	0.00	28,000.00	92.41	2,300.00
01/384/000	CONTRACTED SERVICES INCOME	61,000.00	11,069.48	44,941.96	73.68	16,058.04
01/391/000	REFUND PRIOR YR EXPEND	21,000.00	0.00	18,638.75	88.76	2,361.25

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Ten Months Ending October 31, 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	11,179.98	95,295.84	80.08	23,704.16
<u>Transfers from Other Funds</u>						
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	\$ 2,255,301.00	\$ 182,151.03	\$ 1,938,141.43	85.94	317,159.57

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	5,327.34	57,982.23	83.41	11,532.77
01/400/200	MATERIALS & SUPPLIES	5,600.00	201.02	3,598.54	64.26	2,001.46
01/400/210	RENTAL LICENSE EXPENSES	2,700.00	14.89	629.54	23.32	2,070.46
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	2,154.35	23,643.85	46.36	27,356.15
01/400/320	TELEPHONE	3,550.00	270.82	2,831.15	79.75	718.85
01/400/340	ADVERTISING & PRINTING	6,500.00	325.28	3,913.83	60.21	2,586.17
01/400/343	CODIFICATION	1,500.00	0.00	350.00	23.33	1,150.00
	Subtotal	155,440.00	8,293.70	103,567.27	66.63	51,872.73

Treasurer / Tax Collector

01/402/200	MATERIALS & SUPPLIES	1,200.00	1,244.74	1,244.74	103.73	(44.74)
01/402/350	BOND PREMIUM	1,050.00	0.00	468.00	44.57	582.00
	Subtotal	2,250.00	1,244.74	1,712.74	76.12	537.26

Municipal Building

01/409/120	SALARY - JANITOR	5,200.00	0.00	738.77	14.21	4,461.23
01/409/145	CONTRACTED CUSTODIAL SERVI	0.00	456.96	456.96	0.00	(456.96)
01/409/200	MATERIALS & SUPPLIES	600.00	282.12	641.11	106.85	(41.11)
01/409/360	FUEL, LIGHT, WATER & SEWER	12,900.00	489.75	7,396.35	57.34	5,503.65
01/409/370	REPAIRS & MAINTENANCE - BLD	2,300.00	(107.58)	2,297.69	99.90	2.31
01/409/740	CAPITAL EXPEND	10,000.00	3,970.73	5,831.73	58.32	4,168.27
	Subtotal	31,000.00	5,091.98	17,362.61	56.01	13,637.39

Total General Government	188,690.00	14,630.42	122,642.62	65.00	66,047.38
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Public Safety

Police

01/410/130	SALARIES - POLICE	553,679.00	37,121.65	406,808.24	73.47	146,870.76
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	2,159.28	5,803.06	53.75	4,992.94
01/410/200	MATERIALS & SUPPLIES	7,000.00	243.92	8,026.18	114.66	(1,026.18)
01/410/202	UNIFORM SUPPLIES & REPLACE	7,500.00	223.97	5,555.78	74.08	1,944.22
01/410/300	DUES, MEMBERSHIPS, MISC.	9,145.00	0.00	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	5,951.17	24,944.79	415.75	(18,944.79)
01/410/320	TELEPHONE, RADIO & PAGER	8,025.00	499.98	6,123.74	76.31	1,901.26
01/410/330	VEHICLE FUEL	7,200.00	383.82	3,306.59	45.92	3,893.41
01/410/331	VEHICLE REPAIR & MAINTENAN	6,300.00	102.60	3,602.80	57.19	2,697.20
01/410/452	IT SUPPORT	17,462.00	(3,862.86)	13,607.23	77.92	3,854.77
01/410/460	TRAFFIC SIGNALS	600.00	50.34	496.73	82.79	103.27
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 Ten Months Ending October 31, 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	42,873.87	485,038.31	74.77	163,668.69
Fire						
01/411/460	FIRE HYDRANT SERVICE	17,500.00	1,246.11	14,961.10	85.49	2,538.90
01/411/500	DONATION - VOLUNTEER FIRE C	78,000.00	0.00	73,000.00	93.59	5,000.00
01/411/510	DONATION - FIREMEN'S RELIEF	22,000.00	0.00	22,802.79	103.65	(802.79)
Subtotal		117,500.00	1,246.11	110,763.89	94.27	6,736.11
Ambulance						
01/412/000	EMERGENCY MANAGEMENT SER	20,000.00	10,000.00	10,000.00	50.00	10,000.00
Subtotal		20,000.00	10,000.00	10,000.00	50.00	10,000.00
Zoning						
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	108.64	1,307.24	32.68	2,692.76
Total Public Safety		797,507.00	54,228.62	610,735.29	76.58	186,771.71
Health & Sanitation						
01/427/300	MISCELLANEOUS EXPENSE	41,000.00	3,625.39	32,086.60	78.26	8,913.40
01/427/450	REFUSE COLLECTION CONTRACT	72,180.00	5,947.50	53,527.50	74.16	18,652.50
01/427/451	RECYCLING COLLECTION CONTR	72,180.00	9,540.50	57,120.50	79.14	15,059.50
01/427/460	REFUSE DISPOSAL EXPENSE	71,000.00	8,801.28	57,300.72	80.71	13,699.28
Total Health & Sanitation		256,360.00	27,914.67	200,035.32	78.03	56,324.68
Highway						
01/430/100	SALARIES & WAGES - HIGHWAY	91,822.00	8,172.44	80,621.65	87.80	11,200.35
01/430/200	MATERIALS & SUPPLIES	3,000.00	136.72	849.31	28.31	2,150.69
01/430/300	MISCELLANEOUS EXPENSE	2,800.00	40.35	1,801.29	64.33	998.71
01/430/310	ENGINEERING SERVICES	69,000.00	9,098.84	17,838.50	25.85	51,161.50
01/430/320	TELEPHONE, RADIO & PAGER	900.00	58.50	512.79	56.98	387.21
01/430/330	VEHICLE OPERATING EXP. - FUEL	7,500.00	313.25	2,542.88	33.91	4,957.12
01/430/331	VEHICLE - OPERATING EXPENSE	2,000.00	328.82	1,492.07	74.60	507.93
01/430/740	CAPITAL OUTLAY	6,000.00	0.00	5,050.15	84.17	949.85
01/434/000	STREETLIGHTING	2,000.00	54.57	1,592.65	79.63	407.35
01/437/000	REP. & MAINT. - EQUIPMENT	7,000.00	346.84	6,067.59	86.68	932.41
01/438/000	REP. & MAINT. - STREETS	2,000.00	0.00	0.00	0.00	2,000.00
Total Highway		194,022.00	18,550.33	118,368.88	61.01	75,653.12
Miscellaneous						
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	142.94	2,285.26	38.09	3,714.74
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

