

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
SEPTEMBER 1, 2020 REGULAR MONTHLY MEETING AGENDA

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

Announced Visitors: Armin Rudd, Maple Street

- I. Call to Order – 7:00 PM
- II. Pledge of Allegiance
- III. Recognition of Visitors and Opportunity for Public Comment
 - A. Mr. Rudd – Jones and Maple Street Stormwater
- 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)
 - C. Remote Participation in Meetings
- VIII. New Business
 - A. 2021 Residential Rental License Fee
 - B. 2021 Minimum Municipal Obligation (MMO) Certifications for Pension Plans
 - C. Authorize Budget Meeting
 - D. Renewal of Law Enforcement Errors and Omissions Liability Insurance
 - E. Termination of Seasonal Part-Time Custodian
- IX. Correspondence
- X. Pay Bills
- XI. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
September 1, 2020**

The September Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on September 1, 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 Nicholas T. Yingst, Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor; Armin and Sarah Rudd, Maple Street; Dean Wolfe, West Main Street; and Sean Flanagan, ThYNK Design.

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:

Jones and Maple Streets Stormwater: Mr. Rudd was recognized for comment and he asked the Commissioners to move ahead on authorizing the Township Engineer to commence with a study of rerouting the Jones and Maple Streets stormwater system in 2020, noting correspondence had been sent to the Township regarding same the prior week. He then shared his rationale for this request and his concerns about the present situation. The Commissioners and Mr. Yingst discussed the Township's financial projections to year-end in light of the COVID-19 pandemic emergency. In response to Mr. Rudd's correspondence, Mr. Perrotto noted that the demolition of the property at 100 North Weaver Street was necessary because it was a public safety issue and the funding of the Annville Free Library and the Fire Department were necessary for the continued viability of these institutions. **MOTION** by Mr. Perrotto, second by Mr. Hoover to approve the proposal from the Township Engineer, Spotts, Stevens and McCoy, for the Jones and Maple Streets stormwater evaluation at an estimated cost of \$18,600 and to authorize its execution by the appropriate Township officials. Motion carried unanimously.

Sewer Bills: Mr. Wolfe was recognized for comment and he asked when the sewer bills would be due. Mr. Yingst indicated that late penalties would be resumed for October 2020 bills and thereafter, and reminder letters would be sent to those ratepayers with high balances later in the month.

Mr. and Ms. Rudd left the meeting at 7:12 PM.

APPROVAL OF MINUTES: **MOTION** by Mr. Lively, second by Mr. Hoover to approve the minutes of the Regular Meeting held August 4, 2020 as presented. Motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

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

ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.

WORK DONE FOR AUGUST 2020

- (1) **DOWNTOWN LIGHTS** Reported four lights out this month and we have two downtown lights out we will have to replace.
- (2) **BLACKTOPPING** We are going to run the town for more potholes before leaf collection starts.
- (3) **STREET SWEEPING** Spent 23 hrs. in Annville and 14 hrs. in Cleona.
- (4) **ARLE GRANT** The west side of Route 422 is complete and we are waiting for some parts to finish the rest of town. The crosswalk on South White Oak Street will be done as soon as we can get a state inspector to work with Streamline (he has the PA One Call in so when he gets the dates we can start right away).

Respectfully submitted,
Les Powell

Agreement for Disposal of Biosolids on Amerigreen Fields: At the recommendation of the Township Authority, **MOTION** by Mr. Perrotto, second by Mr. Lively to (1) approve the agreement with Amerigreen, Inc. for the disposal of Class B biosolids onto its designated fields for \$26 per wet ton in 2021 with Public Works staff transporting the biosolids to the fields and (2) the execution of this agreement by the Township Public Works Superintendent. The motion was then opened for discussion. Mr. Hoover asked if Amerigreen was providing this service presently to the Township and Mr. Yingst confirmed this. With no further questions or comments noted the motion was voted upon and carried unanimously.

Public Safety: The Police Statistical Report for August 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: The date and times the Lebanon County Chiefs of Police set for countywide trick-or-treating were shared, and it was noted they were suggesting each municipality determine if they wished to hold trick-or-treating in 2020 in light of the COVID-19 pandemic. President Moore asked the Chief for his thoughts and the latter responded that he was hesitant to recommend cancelling it since trick-or-treating was an outdoor activity with masks. President Moore concurred, noting participation was voluntary and anyone who was uncomfortable with the activity was not obligated to participate. Mr. Perrotto noted the Centers for Disease Control would shortly be issuing guidance on trick-or-treating in light of the COVID-19 pandemic and suggested that any formal action by the Board be deferred until next month and the other Commissioners concurred with revisiting this issue in October.

Property: The following items were addressed:

Resurfacing the Town Hall Parking Lot: Mr. Yingst reported that Pennsy Supply's bid for resurfacing the Town Hall parking lot was unable to be separated from the other items on that document for which quotes had been provided and, as such, was not the low bid. He further reported that correspondence had been sent to Hoffer Paving Inc. the prior month awarding them this project at the low bid of \$11,200. **MOTION** by Mr. Lively, second by Mr. Hoover to (1) rescind the awarding of the contract to Pennsy Supply for resurfacing the Town Hall parking lot and (2) ratify the awarding of the contract to Hoffer Paving Inc. for same at an estimated cost of \$11,200. Motion carried unanimously.

Retaining Wall Replacement at Northside of Town Hall Parking Lot: Mr. Yingst reported the Public Works Superintendent sought quotes from eight firms for the replacement of the retaining wall at the northside of the Town Hall parking lot, and Kresge Excavating provided the low quote of \$7,200 for a stamped block with capping. Mr. Yingst further reported that he shared this cost with the adjacent property owner and was waiting to hear back from him if the price and product were suitable. The Commissioners then discussed this in detail, with Mr. Wolfe also providing some information on quotes he had sought for similar materials at one of his properties. In response to a question from Mr. Hoover, Mr. Yingst indicated that the Public Works Department was not comfortable with doing the work for such a project. In response to a question from Mr. Perrotto, Mr. Yingst indicated that any such work should be done in conjunction with the paving of the Town Hall parking lot. While the Commissioners expressed surprise at the amount of the

Annville Township Police Department

MONTHLY REPORT AUGUST 2020

Total Calls by Call Type From: 07/31/2020 - 08/27/2020

<u>Call Type</u>	<u>Total Calls</u>
AMBULANCE CALL	33
TRAFFIC ENFORCEMENT - WARNING	30
PARKING ENFORCEMENT	26
TRAFFIC ENFORCEMENT - CITATION	22
ASSIST OTHER POLICE	18
POLICE INFORMATION	10
BACKGROUND INVESTIGATION	9
CIVIL MATTER	8
CHECK ON WELL BEING	7
DOMESTIC DISPUTE	7
DRIVING COMPLAINT	7
SUSPICIOUS ACTIVITY	7
PARKING COMPLAINT	6
ALARMS	5
MENTAL HEALTH	5
NOISE COMPLAINT	5
SCAM - PHONE - MAIL ETC	5
SUSPICIOUS PERSON	5
ACCIDENT, HIT & RUN	4
ACCIDENT, NON-REPORTABLE	4
ACCIDENT, REPORTABLE	4
ROAD CLOSURE / DETOUR / SIDEWALK /CONSTRUCTION	4
ASSEMBLY/DEMONSTRATION	3
ASSIST OTHER AGENCY	3
LOST & FOUND	3
NEIGHBORHOOD DISPUTE	3
ASSIST MOTORIST	2
CHILD CUSTODY	2
DOG LAW	2
DRUG INFORMATION	2
DRUG VIOLATION	2
DUMPSTER	2
EXTRA PATROL REQUEST	2
FIRE CALL	2
FRAUD	2
HARASSMENT	2
JUVENILE COMPLAINT	2
RUNAWAY	2
SUSPICIOUS VEHICLE	2
THEFT - DECEPTION	2
TRAFFIC HAZARD	2
TREE DOWN	2
ABANDONED VEHICLE	1
BACKGROUND CHECK - VENDOR	1

BACKGROUND INVESTIGATION - RECORD RELEASED	1
BURNING - COMPLAINT	1
CRIMINAL MISCHIEF	1
DOG COMPLAINT	1
DUMPING COMPLAINT	1
GENERAL INVESTIGATION	1
IDENTITY THEFT	1
LANDLORD/TENANT ISSUE	1
MISCELLANEOUS	1
MISSING PERSON	1
PFA ORDER	1
PUBLIC DRUNKENNESS	1
REPOSSESSION	1
SUICIDE	1
THEFT - FROM MOTOR VEHICLE	1
THEFT - UNLAWFUL TAKING	1
TRAFFIC COMPLAINT	1
TRESPASS, CRIMINAL	1
TRESPASS, MOTOR VEHICLE	1

Total Calls: 296



ANNVILLE TOWNSHIP POLICE
MONTHLY REPORT
AUGUST 2020



- CALLS FOR SERVICE 296
- ORDINANCE VIOLATIONS

1. BURNING 1
2. DOG 1
3. NOISE 5
4. PARKING 6

- CRIMINAL ARRESTS 04
 - ADULT 04
 - JUVENILE 00

ANNVILLE ACCIDENT LOCATIONS

- 100 West Main Street
- 200 Block South Spruce Street
- 242 West Main Street
- 245 West Main Street
- 300 East Main Street
- N. Meyer & West Main Streets
- 600 Block West Main Street
- 934 & 422

- TOTAL TRAFFIC CITATIONS 22
- TOTAL TRAFFIC WARNINGS 30
- TOTAL NON-TRAFFIC CITATIONS 01
- TOTAL VEHICLE ACCIDENTS 12
 - REPORTABLE 04
 - NON-REPORTABLE 04
 - HIT & RUN 04

SOUTH ANNVILLE LOCATIONS

- PARKING TICKETS ISSUED 26

- 500 Killinger Road
- 700 Block S. Mt. Pleasant Road
- 743 S. Mt. Pleasant Road
- 934 & 322

quote, they indicated their support for continuing for move forward with this project, but without the Public Works Department performing the work, if the property owner to the north was supportive of the type of materials and splitting the cost.

Town Hall Window Replacement Project: It was reported the contractor for the Town Hall window replacement project was targeting the week of September 14, 2020 for the project's start.

Parks & Recreation: Nothing to report this month.

Finance: Mr. Embich reviewed the Financial Report for August 2020, highlighting the total income and expenses through the eighth month of 2020 and referencing the analysis provided by Mr. Yingst of balance sheet and income statement items that might be impacted by the COVID-19 pandemic emergency. A copy of the report is attached hereto and made a part of these minutes.

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

Annville Activities: Mr. Perrotto reported the 2020 Pumpkin Walk in Quittie Creek Nature Park was cancelled by the Friends of Old Annville's Park Committee due to the COVID-19 pandemic emergency.

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

REPORTS OF SPECIAL COMMITTEES:

Executive Sessions: Mr. Yingst reported that no Executive Sessions were held since the adjournment of the August Regular Meeting. An Executive Session was requested to be held prior to the adjournment of the evening's meeting to discuss personnel matters pertaining to a grievance filed by the Annville Township Police Officers Association (ATPOA).

Planning Commission (PC): The following items were 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 Mr. Perrotto, second by Mr. Embich to extend approval for the final land development plan for Phase 3B-1 of Stone Hill Village by an additional 90 days by reapproving said plan contingent upon all items in the Township Engineer's review letter being satisfactorily addressed and obtaining the necessary signatures. Motion carried unanimously.

Financial Security for the Lebanon Valley College (LVC) Arnold Fitness Center Locker Room Expansion Project: Mr. Yingst reported a financial security tabulation for the LVC Arnold Fitness Center Locker Room Expansion project had been prepared by the Township Engineer in the amount of \$25,586 and provided to the Commissioners. At the recommendation of the Township Engineer, **MOTION** by Mr. Hoover, second by Mr. Lively to set the amount of financial security

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Eight Months Ending August 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	\$ 20,081.10	\$ 876,298.21	97.58	21,750.79
01/301/400	R/E TAXES - DELINQUENT	26,000.00	2,714.49	14,229.69	54.73	11,770.31
	Subtotal	924,049.00	22,795.59	890,527.90	96.37	33,521.10
01/310/100	REALTY TRANSFER TAX	59,000.00	3,428.53	29,952.27	50.77	29,047.73
01/310/210	EARNED INCOME TAX - CURREN	407,000.00	53,435.07	274,914.83	67.55	132,085.17
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	18,015.92	77,355.84	72.30	29,644.16
	Total Taxes	1,497,499.00	97,675.11	1,272,750.84	84.99	224,748.16
<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	45.00	3,655.00	42.01	5,045.00
01/320/800	LICENSE - CABLE TV FRANCHISE	38,000.00	9,209.22	28,002.04	73.69	9,997.96
01/320/810	LICENSE - CURB/SIDEWALK	150.00	50.00	100.00	66.67	50.00
01/320/820	LICENSE - STREET ENCROACHME	8,000.00	600.00	11,200.00	140.00	(3,200.00)
01/320/900	LICENSE - PLUMBING/EXCAVATO	1,000.00	50.00	750.00	75.00	250.00
	Subtotal	55,975.00	9,954.22	43,707.04	78.08	12,267.96
<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	1,815.41	9,456.26	47.28	10,543.74
01/330/130	FINES - TWP. ORD. (PARKING)	8,000.00	345.00	1,395.00	17.44	6,605.00
01/330/150	FINES - CO. CLERK OF CRTS/PROB	8,000.00	866.86	5,487.02	68.59	2,512.98
	Subtotal	38,000.00	3,027.27	17,284.83	45.49	20,715.17
<u>Interest & Rent</u>						
01/340/000	INTEREST	10,300.00	243.08	2,338.97	22.71	7,961.03
	Subtotal	10,300.00	243.08	2,338.97	22.71	7,961.03
<u>Intergovernmental Revenues (Grants)</u>						
01/350/000	INTERGOV'T. REVENUES (GRANT	135,227.00	150.00	5,767.00	4.26	129,460.00
	Subtotal	135,227.00	150.00	5,767.00	4.26	129,460.00
<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	40,897.83	220,959.61	55.38	178,040.39
	Subtotal	399,000.00	40,897.83	220,959.61	55.38	178,040.39
<u>Miscellaneous Income</u>						
01/380/000	ADMINISTRATIVE FEES	6,700.00	140.00	2,993.83	44.68	3,706.17
01/381/500	DONATIONS	30,300.00	0.00	13,000.00	42.90	17,300.00
01/384/000	CONTRACTED SERVICES INCOME	61,000.00	0.00	32,990.00	54.08	28,010.00
01/391/000	REFUND PRIOR YR EXPEND	21,000.00	0.00	10,857.95	51.70	10,142.05

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Eight Months Ending August 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	140.00	59,841.78	50.29	59,158.22
<u>Transfers from Other Funds</u>						
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	\$ 2,255,301.00	\$ 152,087.51	\$ 1,622,995.07	71.96	632,305.93

EXPENDITURES

General Government

Administration

01/400/110	SALARIES - COMMISSIONERS	\$ 9,375.00	\$ 2,343.75	\$ 7,031.25	75.00	2,343.75
01/400/120	SALARIES & WAGES - TWP. OFFIC	69,515.00	7,927.34	44,663.88	64.25	24,851.12
01/400/200	MATERIALS & SUPPLIES	5,600.00	271.36	2,836.68	50.66	2,763.32
01/400/210	RENTAL LICENSE EXPENSES	2,700.00	5.80	229.65	8.51	2,470.35
01/400/300	MISCELLANEOUS EXPENSE	5,700.00	333.00	3,586.88	62.93	2,113.12
01/400/310	LEGAL/AUDIT SERVICES	51,000.00	1,962.00	20,589.50	40.37	30,410.50
01/400/320	TELEPHONE	3,550.00	267.40	2,301.33	64.83	1,248.67
01/400/340	ADVERTISING & PRINTING	6,500.00	83.28	3,182.15	48.96	3,317.85
01/400/343	CODIFICATION	1,500.00	0.00	0.00	0.00	1,500.00
	Subtotal	155,440.00	13,193.93	84,421.32	54.31	71,018.68