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Ten Months Ending October 31, 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>
01/480/000	EMPL. BENEFITS & PAYROLL TA	500,552.00	27,074.95	444,100.02	88.72	56,451.98
01/486/000	INSURANCE	105,730.00	14,058.04	92,093.24	87.10	13,636.76
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>41,275.93</u>	<u>585,947.49</u>	71.57	<u>232,774.51</u>
	Total Expenditures	\$ <u>2,255,301.00</u>	\$ <u>156,599.97</u>	\$ <u>1,637,729.60</u>	72.62	<u>617,571.40</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>25,551.06</u>	\$ <u>300,411.83</u>	0.00	<u>(300,411.83)</u>

UNAUDITED

GENERAL FUND
Balance Sheet
October 31, 2020
ASSETS

Current Assets

CASH - CHECKING/SAVINGS	\$	448,077.70
CASH - RECREATION DEPOSIT		14,606.47
CASH - PLGIT PRIME		398,819.72
DAEWOO & YEAGER FIRE ESCROW		67,194.76
AURAND FIRE ESCROW		21,158.66
PETTY CASH - OFFICE		100.00
PETTY CASH - POLICE		100.00
INVESTMENT IN COMMON STOCK		5,519.65
ACCOUNTS RECEIVABLE		5,654.45
ALLOWANCE FOR DOUBTFUL ACCTS		(1,000.00)

Total Current Assets 960,231.41

Property and Equipment

Total Property and Equipment 0.00

Other Assets

Total Other Assets 0.00

Total Assets \$ 960,231.41

LIABILITIES AND CAPITAL

Current Liabilities

COUNT - DISTRICT ATTY	\$	478.59
DEPOSITS - BRICKS		12.98
RECREATION DEPOSIT HELD		14,606.47
DAEWOO AND YEAGER FIRE ESCROW		67,194.76
AURAND FIRE ESCROW		21,158.66

Total Current Liabilities 103,451.46

Long-Term Liabilities

Total Long-Term Liabilities 0.00

Total Liabilities 103,451.46

Capital

FUND BALANCE	556,368.12
Net Income	300,411.83

Total Capital 856,779.95

Total Liabilities & Capital \$ 960,231.41

SEWER FUND
Income Statement
For the Ten Months Ending October 31, 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	\$ 122.12	\$ 3,498.15	46.64	4,001.85
08/360/000	SEWER RENTALS	1,680,000.00	135,721.95	1,171,512.94	69.73	508,487.06
08/361/000	SEWER RENTALS - EXTERNAL	20,000.00	1,704.09	16,752.59	83.76	3,247.41
08/370/000	TAPPING FEES	0.00	4,200.00	11,441.20	0.00	(11,441.20)
08/380/000	ADMINISTRATIVE FEES	0.00	0.00	36.00	0.00	(36.00)
08/381/000	MANAGEMENT FEES - EXTERNAL	885.00	85.20	752.66	85.05	132.34
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	35,036.06	251,530.49	132.38	(61,530.49)
08/384/000	CAPACITY RESERVE FEES	22,425.00	0.00	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	0.00	12,321.50	88.01	1,678.50
Total Revenues		1,970,310.00	176,869.42	1,502,310.32	76.25	467,999.68
EXPENDITURES						
<u>Administration</u>						
08/400/100	WAGES & SALARIES-ADMIN	71,016.00	5,432.88	58,887.23	82.92	12,128.77
08/400/200	MATERIALS & SUPPLIES	7,450.00	342.45	5,761.59	77.34	1,688.41
08/400/300	MISCELLANEOUS	9,900.00	3,518.37	8,948.77	90.39	951.23
08/400/310	LEGAL SERVICES	8,000.00	468.00	2,682.00	33.53	5,318.00
08/400/311	AUDIT SERVICES	5,000.00	0.00	5,000.00	100.00	0.00
Total Administration		101,366.00	9,761.70	81,279.59	80.18	20,086.41
<u>Sewage Treatment</u>						
08/429/100	WAGES & SALARIES-OPERATIONS	238,295.00	16,980.80	182,594.41	76.63	55,700.59
08/429/200	MATERIALS & SUPPLIES	6,000.00	417.12	3,353.93	55.90	2,646.07
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	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	3,969.92	16,862.43	107.40	(1,162.43)
08/429/240	LIME & POLYMER	27,500.00	6,348.00	34,182.16	124.30	(6,682.16)
08/429/300	MISCELLANEOUS	6,100.00	456.41	4,536.67	74.37	1,563.33
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	344.65	9,663.97	55.22	7,836.03
08/429/311	LABORATORY TESTING SERVICES	14,000.00	977.58	7,529.00	53.78	6,471.00
08/429/320	TELEPHONE, RADIO & PAGER	4,500.00	373.03	3,741.26	83.14	758.74
08/429/330	VEHICLE - FUEL	9,000.00	119.79	3,476.64	38.63	5,523.36
08/429/331	VEHICLE - OPERATING EXPENSE	16,550.00	886.45	11,591.73	70.04	4,958.27
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	7,702.31	84,057.19	72.15	32,442.81
08/429/370	PLANT - REPAIR & MAINTENANCE	75,000.00	6,341.01	63,763.10	85.02	11,236.90
08/429/450	SEWERS - REPAIR & MAINTENAN	15,000.00	251.50	1,388.19	9.25	13,611.81
08/429/750	PLANT-CAPITAL OUTLAY	0.00	0.00	20,079.34	0.00	(20,079.34)
Total Sewage Treatment		606,645.00	45,168.57	461,214.92	76.03	145,430.08
<u>Debt Service</u>						
08/471/000	DEBT SERVICE PRINCIPAL	626,656.00	49,945.37	510,499.35	81.46	116,156.65
08/472/000	DEBT SERVICE - INTEREST	224,309.00	15,875.40	173,830.45	77.50	50,478.55
Total Debt Service		850,965.00	65,820.77	684,329.80	80.42	166,635.20
<u>Miscellaneous</u>						
08/480/000	EMPL. BENEFITS & PAYROLL TAX	315,834.00	20,676.28	268,034.34	84.87	47,799.66
08/486/000	INSURANCE	43,006.00	0.00	35,935.80	83.56	7,070.20
Total Miscellaneous		358,840.00	20,676.28	303,970.14	84.71	54,869.86
<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 Ten Months Ending October 31, 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>141,427.32</u>	<u>1,530,794.45</u>	77.69	<u>439,515.55</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>35,442.10</u>	\$ <u>(28,484.13)</u>	0.00	<u>28,484.13</u>