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	61.00	592.72	11.40	4,607.28
01/409/200	MATERIALS & SUPPLIES	600.00	0.00	282.40	47.07	317.60
01/409/360	FUEL, LIGHT, WATER & SEWER	12,900.00	801.86	6,377.66	49.44	6,522.34
01/409/370	REPAIRS & MAINTENANCE - BLD	2,300.00	0.00	2,363.42	102.76	(63.42)
01/409/740	CAPITAL EXPEND	10,000.00	0.00	1,861.00	18.61	8,139.00
	Subtotal	31,000.00	862.86	11,477.20	37.02	19,522.80

Total General Government	188,690.00	14,056.79	96,366.52	51.07	92,323.48
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Public Safety

Police

01/410/130	SALARIES - POLICE	553,679.00	39,011.95	311,387.57	56.24	242,291.43
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	0.00	2,924.02	27.08	7,871.98
01/410/200	MATERIALS & SUPPLIES	7,000.00	586.95	7,541.23	107.73	(541.23)
01/410/202	UNIFORM SUPPLIES & REPLACE	7,500.00	344.85	5,216.61	69.55	2,283.39
01/410/300	DUES, MEMBERSHIPS, MISC.	9,145.00	245.00	8,324.17	91.02	820.83
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	3,584.60	13,111.02	218.52	(7,111.02)
01/410/320	TELEPHONE, RADIO & PAGER	8,025.00	550.46	5,179.62	64.54	2,845.38
01/410/330	VEHICLE FUEL	7,200.00	429.49	2,500.10	34.72	4,699.90
01/410/331	VEHICLE REPAIR & MAINTENAN	6,300.00	306.35	3,649.07	57.92	2,650.93
01/410/452	IT SUPPORT	17,462.00	908.63	9,592.47	54.93	7,869.53
01/410/460	TRAFFIC SIGNALS	600.00	48.74	396.11	66.02	203.89
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 Eight Months Ending August 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	46,017.02	368,500.99	56.81	280,206.01
<u>Fire</u>						
01/411/460	FIRE HYDRANT SERVICE	17,500.00	1,246.11	9,968.88	56.97	7,531.12
01/411/500	DONATION - VOLUNTEER FIRE C	78,000.00	36,500.00	36,500.00	46.79	41,500.00
01/411/510	DONATION - FIREMEN'S RELIEF	22,000.00	0.00	0.00	0.00	22,000.00
Subtotal		117,500.00	37,746.11	46,468.88	39.55	71,031.12
<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	0.00	948.60	23.72	3,051.40
Total Public Safety		797,507.00	83,763.13	419,544.32	52.61	377,962.68
<u>Health & Sanitation</u>						
01/427/300	MISCELLANEOUS EXPENSE	41,000.00	3,611.07	23,800.44	58.05	17,199.56
01/427/450	REFUSE COLLECTION CONTRACT	72,180.00	5,947.50	41,632.50	57.68	30,547.50
01/427/451	RECYCLING COLLECTION CONTR	72,180.00	5,947.50	41,632.50	57.68	30,547.50
01/427/460	REFUSE DISPOSAL EXPENSE	71,000.00	3,844.20	42,020.88	59.18	28,979.12
Total Health & Sanitation		256,360.00	19,350.27	149,086.32	58.16	107,273.68
<u>Highway</u>						
01/430/100	SALARIES & WAGES - HIGHWAY	91,822.00	11,617.58	59,729.33	65.05	32,092.67
01/430/200	MATERIALS & SUPPLIES	3,000.00	77.85	674.72	22.49	2,325.28
01/430/300	MISCELLANEOUS EXPENSE	2,800.00	97.50	1,738.54	62.09	1,061.46
01/430/310	ENGINEERING SERVICES	69,000.00	3,801.50	8,739.66	12.67	60,260.34
01/430/320	TELEPHONE, RADIO & PAGER	900.00	56.02	402.41	44.71	497.59
01/430/330	VEHICLE OPERATING EXP. - FUEL	7,500.00	271.25	1,928.89	25.72	5,571.11
01/430/331	VEHICLE - OPERATING EXPENSE	2,000.00	0.00	142.42	7.12	1,857.58
01/430/740	CAPITAL OUTLAY	6,000.00	0.00	5,050.15	84.17	949.85
01/434/000	STREETLIGHTING	2,000.00	0.00	449.62	22.48	1,550.38
01/437/000	REP. & MAINT. - EQUIPMENT	7,000.00	678.90	678.90	9.70	6,321.10
01/438/000	REP. & MAINT. - STREETS	2,000.00	0.00	0.00	0.00	2,000.00
Total Highway		194,022.00	16,600.60	79,534.64	40.99	114,487.36
<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	20,000.00	20,000.00	100.00	0.00
01/465/000	ECONOMIC DEVELOPMENT	6,000.00	142.17	1,995.09	33.25	4,004.91
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	27,602.98	221,652.27	44.28	278,899.73

UNAUDITED

ANNVILLE TOWNSHIP
GENERAL FUND
Income Statement
For the Eight Months Ending August 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>
01/486/000	INSURANCE	105,730.00	11,820.90	77,187.20	73.00	28,542.80
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>59,566.05</u>	<u>348,303.53</u>	42.54	<u>470,418.47</u>
	Total Expenditures	\$ <u>2,255,301.00</u>	\$ <u>193,336.84</u>	\$ <u>1,092,835.33</u>	48.46	<u>1,162,465.67</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>(41,249.33)</u>	\$ <u>530,159.74</u>	0.00	<u>(530,159.74)</u>

UNAUDITED

GENERAL FUND
Balance Sheet
August 31, 2020
ASSETS

Current Assets

CASH - CHECKING/SAVINGS	\$	366,375.28
CASH - RECREATION DEPOSIT		14,605.16
CASH - PLGIT PRIME		698,537.80
DAEWOO & YEAGER FIRE ESCROW		67,188.74
AURAND FIRE ESCROW		23,273.22
PETTY CASH - OFFICE		100.00
PETTY CASH - POLICE		100.00
INVESTMENT IN COMMON STOCK		5,519.65
ACCOUNTS RECEIVABLE		17,386.70
ALLOWANCE FOR DOUBTFUL ACCTS		(1,000.00)

Total Current Assets		1,192,086.55
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Property and Equipment

Total Property and Equipment		0.00
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Other Assets

Total Other Assets		0.00
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Total Assets	\$	1,192,086.55
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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		23,273.22

Total Current Liabilities		105,558.69
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Long-Term Liabilities

Total Long-Term Liabilities		0.00
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Total Liabilities		105,558.69
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Capital

FUND BALANCE		556,368.12
Net Income		530,159.74

Total Capital		1,086,527.86
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Total Liabilities & Capital	\$	1,192,086.55
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SEWER FUND
Income Statement
For the Eight Months Ending August 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	\$ 172.77	\$ 3,216.85	42.89	4,283.15
08/360/000	SEWER RENTALS	1,680,000.00	145,453.36	932,710.59	55.52	747,289.41
08/361/000	SEWER RENTALS - EXTERNAL	20,000.00	1,961.33	13,870.87	69.35	6,129.13
08/370/000	TAPPING FEES	0.00	0.00	7,241.20	0.00	(7,241.20)
08/380/000	ADMINISTRATIVE FEES	0.00	12.00	36.00	0.00	(36.00)
08/381/000	MANAGEMENT FEES - EXTERNAL	885.00	66.68	608.58	68.77	276.42
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	29,699.32	183,997.08	96.84	6,002.92
08/384/000	CAPACITY RESERVE FEES	22,425.00	0.00	10,492.91	46.79	11,932.09
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	7,134.30	50.96	6,865.70
Total Revenues		1,970,310.00	177,365.46	1,178,075.38	59.79	792,234.62
EXPENDITURES						
<u>Administration</u>						
08/400/100	WAGES & SALARIES-ADMIN	71,016.00	7,832.88	45,305.03	63.80	25,710.97
08/400/200	MATERIALS & SUPPLIES	7,450.00	339.66	4,137.08	55.53	3,312.92
08/400/300	MISCELLANEOUS	9,900.00	167.60	4,596.60	46.43	5,303.40
08/400/310	LEGAL SERVICES	8,000.00	342.00	1,872.00	23.40	6,128.00
08/400/311	AUDIT SERVICES	5,000.00	0.00	5,000.00	100.00	0.00
Total Administration		101,366.00	8,682.14	60,910.71	60.09	40,455.29
<u>Sewage Treatment</u>						
08/429/100	WAGES & SALARIES-OPERATIONS	238,295.00	23,760.56	141,886.83	59.54	96,408.17
08/429/200	MATERIALS & SUPPLIES	6,000.00	172.57	2,442.90	40.72	3,557.10
08/429/210	CHEMICALS - CHLORINE	2,000.00	0.00	0.00	0.00	2,000.00
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	7,036.25	12,127.34	77.24	3,572.66
08/429/240	LIME & POLYMER	27,500.00	3,174.00	22,481.08	81.75	5,018.92
08/429/300	MISCELLANEOUS	6,100.00	125.28	3,802.40	62.33	2,297.60
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	0.00	2,966.23	16.95	14,533.77
08/429/311	LABORATORY TESTING SERVICES	14,000.00	314.00	5,103.00	36.45	8,897.00
08/429/320	TELEPHONE, RADIO & PAGER	4,500.00	367.55	3,026.36	67.25	1,473.64
08/429/330	VEHICLE - FUEL	9,000.00	554.55	3,162.99	35.14	5,837.01
08/429/331	VEHICLE - OPERATING EXPENSE	16,550.00	2,222.91	9,656.46	58.35	6,893.54
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	6,342.45	68,103.17	58.46	48,396.83
08/429/370	PLANT - REPAIR & MAINTENANCE	75,000.00	5,107.03	46,619.95	62.16	28,380.05
08/429/450	SEWERS - REPAIR & MAINTENAN	15,000.00	0.00	1,067.30	7.12	13,932.70
08/429/750	PLANT-CAPITAL OUTLAY	0.00	0.00	20,079.34	0.00	(20,079.34)
Total Sewage Treatment		606,645.00	49,177.15	356,170.25	58.71	250,474.75
<u>Debt Service</u>						
08/471/000	DEBT SERVICE PRINCIPAL	626,656.00	49,768.95	410,696.90	65.54	215,959.10
08/472/000	DEBT SERVICE - INTEREST	224,309.00	16,051.82	141,991.36	63.30	82,317.64
Total Debt Service		850,965.00	65,820.77	552,688.26	64.95	298,276.74
<u>Miscellaneous</u>						
08/480/000	EMPL. BENEFITS & PAYROLL TAX	315,834.00	20,962.76	164,082.40	51.95	151,751.60
08/486/000	INSURANCE	43,006.00	6,566.50	35,935.80	83.56	7,070.20
Total Miscellaneous		358,840.00	27,529.26	200,018.20	55.74	158,821.80
<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 Eight Months Ending August 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>151,209.32</u>	<u>1,169,787.42</u>	59.37	<u>800,522.58</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>26,156.14</u>	\$ <u>8,287.96</u>	0.00	<u>(8,287.96)</u>

SEWER FUND
Balance Sheet
August 31, 2020

ASSETS

Current Assets

CASH - CHECKING /SAVINGS	\$ 491,546.22
CASH - PLGIT PRIME	442,092.80
BLAIRCO / MARTY'S MUSIC ESCROW	12,687.12
PETTY CASH - OFFICE	75.00
PETTY CASH - WWTP	50.00
ESCROW- LEBANON CO.	7,700.00
DUE FROM OTHER FUNDS	10.00
ACCOUNTS RECEIVABLE	15,309.75

Total Current Assets		969,470.89
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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	\$	14,081,622.24
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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	\$ 12,687.12
NET PENSION LIABILITY	109,020.00
DEFERRED INFLOWS OF RESOURCES	51,986.00

Total Liabilities		173,693.12
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Retained Earnings

FUND BALANCE	(206,976.69)
RETAINED EARNINGS	14,106,617.85
Net Income	8,287.96

Total Retained Earnings		13,907,929.12
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Total Liabilities & Retained Earnings	\$	14,081,622.24
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Unaudited

CAPITAL RESERVE FUND -NEW
Balance Sheet
August 31, 2020

ASSETS

Current Assets

NORTHWEST SAVINGS BANK	\$	<u>572,997.27</u>	
Total Current Assets			572,997.27

Other Assets

Total Other Assets			<u>0.00</u>
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Total Assets	\$	<u>572,997.27</u>	
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LIABILITIES AND FUND BALANCE

Current Liabilities

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

FUND BALANCE	\$	575,935.50	
Net Income		<u>(2,938.23)</u>	

Total Fund Balance			<u>572,997.27</u>
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Total Liabilities & Fund Balance	\$	<u>572,997.27</u>	
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MOTOR LICENSE FUND
Income Statement
For the Eight Months Ending August 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	\$ 41.18	\$ 902.81	30.09	2,097.19
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		<u>132,000.00</u>	<u>41.18</u>	<u>130,654.41</u>	98.98	<u>1,345.59</u>
EXPENDITURES						
<u>Maintenance</u>						
35/430/200	MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00
35/430/260	MINOR EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0.00
35/430/740	MAJOR EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0.00
35/432/200	SNOW & ICE REMOVAL MATERIALS	8,000.00	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	(1,317.92)	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		<u>123,000.00</u>	<u>(1,317.92)</u>	<u>34,216.37</u>	27.82	<u>88,783.63</u>
<u>Construction</u>						
35/439/000	HWY. CONSTRUCTION & REBUILDIN	0.00	0.00	0.00	0.00	0.00
35/439/200	CONST & REBUILD BRIDGES	0.00	0.00	0.00	0.00	0.00
35/439/300	STORM SEWER CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
Total Construction		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>0.00</u>
Total Expenditures		<u>123,000.00</u>	<u>(1,317.92)</u>	<u>34,216.37</u>	27.82	<u>88,783.63</u>
Net Income/<Deficit>		<u>\$ 9,000.00</u>	<u>\$ 1,359.10</u>	<u>\$ 96,438.04</u>	1,071.53	<u>(87,438.04)</u>

UNAUDITED

MOTOR LICENSE FUND

Balance Sheet

August 31, 2020

ASSETSCurrent Assets

CASH - PLGIT	\$	103,147.42
CASH - PLGIT PRIME		96,889.93
		<hr/>

Total Current Assets		200,037.35
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Total Assets	\$	<hr/> 200,037.35 <hr/>
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LIABILITIES AND FUND BALANCECurrent Liabilities

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

FUND BALANCE	\$	103,599.31
Net Income		96,438.04
		<hr/>

Total Fund Balance		<hr/> 200,037.35
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Total Liabilities & Fund Balance	\$	<hr/> 200,037.35 <hr/>
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Unaudited

SEWER CAPITAL FUND
Income Statement
For the Eight Months Ending August 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	\$ 266.06	\$ 6,763.58	61.49	4,236.42
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>266.06</u>	<u>6,763.58</u>	10.65	<u>56,730.42</u>
EXPENDITURES						
30/429/700	MISC	7,000.00	0.00	0.00	0.00	7,000.00
30/429/720	EQUIPMENT	0.00	0.00	0.00	0.00	0.00
30/429/730	VEHICLES	0.00	0.00	0.00	0.00	0.00
30/429/750	PLANT IMPROVEMENTS	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>0.00</u>	0.00	<u>7,000.00</u>
	Net Income/<Deficit>	<u>\$ 56,494.00</u>	<u>\$ 266.06</u>	<u>\$ 6,763.58</u>	11.97	<u>49,730.42</u>