UNAUDITED

SEWER FUND
Balance Sheet
October 31, 2020

ASSETS

Current Assets

CASH - CHECKING /SAVINGS	\$ 457,463.22
CASH - PLGIT PRIME	442,271.22
BLAIRCO / MARTY'S MUSIC ESCROW	12,687.47
PETTY CASH - OFFICE	75.00
PETTY CASH - WWTP	50.00
ACCOUNTS RECEIVABLE	20,152.24

Total Current Assets		932,699.15
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Property and Equipment

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

Total Property and Equipment		13,101,689.35
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Other Assets

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

Total Assets	\$	14,044,850.50
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LIABILITIES AND RETAINED EARNINGS

Current Liabilities

Total Current Liabilities		0.00
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Long Term Liability

BLAIRCO / MARTY'S MUSIC ESCROW	\$ 12,687.47
NET PENSION LIABILITY	109,020.00
DEFERRED INFLOWS OF RESOURCES	51,986.00

Total Liabilities		173,693.47
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Retained Earnings

FUND BALANCE	(206,976.69)
RETAINED EARNINGS	14,106,617.85
Net Income	(28,484.13)

Total Retained Earnings		13,871,157.03
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Total Liabilities & Retained Earnings	\$	14,044,850.50
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CAPITAL RESE FUND -NEW

Income Statement

For the Ten Months Ending October 31, 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						
31/341/000	INTEREST EARNED	\$ 6,000.00	\$ 118.76	\$ 2,839.44	47.32	3,160.56
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	118.76	33,144.44	10.28	289,259.56
EXPENDITURES						
Expenses						
31/409/745	TOWN HALL IMPROVEMENTS	20,000.00	11,163.82	15,596.37	77.98	4,403.63
31/416/000	CODE ENFORCEMENT	0.00	0.00	15,960.00	0.00	(15,960.00)
31/429/370	MAJOR REPAIRS	0.00	0.00	1,605.00	0.00	(1,605.00)
31/445/000	PAVING & SEALING PARKING LOT	20,000.00	11,200.00	11,200.00	56.00	8,800.00
31/463/545	PEDESTRIAN IMPROVEMENTS	0.00	0.00	29,520.50	0.00	(29,520.50)
	Total Expenses	40,000.00	22,363.82	73,881.87	184.70	(33,881.87)
Transfers to Other Funds						
	Total Transfers	0.00	0.00	0.00	0.00	0.00
	Total Expenditures	40,000.00	22,363.82	73,881.87	184.70	(33,881.87)
	Net Income/<Deficit>	\$ 282,404.00	\$ (22,245.06)	\$ (40,737.43)	(14.43)	323,141.43

UNAUDITED

CAPITAL RESERVE FUND -NEW
Balance Sheet
October 31, 2020

ASSETS

Current Assets

NORTHWEST SAVINGS BANK	\$	535,198.07	
Total Current Assets			535,198.07

Other Assets

Total Other Assets			0.00
Total Assets	\$	535,198.07	

LIABILITIES AND FUND BALANCE

Current Liabilities

Total Current Liabilities			0.00
Total Liabilities			0.00

Fund Balance

FUND BALANCE	\$	575,935.50	
Net Income		(40,737.43)	
Total Fund Balance			535,198.07
Total Liabilities & Fund Balance	\$	535,198.07	

MOTOR LICENSE FUND
Income Statement
For the Ten Months Ending October 31, 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	\$ 18.58	\$ 944.74	31.49	2,055.26
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	18.58	130,696.34	99.01	1,303.66
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	13,678.26	41,665.30	67.20	20,334.70
35/437/000	REPAIRS & MAINT. - EQUIPMENT	7,000.00	191.08	3,023.81	43.20	3,976.19
35/438/000	REPAIRS & MAINT. - STREETS	22,000.00	21,394.62	21,556.18	97.98	443.82
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	35,263.96	69,480.33	56.49	53,519.67
<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	35,263.96	69,480.33	56.49	53,519.67
	Net Income/<Deficit>	\$ 9,000.00	\$ (35,245.38)	\$ 61,216.01	680.18	(52,216.01)

UNAUDITED

MOTOR LICENSE FUND
Balance Sheet
October 31, 2020

ASSETS

Current Assets

CASH - PLGIT	\$	67,886.28	
CASH - PLGIT PRIME		96,929.04	
Total Current Assets			164,815.32

Total Assets	\$	164,815.32
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LIABILITIES AND FUND BALANCE

Current Liabilities

Total Current Liabilities		0.00
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Total Liabilities		0.00
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Fund Balance

FUND BALANCE	\$	103,599.31	
Net Income		61,216.01	
Total Fund Balance			164,815.32
Total Liabilities & Fund Balance	\$		164,815.32

SEWER CAPITAL FUND
Income Statement
For the Ten Months Ending October 31, 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	\$ 1,072.99	\$ 7,774.51	70.68	3,225.49
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>1,072.99</u>	<u>7,774.51</u>	12.24	<u>55,719.49</u>
EXPENDITURES						
30/429/700	MISC	7,000.00	0.00	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>0.00</u>	<u>6,880.00</u>	98.29	<u>120.00</u>
	Net Income/(<Deficit>	<u>\$ 56,494.00</u>	<u>\$ 1,072.99</u>	<u>\$ 894.51</u>	1.58	<u>55,599.49</u>

UNAUDITED

SEWER CAPITAL FUND
Balance Sheet
October 31, 2020

ASSETS

Current Assets

CASH - PLGIT PRIME	\$	254,007.83	
INVESTMENTS - EDWARD JONES		537,472.74	
Total Current Assets			791,480.57

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	\$	791,480.57	
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LIABILITIES AND CAPITAL

Current Liabilities

Total Current Liabilities			0.00
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Long-Term Liabilities

Total Long-Term Liabilities			0.00
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Total Liabilities			0.00
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Capital

FUND BALANCE	\$	790,586.06	
Net Income		894.51	
Total Capital			791,480.57
Total Liabilities & Capital	\$	791,480.57	

MS4 FUND
INCOME STATEMENT
FOR THE TEN MONTHS ENDING OCTOBER 31, 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	\$ 31.26	740.37	37.02	1,259.63
40/350/000	MS4 FEES	110,000.00	9,368.28	82,614.83	75.10	27,385.17
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>9,399.54</u>	<u>83,355.20</u>	74.42	<u>28,644.80</u>
EXPENDITURES						
40/460/200	ADMINISTRATION	500.00	0.00	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>0.00</u>	<u>97,197.76</u>	86.78	<u>14,802.24</u>
	NET INCOME	<u>\$ 0.00</u>	<u>\$ 9,399.54</u>	<u>(13,842.56)</u>	0.00	<u>13,842.56</u>