UNAUDITED

SEWER CAPITAL FUND
Balance Sheet
August 31, 2020

ASSETS

Current Assets

CASH - PLGIT PRIME	\$	260,783.39	
INVESTMENTS - EDWARD JONES		536,566.25	
Total Current Assets			797,349.64

Property and Equipment

Total Property and Equipment			0.00
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Other Assets

Total Other Assets			0.00
Total Assets	\$	797,349.64	

LIABILITIES AND CAPITAL

Current Liabilities

Total Current Liabilities			0.00
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Long-Term Liabilities

Total Long-Term Liabilities			0.00
Total Liabilities			0.00

Capital

FUND BALANCE	\$	790,586.06	
Net Income		6,763.58	
Total Capital			797,349.64
Total Liabilities & Capital	\$	797,349.64	

Unaudited

MS4 FUND
INCOME STATEMENT
FOR THE EIGHT MONTHS ENDING AUGUST 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	\$ 45.28	673.99	33.70	1,326.01
40/350/000	MS4 FEES	110,000.00	15,720.09	67,966.47	61.79	42,033.53
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>15,765.37</u>	<u>68,640.46</u>	61.29	<u>43,359.54</u>
EXPENDITURES						
40/460/200	ADMINISTRATION	500.00	0.00	180.00	36.00	320.00
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>97,017.76</u>	86.62	<u>14,982.24</u>
	NET INCOME	<u>\$ 0.00</u>	<u>\$ 15,765.37</u>	<u>(28,377.30)</u>	0.00	<u>28,377.30</u>

UNAUDITED

MS4 FUND
Balance Sheet
August 31, 2020

ASSETS

Current Assets		
CASH - FULTON	\$	79,632.49
CASH - PLGIT PRIME		135,098.47
		<hr/>
Total Current Assets		214,730.96
Property and Equipment		<hr/>
Total Property and Equipment		0.00
Other Assets		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>214,730.96</u>

LIABILITIES AND CAPITAL

Current Liabilities		
MS4 FEES HELD IN ESCROW	\$	11,855.98
		<hr/>
Total Current Liabilities		11,855.98
Long-Term Liabilities		<hr/>
Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		11,855.98
Capital		
FUND BALANCE		231,252.28
Net Income		(28,377.30)
		<hr/>
Total Capital		202,874.98
		<hr/>
Total Liabilities & Capital	\$	<u>214,730.96</u>

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
16976	ANN002	ANNVILLE TOWNSHIP PAYROLL F	27,610.34	27,610.34
16977	AMA001	AMAZON CAPITAL SERVICES	172.82	172.82
16978	ANN001	ANNVILLE TOWNSHIP AUTHORIT	221.33	221.33
16979	ANN003	ANNVILLE FREE LIBRARY	20,000.00	20,000.00
16980	ATT001	A T & T MOBILITY	404.61	404.61
16981	AXO001	AXON ENTERPRISE, INC.	150.00	150.00
16982	CBY001	CBY SYSTEMS INC	35.00	35.00
16983	CDB001	CAMPBELL DURRANT, P.C.	3,584.60	3,584.60
16984	CEN006	CENTRAL PA TECHNOLOGIES	762.00	762.00
16985	COM008	COMCAST	107.87	107.87
16986	END001	ENDERS	4,541.50	4,541.50
16987	GRE001	GREATER LEB. REFUSE AUTHORI	11,112.30	11,112.30
16988	LEB022	LEBANON VALLEY CONSERVANC	100.00	100.00
16989	MET002	MET- ED	516.88 187.16 3,954.82	4,658.86
16990	MEY001	MEYER OIL COMPANY	271.25 429.49	700.74
16991	PAO001	PA ONE CALL SYSTEM INC	87.50	87.50
16992	PAW001	PENNSYLVANIA AMERICAN WAT	63.65 1,246.11	1,309.76
16993	QUI004	QUITTAPAHILLA WATERSHED AS	150.00	150.00
16994	RAP001	911 RAPID RESPONSE	123.20 28.90 281.96	434.06
16995	SCH007	SCHWEB DESIGN, LLC	38.76	38.76
16996	SPO001	SSM GROUP, INC.	498.00 3,303.50 850.00 408.00 442.00	5,501.50

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
16997	SUS001	SUSQUEHANNA MUNICIPAL TRUS	6,431.40	6,431.40
16998	TEL001	TELESYSTEM	469.27	469.27
16999	UNI001	UNION HOSE FIRE CO.	36,500.00	36,500.00
17000	ANN002	ANNVILLE TOWNSHIP PAYROLL F	37,184.56	37,184.56
17001	MET002	MET- ED	62.31 32.16 31.64 54.45 63.17 48.74 62.06 31.92 62.08 142.17	590.70
17002	PA005	PA MUNICIPAL HEALTH INSURAN	23,540.69	23,540.69
17003	STA005	STATE WORKERS' INSURANCE FU	848.00	848.00
16987V	GRE001	GREATER LEB. REFUSE AUTHORI	11,112.30	11,112.30
17004	AXO001	AXON ENTERPRISE, INC.	60.00	60.00
17005	CAN002	CANON FINANCIAL SERVICES, IN	344.74	344.74
17006	COM002	COMMONWEALTH OF PENNSYLV	10.00	10.00
17007	DEA001	DEARBORN GROUP	160.00	160.00
17008	GFL001	GFL ENVIRONMENTAL	11,895.00 168.25	12,063.25
17009	GRE001	GREATER LEB. REFUSE AUTHORI	11,112.33	11,112.33
17010	HIG001	C.M.HIGH, INC.	187.50	187.50
17011	LOW001	LOWE'S COMPANIES, INC	77.85	77.85
17012	MED002	MEDIA ONE PA	83.28	83.28
17013	PET001	PETTY CASH - GENERAL FUND	77.00	77.00
17014	PET002	PETTY CASH- POLICE	39.40	39.40
17015	PRI001	PRINCIPAL MUTUAL LIFE INS. CO.	150.00	150.00
17016	RAP001	911 RAPID RESPONSE	129.98 33.99	163.97

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amou
17017	REI001	REILLY WOLFSON ATTORNEYS A	2,726.75	2,726.75
17018	STE003	STEPHENSON EQUIPMENT,INC.	678.90	678.90
17019	WBM001	W.B. MASON CO., INC.	42.29 48.91	91.20
17020	ZIM001	ZIMMEY'S AUTOMOTIVE	62.54 120.61	183.15
Total			226,569.79	226,569.79

SEWER FUND

Cash Disbursements Journal

For the Period From Aug 1, 2020 to Aug 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
12909	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	11,687.04	11,687.04
12910	ALS001	ALS GROUP USA, CORP.	113.00	113.00
12911	AMA001	AMAZON CAPITAL SERVICES	73.58 52.07	125.65
12912	ANN004	ANNVILLE TWP PENNVEST ACCOUNT	65,820.77	65,820.77
12913	ATT001	AT&T MOBILITY	183.58	183.58
12914	END001	ENDERS	2,278.90	2,278.90
12915	HAC001	HACH COMPANY	335.09	335.09
12916	MAR003	MARCO	83.80	83.80
12917	MEY001	MEYER OIL COMPANY	554.55	554.55
12918	PAW001	AMERICAN WATER	79.63	79.63
12919	PAW002	P A W C	256.46	256.46
12920	SHE003	SHERWOOD-LOGAN & ASSOC., INC.	265.13	265.13
12921	SUS002	SUSQUEHANNA MUNICIPAL TRUST	4,287.60	4,287.60
12922	TEL002	TELESYSTEM	183.97	183.97
12923	AME005	AMERIGREEN INC.	2,775.50	2,775.50
12924	VWR001	VWR INTERNATIONAL, LLC	6,057.48	6,057.48
12925	UGI001	UGI UTILITIES, INC.	30.24	30.24
12926	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	21,572.74	21,572.74
12927	ADV002	ADVANCE AUTO PARTS	125.82	6.99 118.83
12928	AZC001	AUTOZONE	93.89	93.89
12929	MET001	MET-ED	6,055.75	6,055.75
12930	PAM001	PA MUNICIPAL HEALTH INSURANCE COOP	19,312.41	19,312.41
12931	UMB001	UMBERGERS OF FONTANA, INC.	81.97	81.97
12932	ALS001	ALS GROUP USA, CORP.	88.00 113.00	

SEWER FUND**Cash Disbursements Journal****For the Period From Aug 1, 2020 to Aug 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
				201.00
12933	ANN001	ANNVILLE TOWNSHIP GENERAL FUND	40,817.83	40,817.83
12934	ANN007	ANNVILLE TOWNSHIP MS4 FUND	15,720.09	15,720.09
12935	ANN009	ANNVILLE TOWNSHIP MOTOR LICENSE FUND	1,317.92	1,317.92
12936	BLU001	BLUETARP FINANCIAL	282.48	282.48
12937	CAL001	CAL-TECH SERVICE, INC.	645.00	645.00
12938	DEA002	DEARBORN GROUP	65.00	65.00
12939	DOU001	DOURTE ELECTRIC, INC.	77.50	77.50
12940	EDW001	EDWIN ELLIOT & CO., INC.	1,076.00	1,076.00
12941	FIL001	FILSON WATER, LLC	189.00	189.00
12942	HEC001	KEITH C. HECK	36.00	36.00
12943	HIR001	HIRERIGHT, LLC	35.28	35.28
12944	LOW001	LOWE'S COMPANIES, INC.	87.36 104.46 61.49	253.31
12945	MAR003	MARCO	83.80	83.80
12946	PAW001	AMERICAN WATER	80.32	80.32
12947	POL001	POLLU-TECH, INC.	3,174.00	3,174.00
12948	REI003	REILLY WOLFSON ATTORNEYS AT LAW	342.00	342.00
12949	SEI001	STEPHENSON EQUIPMENT, INC.	678.89	678.89
12950	STA002	STAPLES CREDIT PLAN	123.99	123.99
12951	THO001	THOMAS SCIENTIFIC	102.74 40.87	143.61
12952	WAL001	WALMART	46.52	46.52
12953	WEL001	WELLSPAN OCCUPATIONAL HEALTH	90.00	90.00
Total			207,840.51	207,840.51

CAPITAL RESERVE FUND -NEW

Cash Disbursements Journal

For the Period From Aug 1, 2020 to Aug 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
8/7/20	1203	31/200/000 31/102/000	Invoice: 343605-3 EAGLE RENTAL	193.00	193.00
8/7/20	1204	31/200/000 31/102/000	Invoice: 248336 ENNIS-FLINT, INC.	769.95	769.95
8/7/20	1205	31/200/000 31/102/000	Invoice: 207943 UMBERGERS OF FONTANA	17.72	17.72
8/7/20	1206	31/200/000 31/102/000	Invoice: 51259 COLLINS TRUCKING, INC.	743.75	743.75
8/27/20	1207	31/200/000 31/102/000	Invoice: 11C4-TL9T-FJ3V AMAZON CAPITAL SERVICES	408.79	408.79
8/27/20	1208	31/200/000 31/102/000	Invoice: INV0299314 DANIEL B. KRIEG, INC.	168.00	168.00
8/27/20	1209	31/200/000 31/102/000	Invoice: 02330 LOWE'S COMPANIES, INC.	49.03	49.03
8/27/20	1210	31/200/000 31/102/000	Invoice: 1634 KRESGE EXCAVATING	15,960.00	15,960.00
Total				18,310.24	18,310.24

MOTOR LICENSE FUND
Cash Disbursements Journal

For the Period From Aug 1, 2020 to Aug 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
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This report contains no data.

SEWER CAPITAL FUND
Cash Disbursements Journal
For the Period From Aug 1, 2020 to Aug 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 Aug 1, 2020 to Aug 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.

Permits Report

Month of August 2020

Plumbing Permits issued	_____	_____
Plumbing Licenses issued	<u>1</u>	<u>\$25.00</u>
Excavator Licenses issued	<u>1</u>	<u>\$25.00</u>
Total Curb/Sidewalk Permit Fees Collected		<u>\$25.00</u>
Total Street Cut Permit Fees Collected		<u>\$400.00</u>
Total Tapping Fees Collected		_____

Tapping Fees

Building Permits

#22-20	Lisa Browning	Add to a Structure	Roofed Porch; 2 nd Story Addition
#23-20	Burt Jones	Other	Fence
#24-20	Heather M. Herman	Erect/Replace a Sign; Change of Use	Sign
#25-20	Grace E. Wiemer	Other	Fence
#26-20	Eric & Renee Clift	Other	Change of Use
#27-20	Eric & Renee Clift	Erect/Replace a Sign	Wall and Projecting Sign
#28-20	Cale & Melisa Peris	Other; Erect a New Structure	Remove Shed; New Shed
#29-20	Charles Bray	Add to a Structure	Bed, bath addition

Curb/Sidewalk Permits

#2020-004	303 S. White Oak Street	Replace Sidewalk
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Street-Cut Permits

#2020-30	456 E. Maple Street	UGI	Replace gas service
#2020-31	344 E. Main Street (Rear)	PA American	Install new water service lateral

Burn Permit

for the LVC Arnold Fitness Center Locker Room Expansion project at \$25,586. Motion carried unanimously.

Stormwater Management Operations and Maintenance Agreement and Declaration of Easement for the LVC Arnold Fitness Center Locker Room Expansion Project: At the recommendation of the Township Solicitor, **MOTION** by Mr. Perrotto, second by Mr. Lively to approve the Stormwater Management Operations and Maintenance Agreement and Declaration of Easement for the LVC Arnold Fitness Center Locker Room Expansion project contingent upon its satisfactory review by the Township Engineer and Township Solicitor and to authorize its execution by the appropriate Township officials. Motion carried unanimously.

Greenspace: Mr. Embich shared a concern raised by a resident about the loss of greenspace at a college owned property on North Railroad Street that the Zoning Hearing Board (ZHB) granted a variance to the prior year. Mr. Perrotto noted this property did not come before the PC due to the nature of the work, but questions of lot coverage and requests for relief were matters the PC frequently weighed in on as part of its review process for submitted plans. In response to question about whether this concern should be passed along to the ZHB, Mr. Lamoureux indicated he did not believe so.

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

Signage at 104 West Main Street and Shingle Replacement at 202 West Main Street: At the recommendation of HARB, **MOTION** by Mr. Embich, second by President Moore to (1) issue a Certificate of Appropriateness for a roof-mounted, single-sided, externally lit sign and a bracket-mounted, two-sided sign to be mounted to the east side of the existing canopy end wall as proposed for Swatara Coffee Company at 104 West Main Street provided such signage meets necessary zoning requirements and (2) issue a Certificate of Appropriateness for a solar shingle replacement as proposed for the property at 202 West Main Street in place of previously approved architectural asphalt shingles. Motion carried unanimously.

Wage & Salary: Nothing to report this month.

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

Fire Department: Mr. Lively reviewed the August 2020 Fire Chief's Report for the Union Hose Company (UHC). The following item was then addressed:

Release of Second Half of 2020 Donation to Fire Department: Noting the UHC had provided its 2019 Federal Form 990 and audited 2019 financial statements to the Township the prior month, **MOTION** by Mr. Lively, second by Mr. Perrotto to authorize the release of \$36,500, which is the

T. Embich reports: 08-28-2020 BOC

Thomas Embich

Agenda Items: VI – C, E, F

Date: August 28, 2020 report for September 01, 2020 Meeting

Item VI- C: HISTORIC ARCHITECTURAL REVIEW BOARD

1. The August 17 session three members of HARB were present to review two applications:
a. 104 W. Main Street: Two signs for the Swatara Coffee Company. One on the low roof over the sidewalk to replace previous business's sign, and one jutting from the building to be seen from South Lancaster and Main Streets (smaller and will need to comply with all pertinent signage requirements per County Planning Department). Recommended approval of Certificate of Appropriateness.
b. 202 West Main Street: Renovation change to Corvette Bar; Shingles over entire upper roof will be solar collector shingles (LUMA LRSS 80 Watt type, literature provided). Appearance is similar to slate, only larger individual pieces; photovoltaic cell with converter to use electric generated within structure. Recommended approval of Certificate of Appropriateness.
2. Next meeting of HARB is scheduled for September 21, if business is submitted for consideration.
ACTION: Issue Certificates of Appropriateness.