UNAUDITED

MS4 FUND
Balance Sheet
October 31, 2020

ASSETS

Current Assets		
CASH - FULTON	\$	95,576.40
CASH - PLGIT PRIME		135,153.00
		<hr/>
Total Current Assets		230,729.40
Property and Equipment		<hr/>
Total Property and Equipment		0.00
Other Assets		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>230,729.40</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		(13,842.56)
		<hr/>
Total Capital		217,409.72
		<hr/>
Total Liabilities & Capital	\$	<u>230,729.40</u>

GENERAL FUND
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
17072	ANN002	ANNVILLE TOWNSHIP PAYROLL F	26,860.28	26,860.28
17073	ATT001	A T & T MOBILITY	351.09	351.09
17074	CDB001	CAMPBELL DURRANT, P.C.	2,920.70	2,920.70
17075	CRY001	CRYSTAL SPRINGS	49.74	49.74
17076	GRE001	GREATER LEB. REFUSE AUTHORI	12,749.37	12,749.37
17077	LOW002	WILLIAM W. LOWE	3,030.47	3,030.47
17078	MED002	MEDIA ONE PA	64.88 86.96	151.84
17079	MET002	MET- ED	3,954.82 187.16 438.00	4,579.98
17080	MEY001	MEYER OIL COMPANY	313.25 383.82	697.07
17081	PA005	PA MUNICIPAL HEALTH INSURAN	23,540.69	23,540.69
17082	PAO001	PA ONE CALL SYSTEM INC	27.30 13.05	40.35
17083	PAW001	PENNSYLVANIA AMERICAN WAT	51.75 1,246.11	1,297.86
17084	REI001	REILLY WOLFSON ATTORNEYS A	2,154.35	2,154.35
17085	SPO001	SSM GROUP, INC.	952.00 544.00 8,554.84	10,050.84
17086	STA005	STATE WORKERS' INSURANCE FU	852.00	852.00
17087	TEL001	TELESYSTEM	466.26	466.26
17088	ZIM001	ZIMMEY'S AUTOMOTIVE	67.50	67.50
17089	CSU001	CSU PRODUCER RESOURCES, INC.	13,206.04	13,206.04
17090	ANN002	ANNVILLE TOWNSHIP PAYROLL F	27,210.73	27,210.73
17091	GFL001	GFL ENVIRONMENTAL	3,593.00	3,593.00
17092	A & H 001	A & H EQUIPMENT	346.84	346.84
17093	ALL004	ALL CITY MANAGEMENT SERVIC	959.68 1,199.60	

GENERAL FUND
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
				2,159.28
17094	AMA001	AMAZON CAPITAL SERVICES	94.58 56.55 54.57 69.05 142.94	417.69
17095	CAP001	CAPITAL REGION COUNCIL OF GO	40.00	40.00
17096	COM008	COMCAST	107.87	107.87
17097	CRY001	CRYSTAL SPRINGS	49.74	49.74
17098	DEA001	DEARBORN GROUP	160.00	160.00
17099	DOU002	BRAD DOUPLE	54.32 54.32	108.64
17100	GFL001	GFL ENVIRONMENTAL	168.25 11,895.00	12,063.25
17101	GRU002	JAMES GRUMBINE	55.99	55.99
17102	LEB024	LEBANON COUNTY TREASURER	1,244.74	1,244.74
17103	LIG001	LIGHT'S WELDING, INC.	275.83	275.83
17104	LOW001	LOWE'S COMPANIES, INC	144.28 67.67	211.95
17105	MAG003	MAGUIRE'S FORD OF HERSHEY	35.10	35.10
17106	MED002	MEDIA ONE PA	64.88 68.56	133.44
17107	MET002	MET- ED	64.14 73.40 77.25 35.42 64.74 72.67 142.94 50.34 34.81 34.72	650.43
17108	PEN019	PENN STATE HEALTH	10,000.00	10,000.00
17109	QUI001	QUILL CORPORATION	23.99	23.99
17110	RAP001	911 RAPID RESPONSE	79.99 87.99	167.98
17111	TSC001	TRACTOR SUPPLY CREDIT PLAN	24.99	24.99

GENERAL FUND
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
17112	WBM001	W.B. MASON CO., INC.	25.38 27.92	53.30
17113	COV001	COVERALL SERVICE CO - HARRIS	456.96	456.96
Total			<u>162,658.17</u>	<u>162,658.17</u>

SEWER FUND
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
13002	INT001	INTERCOUNTY LAND TRANSFER	45.00	45.00
13003	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	11,865.61	11,865.61
13004	AMA001	AMAZON CAPITAL SERVICES	725.36	725.36
13005	ANN004	ANNVILLE TWP PENNVEST ACCOUNT	65,820.77	65,820.77
13006	ATT001	AT&T MOBILITY	188.42	188.42
13007	CIT001	CITY OF LEBANON AUTHORITY	85.05	85.05
13008	MEY001	MEYER OIL COMPANY	119.79	119.79
13009	PAM001	PA MUNICIPAL HEALTH INSURANCE COOP	19,312.41	19,312.41
13010	PAT001	PAT AND SON SERVICE CENTER INC.	135.97	135.97
13011	PAW002	P A W C	213.40	213.40
13012	REI003	REILLY WOLFSON ATTORNEYS AT LAW	468.00	468.00
13013	TEL002	TELESYSTEM	184.61	184.61
13014	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	11,922.26	11,922.26
13015	ALS001	ALS GROUP USA, CORP.	105.00 113.00 113.00 80.00 88.00	499.00
13016	AMA001	AMAZON CAPITAL SERVICES	113.62 154.67 8.99 42.39	187.86 55.08 76.73
13017	AME005	AMERIGREEN INC.	4,063.54	4,063.54
13018	ANN001	ANNVILLE TOWNSHIP GENERAL FUND	31,521.74 107.58	31,629.32
13019	ANN007	ANNVILLE TOWNSHIP MS4 FUND	9,368.28	9,368.28
13020	AZC001	AUTOZONE	102.49	102.49
13021	COR003	CPE	1,396.19	1,396.19
13022	DEA002	DEARBORN GROUP	65.00	65.00