Item VI –E: Stormwater management

1. A combination Zoom and onsite meeting at North Lebanon Board Room was held on August 18 for the Annual Meeting of the Lebanon County Stormwater Consortium. Routine bill paying, minutes approval preceded the Annual Meeting. An agenda is available with T. Embich notes. Account fund balance at end of June is at \$2.374 million. The PRP and BMP (best management practice) projects were reviewed for 2021; several small projects were added to the PRP list and approved. The 2021 budget incorporates all listed projects in a priority fashion with about \$200,000 of the small projects leading off due to more rapid pre-project review {the PA DEP is requiring all except the smaller projects to be reviewed by regional office and the delay has stagnated movement on several projects}. The annual contribution of MS4 fees is again at 25% for 2021 (separate motion authorized this.) Next meeting is Sept. 15, 2020. The 2021 Meeting list was approved as: 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: 09/02/20

2. The August 05, 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.

The future Solid Waste Management Plan developed and coordinated by former Exec. Director Taylor is out for review. An Advisory Committee for the proposed plan met via phone, with executive members onsite and the draft plan was reviewed per previous electronic draft distribution. No major changes occurred, the calculation log needs updating, a few minor changes regarding personnel listings, re-write of the County Commissioner's letter and two columns reversed on one table (p.14). The preliminary final draft will be reviewed with the County Commissioners and sent to each municipality for comment 30 days prior to final adoption by the County Commissioners and submittal to PA DEP. One major delay has been with the PA DEP issuing the permit to expand the landfill for the future capacity required. Current capacity is close to three years away.

remaining half of the Township's budgeted 2020 donation, to the UHC. Motion carried unanimously.

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

OLD BUSINESS:

Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements: Mr. Yingst reported the Public Works Superintendent indicated that most of the flashing pedestrian signs and poles have been installed, with the remaining signs and poles to be installed before the end of the week. The Public Works Superintendent further reported the work on the curbcuts on South White Oak Street at Annville Elementary School is scheduled to start the following day and he will be installing the thermoplastic street markings the following week. Mr. Hoover noted the pole at the southwest corner of West Main and South Lancaster Streets had a box mounted on it that could cause safety problems for pedestrians due to its height and asked if the box could be turned. Mr. Yingst indicated he would reach out to the Public Works Department about this. Mr. Embich reported he had a conversation with a resident who was very pleased with the flashing signs. In regards to the earlier concern raised about greenspace, Mr. Perrotto recalled those trees that had been removed to provide adequate visibility for the signs were planned to be replanted elsewhere.

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

Resolution No. 20200901-1 – Remote Participation in Meetings: A proposed resolution providing for Commissioners to attend public meetings of the Board of Commissioners by telephone, and providing for all Township boards, commissions, and authorities of the Township to hold public meetings through the use of videoconferencing under unusual circumstances where a physical meeting is not possible or prudent provided such public meeting is not required by law to be held in person only, was presented to the Board for its review and comment. **MOTION** by Mr. Hoover, second by President Moore to adopt Resolution 20200901-1 as presented. Motion carried unanimously and a copy of this resolution is attached hereto and made a part of these minutes.

NEW BUSINESS:

2021 Residential Rental License Fee: At the recommendation of Mr. Yingst, **MOTION** by Mr. Perrotto, second by Mr. Lively to (1) set the 2021 residential rental license fee at \$15 per rental unit if received or postmarked by the December 31, 2020 deadline and (2) set the 2021 residential rental license fee at \$25 per rental unit for renewal rental licenses if received or postmarked after the December 31, 2020 deadline and for new rental licenses if received or postmarked more than ten days after the issuance of the initial notification letter. Motion carried unanimously.

2021 Minimum Municipal Obligation (MMO) Certifications for Pension Plans: The Board reviewed the MMO certifications for the two Township pension plans for 2021 in accordance with Act 205 requirements. **MOTION** by Mr. Hoover, second by Mr. Lively to approve the MMO certifications for the police pension plan and the non-uniformed employees' pension plan as

RESOLUTION NO. 20200901-1

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
ANNVILLE TOWNSHIP, LEBANON COUNTY, PENNSYLVANIA,
PROVIDING FOR REMOTE ATTENDANCE AT PUBLIC MEETINGS**

WHEREAS, the Annville Township Board of Commissioners holds public meetings on a monthly basis, and other boards, commissions, and authorities of the Township hold public meetings on a monthly or as-needed basis; and

WHEREAS, from time to time, factors such as weather conditions, illnesses, trips, and emergencies make it difficult for elected or appointed public officials to be physically present at public meetings; and

WHEREAS, advances in technology have made it possible for individuals to interact with others at remote locations through the use of teleconferencing and videoconferencing; and

WHEREAS, the Sunshine Act, 65 Pa.C.S.A. §701 et. seq., has been interpreted to permit a member of a governing body of a public agency to participate in public meetings, including deliberations in voting on official actions, by use of telephone or video conferencing; and

WHEREAS, the Annville Township Board of Commissioners, Annville Township Authority, and Annville Historic Architectural Review Board held public meetings via the use of such technology in 2020 as a result of the COVID-19 pandemic emergency and under the authority of the Governor's emergency declaration for same; and

WHEREAS, the Annville Township Board of Commissioners desires to allow Township Commissioners to appear at public meetings through the use of teleconferencing and allow that appearance to be treated as being present for quorum purposes without needing an emergency declaration allowing for same; and

WHEREAS, the Annville Township Board of Commissioners desires to hold public meetings through the use of videoconferencing under unusual circumstances where a physical meeting is not possible or prudent, without needing an emergency declaration allowing for same, and to allow other boards, commissions, and authorities of the Township to do the same provided such public meeting is not required by law to be held in person only.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Annville Township, Lebanon County, Pennsylvania adopts the following policy to allow Township Commissioners to appear at public meetings through the use of teleconferencing and allow that appearance to be treated as being present for quorum purposes:

Any Township Commissioner who is unable to physically appear at a public meeting may request to appear by telephone for said meeting. The Township Commissioner who desires to participate in the meeting by telephone shall notify the Township Administrator as early as possible in advance of the meeting in question. The Township Commissioner shall be deemed to be present at the meeting, and shall be entitled to participate in the meeting, if:

1. Such Township Commissioner is able to hear everything that is said at the meeting by all others who are present at the meeting; and
2. Those who are present at the meeting are able to hear everything that is said by the Township Commissioner who is present at the meeting by telephone.

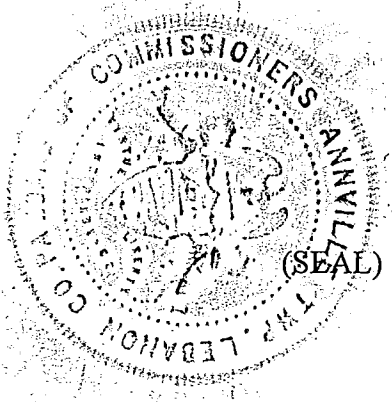
In the event it is determined by the President of the Board of Commissioners, or whoever is chairing the meeting, that the Township Commissioner who is present by telephone cannot be heard by all other persons who are present at the meeting or all other persons present at the meeting cannot be heard by the Township Commissioner who is present by telephone, then the teleconferencing with that Township Commissioner shall be terminated and the remaining persons present at the meeting shall be permitted to participate therein. The meeting may continue if a quorum exists among the present Township Commissioners.

The appearance of a Township Commissioner who appears by telephone will be noted in the minutes. Such Township Commissioner shall have the ability to vote on motions, or any other official actions, presented at the meeting and be treated as being present for quorum purposes.