SEWER FUND
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 2020

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
13023	EAG001	EAGLE RENTAL	251.50	251.50
13024	FUL001	FULTON BANK	55.00	55.00
13025	GAN001	GANNETT FLEMING, INC.	344.65	344.65
13026	HAC001	HACH COMPANY	252.20 3,497.82	3,750.02
13027	HAR002	HARRIS COMPUTER SYSTEMS	3,379.57	3,379.57
13028	LOW001	LOWE'S COMPANIES, INC.	93.25 20.28 61.31 83.49 30.24	288.57
13029	MAR003	MARCO	83.80	83.80
13030	MET001	MET-ED	7,456.31	7,456.31
13031	PAD001	PA DEPT OF LABOR & INDUSTRY-B	257.01	257.01
13032	PAT001	PAT AND SON SERVICE CENTER INC.	74.99	74.99
13033	PAW001	AMERICAN WATER	80.13	80.13
13034	PEN002	PENNSYLVANIA STATE UNIVERSITY	405.00	405.00
13035	POL001	POLLU-TECH, INC.	3,174.00 3,174.00	6,348.00
13036	THO001	THOMAS SCIENTIFIC	97.26 50.88 145.34	293.48
13037	TRU001	TRUCK MOUNTS UNLIMITED	545.00	545.00
13038	UGI001	UGI UTILITIES, INC.	32.60	32.60
13039	UMB001	UMBERGERS OF FONTANA, INC.	8.07	8.07
13040	USA001	USABlueBook	247.49	247.49
13041	WAL001	WALMART	79.00	79.00
13042	WOO001	WOOD MOTORSPORTS	28.00	28.00
Total			182,538.33	182,538.33

CAPITAL RESERVE FUND -NEW
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 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
10/5/20	1218	31/200/000	Invoice: 09/30/20 INVOICE	8,000.00	
		31/102/000	CREEK VIEW LLC		8,000.00
10/13/20	1219	31/200/000	Invoice: 34909	3,163.82	
		31/102/000	ALLWEIN CARPET ONE		3,163.82
10/26/20	1220	31/200/000	Invoice: 20229	11,200.00	
		31/102/000	HOFFER PAVING, INC.		11,200.00
Total				<u>22,363.82</u>	<u>22,363.82</u>

MOTOR LICENSE FUND
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 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
10/26/20	231	35/200/000 35/108/000	Invoice: 20228 HOFFER PAVING INC	20,800.00	20,800.00
10/26/20	232	35/200/000 35/200/000 35/200/000 35/108/000	Invoice: JULY 2020 Invoice: AUGUST 2020 Invoice: SEPTEMBER 2020 ANNVILLE TOWNSHIP GENERAL FUND	5,160.39 4,671.75 4,631.82	14,463.96
Total				35,263.96	35,263.96

SEWER CAPITAL FUND
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 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
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This report contains no data.

MS4 FUND
Cash Disbursements Journal
For the Period From Oct 1, 2020 to Oct 31, 2020

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 October 2020

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

Tapping Fees

Ninh Kieu Vietnamese Restaurant	\$4,200.00
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Building Permits

#37-20	New Street Properties LLC	Other	Demo shed
#38-20	Bonnie S. & Kerry E. Long Sr.	Erect a New Structure	Above ground pool
#39-20	Dale & Kimberly Brickley	Other	Fence

Curb/Sidewalk Permits

Street-Cut Permits

#2020-33	131 N. College Avenue	UGI	Cut off gas service
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Burn Permit

pertaining to ordinance violations and personnel matters pertaining to an unfair labor practice complaint filed by the Annville Township Police Officers Association.

Planning Commission: Mr. Perrotto reported the Planning Commission meeting for November 9, 2020 had been cancelled due to a lack of business. The following items were then addressed:

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

Lebanon Valley College (LVC) Arnold Fitness Center Locker Room Expansion Land Development Plan Reapproval: Noting a request for same had been received from LVC's consultant for this project, **MOTION** by Mr. Lively, second by President Moore to extend approval for the preliminary/final land development plan for the LVC Arnold Fitness Center Locker Room Expansion by an additional 90 days by reapproving said plan contingent upon all items in the Township Engineer's review letter being satisfactorily addressed and obtaining the necessary signatures. Motion carried unanimously.

Historic Architectural Review Board (HARB): Nothing to report this month.

Wage & Salary: Mr. Yingst reported the Wage & Salary Committee met on October 27, 2020 and the minutes from that meeting were presented, a copy of which is attached hereto and made a part of these minutes. The Commissioners agreed to defer the Committee's recommendations on 2021 budget matters until the next Regular Meeting.

Municipal Separate Storm Sewer System (MS4): Nothing to report this month.

Greater Lebanon Refuse Authority (GLRA): Mr. Embich provided a brief verbal report on the GLRA, noting it was currently working on revising and adopting certain policies and procedures, and further noting the 2021 budget for the GLRA was in process.

Fire Department: Mr. Lively reviewed the October 2020 Fire Chief's Report and Monthly Statistical Report for the Union Hose Company (UHC). He also reported there was an effort underway to resume the joinder talks between the UHC and the Cleona Fire Company sometime before the end of the year.

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

OLD BUSINESS:

ARLE Grant Pedestrian Improvements: Nothing to report this month.

**MINUTES OF THE ANNVILLE TOWNSHIP
WAGE & SALARY COMMITTEE
October 27, 2020**

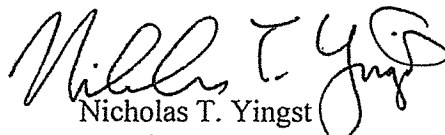
A meeting of the Annville Township Wage & Salary Committee was held on October 27, 2020 at the Annville Public Works Facility, 675 West Main Street, Annville, PA with the following members present: Henri Lively, Rex Moore, and Hugh Rooney, Jr. Also in attendance was Nicholas T. Yingst, Annville Township Administrator. The meeting was called to order at 6:11 PM.

NON-UNIFORMED EMPLOYEE BENEFITS AND COST OF LIVING ADJUSTMENT:

The Committee reviewed and discussed the proposed listing of Annville Township non-uniformed employee benefits for 2021, which included a 2% cost of living adjustment and a requirement that employees who receive medical, dental, and/or vision insurance coverage through the Township will contribute 5% of the corresponding insurance premium, which represents an increase of 1% from the 2020 premium contribution of 4% and is consistent with the premium payment to be made by those uniformed employees in 2021 covered by a collective bargaining agreement. **MOTION** by Mr. Moore, second by Mr. Rooney to recommend to the Board of Commissioners that the proposed listing of 2021 non-uniformed employee benefits, including a 2% cost of living adjustment, be approved as presented, and any necessary changes to the employee handbook be made. Motion carried unanimously and a copy of this listing of non-uniformed employee benefits is attached hereto and made a part of these minutes.

ADJOURNMENT: There being no further business to come before the Committee, **MOTION** by Mr. Lively, second by Mr. Moore to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 6:14 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Nicholas T. Yingst', is written over the printed name.

Nicholas T. Yingst
Annville Township Administrator
and Secretary

ANNVILLE TOWNSHIP
NON-UNIFORMED EMPLOYEE BENEFITS
2021

I. **Vehicle Reimbursement** - Reimbursement for use of employee's personal vehicle for official Township business shall be at the then current rate as established by the federal Internal Revenue Service.

II. **Holidays** - Employees shall receive ten (10) paid holidays:

- | | |
|--------------------------|--------------------------|
| 1. New Year's Day | 6. Labor Day |
| 2. Good Friday | 7. General Election Day* |
| 3. Primary Election Day* | 8. Thanksgiving Day |
| 4. Memorial Day | 9. Christmas Day |
| 5. Independence Day | 10. Employee's Birthday |

* This holiday does not apply to any special elections in addition to Primary Election Day and General Election Day; Public Works Department and Police clerical employees may also substitute Personal Days for these two holidays.

III. **Sick Leave** - Employees shall be entitled to twelve (12) days sick leave per year and may accumulate a maximum total of one hundred forty (140) days.

Up to five (5) days of an employee's sick leave entitlement may be used each year where an illness in the immediate family requires the employee's absence from work to care for that family member.

IV. **Vacation** - Employees shall receive five (5) working days vacation after the first year of service; ten (10) working days vacation after the second year of service; and one (1) additional working day vacation for each year of service in excess of two (2) years to a total of twenty (20) days up to twenty (20) years of service, effective the employment anniversary date. After twenty (20) years of service the employee earns twenty-five (25) vacation days. Employees may carry a maximum of fifteen (15) unused vacation days over to the following year.

V. **Bereavement Leave**

A. Employees shall receive four (4) working days paid leave for the death of the following:

1. Spouse
2. Child
3. Parent
4. Sibling
5. Father-in-law or Mother-in-law

B. Employees shall receive three (3) working days paid leave for the death of the following:

1. Grandparent
2. Grandchild

VI. Personal Day - Employees shall be entitled to one (1) working day off with pay each year for personal use.

VII. Pension Plan - Defined Benefit Plan (2.0% per year of service).

VIII. Insurance

A. Hospitalization

1. Capital Blue Cross
2. Major Medical
3. Includes immediate family
4. Employee pays 5% of premium cost as a payroll deduction
5. Deductibles - Single: \$500; Family: \$1,000

B. Eye/Dental

1. Davis Vision
2. United Concordia Dental
3. Employee pays 5% of premium cost as a payroll deduction

C. Life Insurance

1. \$20,000 group term life insurance

IX. COLA Increase 2021 – 2.0% pay increase effective January 1, 2021.

Community Development Block Grant (CDBG): Noting same had been approved by the Redevelopment Authority of the County of Lebanon (RACL) and had been determined to be satisfactory by the Township Solicitor, **MOTION** by Mr. Perrotto, second by Mr. Embich to (1) approve the cooperation agreement with the RACL for financing the replacement of 17 curbs ramps along Church Street from up to \$81,775 in CDBG funds and (2) authorize its execution by the appropriate Township officials. Motion carried unanimously.

Cable Franchise Renewal: Mr. Lamoureux reported he spoke earlier in the day with Attorney Daniel Cohen of the Cohen Law Group, who would shortly be providing the Township with a proposed fee agreement for services pertaining to renegotiating the cable franchise agreement with Comcast. He also reported that Jonestown Borough, Bethel Township, Jackson Township, and Union Township may shortly need to renew their cable franchise agreements. As such, Mr. Lamoureux noted it may be beneficial for Annville Township and these municipalities to work together with the Cohen Law Group and thus decrease their individual costs for upcoming renegotiations, and that he was in conversation with those municipalities' solicitors to gauge their interest in doing so. In response to a question from Mr. Perrotto, Mr. Lamoureux indicated that franchise agreements would be specific to each municipality, even if multiple municipalities should jointly engage the services of the Cohen Law Group. Mr. Lamoureux concluded by noting he would also be discussing with Mr. Cohen the concerns Mr. Embich had shared with him over the past month.

Draft Ordinance – 2021 Tax Levy and Appropriations: Mr. Yingst reported the proposed 2021 Tax Levy and Appropriations Ordinance had been drafted and submitted to the Commissioners for their review. He further reported the ordinance would be advertised sometime in the next month so it could be considered for adoption at the December Regular Meeting.

Paid Parking Kiosk: Mr. Embich shared observations on a paid parking kiosk system he had encountered in a different part of the country, should the Township ever wish to revisit the idea of paid parking at the Annville Center parking lot.

NEW BUSINESS:

Workers' Compensation – Township Employees: Mr. Yingst presented the renewal proposal for the Township employees' workers' compensation policy through Susquehanna Municipal Trust (SMT) for 2021 at an annual premium of \$51,820, an increase of nearly \$9,000 from the 2020 rate due to an increased experience modification resulting from a high claim in 2018. **MOTION** by Mr. Lively, second by President Moore to approve the renewal of the Township employees' workers' compensation policy through SMT for 2021 as presented. Motion carried unanimously.

Selection of Insurance Agent: Mr. Yingst reported that proposals had been sought from several local agents for various types of insurance coverage for the Township for 2021. Based on this information, **MOTION** by Mr. Embich, second by Mr. Perrotto to (1) appoint Bowman's Insurance Group as the Township's agent for its commercial property, general liability, commercial auto, law enforcement liability, inland marine, crime and fidelity, public officials, umbrella, and cyber insurance coverage for 2021, as well as any other similar types of insurance

coverage, and (2) authorize the Township Administrator to work with Bowman's Insurance Group and take the necessary actions to finalize said coverage. Motion carried unanimously.

Connected Together Initiative: Mr. Perrotto reminded the Board that the prior year it had submitted a letter of support for a Community Violence Prevention/Reduction Grant applied for by the Community Health Council of Lebanon County to fund its Connected Together Initiative. He reported the grant had been awarded and this had enabled the Sexual Assault Resource and Counseling Center to hire Fitzroy Lewis, who would be spearheading this initiative in the community. Mr. Perrotto shared that Mr. Lewis asked to discuss this violence mitigation initiative with the Board of Commissioners at a future meeting, and in the meantime he offered to coordinate a meeting between Mr. Lewis and Mr. Yingst. The Commissioners were supportive of this, and President Moore suggested it might also be beneficial for Mr. Lewis to meet with someone from LVC.