Only one Township Commissioner will be permitted to appear by telephone at each meeting. In the event a quorum can only be achieved by additional Township Commissioners appearing by telephone, they will be permitted to do so for that limited purpose.

BE IT FURTHER RESOLVED that the Board of Commissioners of Annville Township, Lebanon County, Pennsylvania permits public meetings to be held through the use of videoconferencing under unusual circumstances where a physical meeting is not possible or prudent, without needing an emergency declaration allowing for same, and to allow other boards, commissions, and authorities of the Township to do the same provided such public meeting is not required by law to be held in person only.

ADOPTED by the Board of Commissioners of Annville Township, Lebanon County, Pennsylvania this 1ST day of September 2020.



**ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS**

Rex A. Moore, President

Attest:

Nicholas T. Yingst, Secretary

presented. Motion carried unanimously and copies of the MMO certifications are attached hereto and made a part of these minutes.

Authorize Budget Meeting: **MOTION** by Mr. Lively, second by Mr. Perrotto to authorize the advertisement of a Special Meeting on October 14, 2020 at 6 PM to prepare the 2021 budget and to consider any other business that might come before the Board. Motion carried unanimously.

Renewal of Law Enforcement Errors and Omissions Liability Insurance: Mr. Yingst reported a renewal proposal was received for the Township's law enforcement errors and omissions liability insurance at an annual cost of \$13,206.04. He noted this represented a 4% increase from the previous year. **MOTION** by Mr. Embich, second by Mr. Lively to approve the renewal of the Township's law enforcement errors and omissions liability insurance with Cincinnati Specialty Underwriters Insurance Company at an annual cost of \$13,206.04 for September 15, 2020 through September 15, 2021. Motion carried unanimously.

Termination of Seasonal Part-Time Custodian: **MOTION** by Mr. Embich, second by Mr. Lively to terminate the employment of Aiden Ward as a seasonal part-time Custodian at Town Hall effective August 21, 2020. Motion carried unanimously.

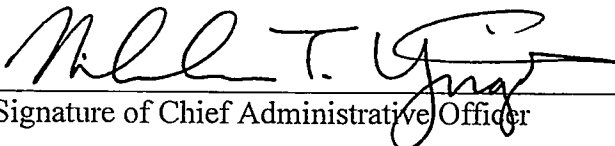
Letter of Support Request: President Moore and Mr. Yingst reported on a meeting they participated in earlier in the day with the new LVC President and his staff. It was noted the college was planning to develop a nursing program and had requested a letter of support for grant funding to mitigate the costs for building a facility to house the program. Mr. Perrotto asked if the college had concerns about building a physical structure in light of the recent increase in remote learning. President Moore indicated LVC was planning to open such a facility in 2022 and it was believed the impacts of the COVID-19 pandemic would have ceased by then. He also shared the rationale for why LVC desired to begin a nursing program, in particular citing the increased need for nurses and the lack of opportunities in the surrounding community for obtaining a four-year nursing degree. In response to a question from Mr. Lively, President Moore indicated the college had looked into modifying existing facilities to house the nursing program and it determined a new building was the best option. Noting the nursing facility was planned to be located to the east of the existing building that housed the physical therapy program, Mr. Hoover asked if that was the best place for it. President Moore indicated he believed that would be evaluated during the plan submission process. **MOTION** by Mr. Lively, second by Mr. Hoover to authorize the issuance of a letter of support for LVC's application for \$4,000,000 in Redevelopment Assistance Capital Program funds to help support construction of a nursing facility at an estimated total cost of \$12,160,000. Motion carried unanimously.

CORRESPONDENCE: The Board was informed of the following items of correspondence received since its August 2020 Regular Meeting:

Thanks from the Annville Free Library (AFL) and the Quittapahilla Watershed Association (QWA): It was reported letters of thanks were received from the AFL and the QWA for the Township's annual 2020 donations to these entities.

**ANNVILLE TOWNSHIP
POLICE RETIREMENT PLAN
WORKSHEET FOR 2021 MMO**

1. TOTAL ANNUAL PAYROLL (W-2 payroll for 2020)	\$385,860
2. TOTAL NORMAL COST PERCENTAGE	16.56%
3. TOTAL NORMAL COST (Item 1 x Item 2)	\$63,898
4. TOTAL AMORTIZATION REQUIREMENT	\$47,183
5. TOTAL ADMINISTRATIVE EXPENSES (Estimated based on recent experience)	\$9,075
6. TOTAL FINANCIAL REQUIREMENTS (Item 3 + Item 4 + Item 5)	\$120,156
7. TOTAL MEMBER CONTRIBUTIONS (Member Contribution Rate x Item 1)	\$0
8. FUNDING ADJUSTMENT	\$0
9. MINIMUM MUNICIPAL OBLIGATION (Item 6 - Item 7 - Item 8)	\$120,156



Signature of Chief Administrative Officer

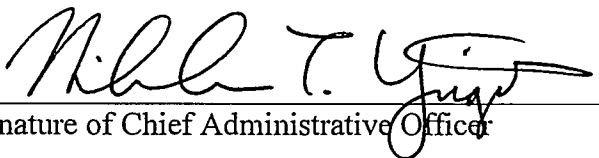
August 18, 2020

Date Certified to Governing Body

Note: The 2021 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2019.

**ANNVILLE TOWNSHIP
NON-UNIFORMED EMPLOYEES PENSION PLAN
WORKSHEET FOR 2021 MMO**

1. TOTAL ANNUAL PAYROLL (W-2 payroll for 2020)	\$511,045
2. TOTAL NORMAL COST PERCENTAGE	9.55%
3. TOTAL NORMAL COST (Item 1 x Item 2)	\$48,805
4. TOTAL AMORTIZATION REQUIREMENT	\$24,621*
5. TOTAL ADMINISTRATIVE EXPENSES (Estimated based on recent experience)	\$5,875
6. TOTAL FINANCIAL REQUIREMENTS (Item 3 + Item 4 + Item 5)	\$79,301
7. TOTAL MEMBER CONTRIBUTIONS (Member Contribution Rate x Item 1)	\$0
8. FUNDING ADJUSTMENT	\$0
9. MINIMUM MUNICIPAL OBLIGATION (Item 6 - Item 7 - Item 8)	\$79,301



Signature of Chief Administrative Officer

August 18, 2020

Date Certified to Governing Body

Note: The 2021 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2019.

* This amount differs from the amortization amount in the 1/1/2019 Actuarial Valuation Report due to the 1/1/2009 Assumption change and 1/1/2009 Experience (gain)/loss bases becoming fully amortized.

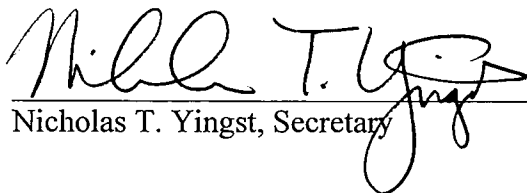
Lebanon County Agricultural Land Preservation Board (LCALPB) Appeal for 2021: Mr. Yingst reported an appeal letter was received from the LCALPB for 2021. **MOTION** by President Moore, second by Mr. Lively to pledge \$100 to the LCALPB in 2021 and to direct the Township Office to return the pledge card to the LCALPB notifying them of this. Motion carried unanimously.


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

RECESS FOR EXECUTIVE SESSION: President Moore called a recess for an Executive Session and the room was cleared of the public at 8:04 PM. The Regular Meeting was reconvened at 9:12 PM with the five Commissioners, Mr. Yingst, Chief Dugan, and Mr. Lamoureux present.

ATPOA Grievance: **MOTION** by Mr. Lively, second by Mr. Hoover to deny the grievance appeal from the ATPOA dated August 29, 2020 and pertaining to the August 20, 2020 grievance regarding overtime that was denied by the Chief of Police. Motion carried unanimously.

ADJOURNMENT: There being no further business to come before the Board, **MOTION** by Mr. Lively, second by Mr. Embich to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 9:17 PM.


Nicholas T. Yingst, Secretary


Rex A. Moore, President