Establishing Bank Accounts: MOTION by Mr. Perrotto, second by Mr. Hoover to authorize the establishment of bank accounts at Jonestown Bank & Trust for the General Fund, Sewer Fund, MS4 Fund, and Payroll Fund, 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.

CORRESPONDENCE: Nothing to report this month.

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

RECESS FOR EXECUTIVE SESSION: President Moore called a recess for an Executive Session and the room was cleared of the public at 7:40 PM. The Regular Meeting was reconvened at 8:07 PM with the five Commissioners, Mr. Yingst, and Mr. Lamoureux present.

Sidewalk at 801-813 East Main Street Property: MOTION by President Moore, second by Mr. Lively to (1) authorize the Township Solicitor to send a letter to the owner of the property at 801-813 East Main Street memorializing his recent conversation with him about the unsatisfactory nature of the sidewalk at the aforementioned property and that it must be brought into compliance with Chapter 21 of the Annville Township Code of Ordinances by November 30, 2020 in a manner 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. Motion carried unanimously.

ADJOURNMENT: There being no further business to come before the Board, MOTION by Mr. Perrotto, second by Mr. Lively to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 8:08 PM.

Resolution of Lodge, Association or Other Similar Organization

JONESTOWN BANK & TRUST CO.
421 E PENN AVENUE
CLEONA, PA 17042

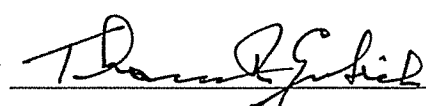
By: TOWNSHIP OF ANNVILLE
GENERAL FUND
36 N LANCASTER ST
PO BOX 178
ANNVILLE PA 17003-0178

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, NICHOLAS T YINGST, certify that I am Secretary (clerk) of the above named association organized under the laws of PENNSYLVANIA, Federal Employer I.D. Number 23-6003026, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on NOVEMBER 04, 2020 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

Agents. Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>REX A. MOORE-PRESIDENT</u>	X 	X _____
B. <u>HENRI B LIVELY-VICE PRESIDENT</u>	X 	X _____
C. <u>THOMAS R EMBICH-TREASURER</u>	X 	X _____
D. <u>NICHOLAS T YINGST-SECRETARY</u>	X 	X _____
E. <u>KAREN A GERHART-ASST SECRETARY</u>	X 	X _____
F. _____	X _____	X _____

Powers Granted. (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
A, B, C, D, E	(1) Exercise all of the powers listed in this resolution.	3
	(2) Open any deposit or share account(s) in the name of the Association.	
	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	
	(4) Borrow money on behalf and in the name of the Association, sign, execute and deliver promissory notes or other evidences of indebtedness.	
	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	
	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	
	(7) Other:	

Limitations on Powers. The following are the Association's express limitations on the powers granted under this resolution.

Resolutions

The Association named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated in this resolution, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.

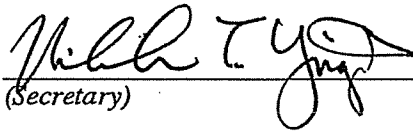
- (5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

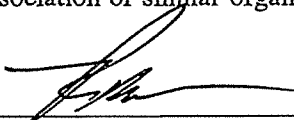
Effect on Previous Resolutions. This resolution supersedes resolution dated _____ . If not completed, all resolutions remain in effect.

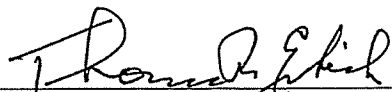
Certification of Authority

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions stated above to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Association is a non-profit lodge, association or similar organization.


(Secretary)


(Attest by Other Officer)


(Attest by Other Officer)

For Financial Institution Use Only

Acknowledged and received on _____

(date) by _____ (initials)

☐ This resolution is superseded by resolution dated _____

Comments:

Resolution of Lodge, Association or Other Similar Organization

JONESTOWN BANK & TRUST CO.
421 E PENN AVENUE
CLEONA, PA 17042

By: TOWNSHIP OF ANNVILLE
SEWER FUND
36 N LANCASTER ST
PO BOX 178
ANNVILLE PA 17003-0178

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, NICHOLAS T YINGST, certify that I am Secretary (clerk) of the above named association organized under the laws of PENNSYLVANIA, Federal Employer I.D. Number 23-6003026, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on NOVEMBER 04, 2020 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

Agents. Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>REX A. MOORE-PRESIDENT</u>	X 	X _____
B. <u>HENRI B LIVELY-VICE PRESIDENT</u>	X 	X _____
C. <u>THOMAS R EMBICH-TREASURER</u>	X 	X _____
D. <u>NICHOLAS T YINGST-SECRETARY</u>	X 	X _____
E. <u>KAREN A GERHART-ASST SECRETARY</u>	X 	X _____
F. _____	X _____	X _____

Powers Granted. (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
A, B, C, D, E	(1) Exercise all of the powers listed in this resolution.	3
	(2) Open any deposit or share account(s) in the name of the Association.	
	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	
	(4) Borrow money on behalf and in the name of the Association, sign, execute and deliver promissory notes or other evidences of indebtedness.	
	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	
	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	
	(7) Other:	

Limitations on Powers. The following are the Association's express limitations on the powers granted under this resolution.

Resolutions

The Association named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated in this resolution, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.

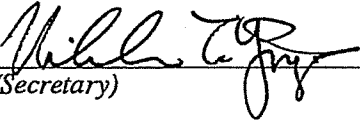
- (5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

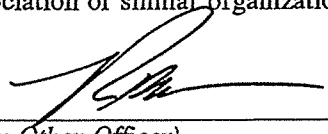
Effect on Previous Resolutions. This resolution supersedes resolution dated _____ If not completed, all resolutions remain in effect.

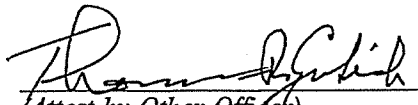
Certification of Authority

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions stated above to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Association is a non-profit lodge, association or similar organization.


(Secretary)


(Attest by Other Officer)


(Attest by Other Officer)

For Financial Institution Use Only

Acknowledged and received on _____

(date) by _____ (initials)

☐ This resolution is superseded by resolution dated _____

Comments:

Resolution of Lodge, Association or Other Similar Organization

JONESTOWN BANK & TRUST CO.
421 E PENN AVENUE
CLEONA, PA 17042

By: TOWNSHIP OF ANNVILLE
MS4 FUND
36 N LANCASTER ST
PO BOX 178
ANNVILLE PA 17003-0178

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, NICHOLAS T YINGST, certify that I am Secretary (clerk) of the above named association organized under the laws of PENNSYLVANIA, Federal Employer I.D. Number 23-6003026, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on NOVEMBER 04, 2020 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

Agents. Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>REX A. MOORE-PRESIDENT</u>	X 	X _____
B. <u>HENRI B LIVELY-VICE PRESIDENT</u>	X 	X _____
C. <u>THOMAS R EMBICH-TREASURER</u>	X 	X _____
D. <u>NICHOLAS T YINGST-SECRETARY</u>	X 	X _____
E. <u>KAREN A GERHART-ASST SECRETARY</u>	X 	X _____
F. _____	X _____	X _____

Powers Granted. (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
A, B, C, D, E	(1) Exercise all of the powers listed in this resolution.	3
	(2) Open any deposit or share account(s) in the name of the Association.	
	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	
	(4) Borrow money on behalf and in the name of the Association, sign, execute and deliver promissory notes or other evidences of indebtedness.	
	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	
	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	
	(7) Other:	

Limitations on Powers. The following are the Association's express limitations on the powers granted under this resolution.

Resolutions

The Association named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated in this resolution, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.

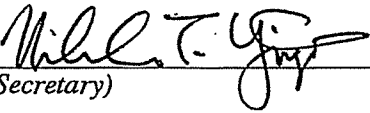
- (5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

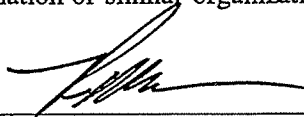
Effect on Previous Resolutions. This resolution supersedes resolution dated _____ . If not completed, all resolutions remain in effect.

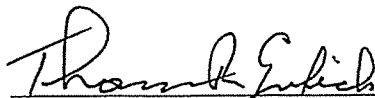
Certification of Authority

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions stated above to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Association is a non-profit lodge, association or similar organization.


(Secretary)


(Attest by Other Officer)


(Attest by Other Officer)

For Financial Institution Use Only

Acknowledged and received on _____

(date) by _____ (initials)

☐ This resolution is superseded by resolution dated _____

Comments:

Resolution of Lodge, Association or Other Similar Organization

JONESTOWN BANK & TRUST CO.
421 E PENN AVENUE
CLEONA, PA 17042

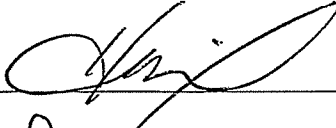
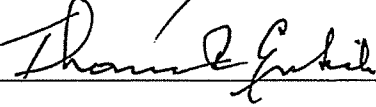
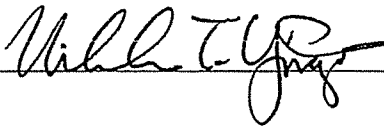
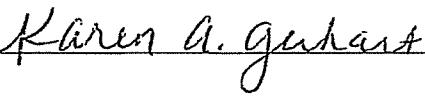
By: TOWNSHIP OF ANNVILLE
PAYROLL FUND
36 N LANCASTER ST
PO BOX 178
ANNVILLE PA 17003-0178

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, NICHOLAS T YINGST, certify that I am Secretary (clerk) of the above named association organized under the laws of PENNSYLVANIA, Federal Employer I.D. Number 23-6003026, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on NOVEMBER 04, 2020 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

Agents. Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature		Facsimile Signature (if used)		
A. <u>REX A. MOORE-PRESIDENT</u>	X		X		
B. <u>HENRI B LIVELY-VICE PRESIDENT</u>	X		X		
C. <u>THOMAS R EMBICH-TREASURER</u>	X		X		
D. <u>NICHOLAS T YINGST-SECRETARY</u>	X		X		
E. <u>KAREN A GERHART-ASST SECRETARY</u>	X		X		
F. _____	X		X		

Powers Granted. (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
A, B, C, D, E	(1) Exercise all of the powers listed in this resolution.	3
	(2) Open any deposit or share account(s) in the name of the Association.	
	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	
	(4) Borrow money on behalf and in the name of the Association, sign, execute and deliver promissory notes or other evidences of indebtedness.	
	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	
	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	
	(7) Other:	

Limitations on Powers. The following are the Association's express limitations on the powers granted under this resolution.

Resolutions

The Association named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated in this resolution, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.

- (5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

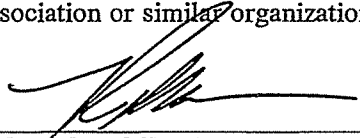
Effect on Previous Resolutions. This resolution supersedes resolution dated _____ . If not completed, all resolutions remain in effect.

Certification of Authority

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions stated above to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Association is a non-profit lodge, association or similar organization.


(Secretary)


(Attest by Other Officer)


(Attest by Other Officer)

For Financial Institution Use Only

Acknowledged and received on _____

(date) by _____ (initials)

☐ This resolution is superseded by resolution dated _____

Comments:



Jonestown Bank & Trust Co.

JBT Business Online Finance Manager Service Resolution of Authority

Township of Annville
(the "Entity")

Jonestown Bank & Trust Co.
(the "Bank")

I, Nicholas T. Yingst, certify that I am the Secretary (Secretary, Member, Partner, Owner) of the above named Entity organized under the laws of Pennsylvania, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Entity duly and properly called and held on 11/04/2020 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

The following individual(s) is (are) authorized to execute and deliver JBT Online Treasury Management Solutions Agreement and any ancillary service agreement(s) between the Entity and the Bank and to authorize and approve amendments or selection of additional services pursuant to such Agreement.

Name
Nicholas T. Yingst

Position
Secretary / Administrator

Karen A. Gerhart

Assistant Secretary

The following employees of the Entity are hereby authorized to approve transactions on behalf of the Entity under the JBT Online Treasury Management Solutions Agreement and the Bank is authorized and directed to provide user IDs and passwords to such individuals. Additional employees of the Entity may be authorized to approve transactions by the individual(s) named above.

Employees
Nicholas T Yingst

Karen A. Gerhart

Cheryl Fischer


I further certify that the Entity has, and at the time of adoption of this resolution had, full power and lawful authority to adopt resolutions and to confer power to person(s) named above as a duly authorized officer(s) of the Entity.

Nicholas T. Yingst
(Secretary Partner, Member, Owner)


Date: November 19, 2020

By: Karen A. Gerhart
(Attest by one other officer)

Title: Assistant Secretary



Nicholas T. Yingst, Secretary



Rex A. Moore, President