

**ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS  
NOVEMBER 3, 2021 AGENDA**

**PUBLIC HEARING – 2022 BUDGET – 6:30 PM**

Announced Visitors:     None

**REGULAR MONTHLY BOARD OF COMMISSIONERS MEETING – 7:00 PM**

Announced Visitors:     Craig Smith, RGS Associates  
                                 Joshua Weaber, Chrisland Engineering  
                                 Timothy Horstmann, Esq., McNees Wallace & Nurick

- I.        Call to Order – 7:00 PM
- II.       Pledge of Allegiance
- III.      Approval of Agenda
- IV.      Opportunity for Public Comment
- V.       Approval of Minutes
  - A.    October 5, 2021 Regular Meeting
  - B.    October 13, 2021 Special Meeting
- VI.      Special Orders of Business
  - A.    Mr. Smith: Recommendation for Contingent Approval for Lebanon Valley College (LVC) School of Nursing Building Preliminary/Final Land Development Plan
  - B.    Mr. Weaber: Recommendation for Contingent Approval for Annville Free Library Preliminary/Final Subdivision and Land Development Plan
  - C.    Mr. Horstmann: Proposed Resolution Approving the Annville Township Authority to Act as a Conduit for Tax-Free Financing for LVC
- VII.     Reports of Standing Committees
  - A.    Public Works
  - B.    Public Safety
    - Police Regionalization Study
  - C.    Property
  - D.    Parks & Recreation
  - E.    Finance
  - F.    Permits
  - G.    Annville Activities
- VIII.    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

- IX. Old Business
  - A. Community Development Block Grant (CDBG)
  - B. Cable Franchise Renewal
  - C. Welcome Sign
  - D. Lebanon Valley College Financial Contribution Agreement
  - E. Connected Together Annville
  - F. Jones and East Maple Streets Stormwater Evaluation
  - G. Road Safety Audit
  - H. Draft Ordinance – 2022 Tax Levy and Appropriations
- X. New Business
  - A. Establish 2022 Meeting Dates and Times
  - B. Renewal of Township Employees' Workers' Compensation Policy
  - C. 2021-2022 Humane Society of Lebanon County Stray Housing Agreement
- XI. Correspondence
- XII. Pay Bills
- XIII. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
November 3, 2021**

The November Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on November 3, 2021 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Rex A. Moore, President; Henri B. Lively, Vice President; Thomas R. Embich, Treasurer; Nevin R. Hoover; and Anthony C. Perrotto. Also in attendance were Nicholas T. Yingst, Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor; Carissa Eby and Dustin Ferrillo, South King Street; Dean Wolfe, West Main Street; Bobbie Ginder, West Water Street; Martin Brandt, President of the Annville Free Library (AFL) Board of Directors; Matthew Twomey, Capital Construction Management; Joshua Weaber, Chrisland Engineering; Shawn Curtin, Lebanon Valley College (LVC) Vice President of Finance and Administration; Timothy Horstmann, Esq., McNees Wallace & Nurick LLC; and Craig Smith, RGS Associates.

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.

**APPROVAL OF AGENDA:** MOTION by Mr. Lively, second by Mr. Hoover to approve the agenda as presented. Motion carried unanimously.

**OPPORTUNITY FOR PUBLIC COMMENT:** President Moore provided an opportunity for public comment and the following comments were noted from those in attendance:

**Road Safety Audit (RSA):** Mr. Wolfe was recognized for comment and asked for an update on the previous month's State Route 934 RSA meeting. Mr. Yingst indicated he would be reporting at length on the RSA later in the evening but noted his impressions of the meeting were positive.

**Projects in 2022:** Mr. Wolfe also asked if the Board would be working on a list of possible projects for the upcoming year. Mr. Lively indicated the Commissioners were always open to suggestions and President Moore noted such decisions tend to be based upon the annual budget. Mr. Perrotto indicated that pursuing collaboration with other municipalities for improved and cost-effective services would continue to be a chief priority for the Township in 2022.

**APPROVAL OF MINUTES:**

**October 5, 2021 Regular Meeting:** MOTION by Mr. Lively, second by Mr. Perrotto to approve the minutes of the Regular Meeting held October 5, 2021 as presented. Motion carried unanimously.

Douglas Hartman, Cleona Borough Council, arrived at the meeting at 7:03 PM.

**October 13, 2021 Special Meeting:** MOTION by Mr. Lively, second by Mr. Hoover to approve the minutes of the Special Meeting held October 13, 2021 as presented. Motion carried unanimously.

**SPECIAL ORDERS OF BUSINESS:**

**Recommendation for Contingent Approval for LVC School of Nursing Building Preliminary/Final Land Development Plan:** Mr. Smith was noted as being listed on the agenda and in attendance and he was asked to make his presentation to the Board. He indicated his firm was serving as LVC's engineering consultant on its School of Nursing Building preliminary/final land development plan and he briefly summarized same. In particular, Mr. Smith shared that an informal parking analysis was conducted and determined there was adequate parking available for the proposed building, and this also met the Zoning Officer's interpretation of the parking requirements. He also discussed the proposed service drive to the building that had been widened to 20 feet per the Fire Chief's recommendation, and that a fire lane had been added to the north side of the building to provide adequate access for a fire truck. Mr. Smith noted the existing wraparound drive that would provide access to the rear of the building was not 20-feet wide but would be expanded to this width at a later point, and this was included as a note on the proposed plan and would be included in the plan's financial security tabulation. He also discussed how the stormwater would be managed, and noted LVC was committed to discussing with the Township issues concerning parking and access to the college properties on the northside of the railroad tracks and to the east of State Route 934 prior to submitting its next land development plan.

Per a question from Mr. Embich, Mr. Smith noted the property straddled the municipal line with North Annville Township but, as the area being developed was entirely in Annville Township, North Annville Township would be deferring approval of the plan. Mr. Hoover asked Mr. Smith if he believed the stormwater calculations and direction of stormwater flow as proposed from the north side of the building would be sufficient. Mr. Smith indicated he believed it was, as the stormwater design was managed to a two-year storm and provided more stormwater management than was required, although some of this would be utilized for the widening of the wraparound drive. Per a follow-up question from Mr. Hoover, Mr. Smith confirmed the proposed stormwater facilities would ultimately tie into the existing Ulrich Street stormsewer system. Per a question from Mr. Embich about why infiltration was not used for stormwater management to the north of the building, Mr. Smith indicated this decision was based on testing done throughout the site to determine how best to manage stormwater. Noting the support of the Planning Commission (PC) for the ongoing conversations with LVC regarding parking and site access, and at its recommendation, **MOTION** by Mr. Perrotto, second by Mr. Lively to approve the preliminary/final land development plan submitted for the LVC School of Nursing Building contingent upon the satisfactory addressing of the comments in the Township Engineer's plan review letter dated October 1, 2021. Motion carried unanimously.

Mr. Smith and Mr. Twomey left the meeting at 7:13 PM.

**Recommendation for Contingent Approval for AFL Preliminary/Final Subdivision and Land Development Plan:** Mr. Weaber was noted as being listed on the agenda and in attendance and he was asked to make his presentation to the Board. He indicated his firm was serving as the AFL's engineering consultant on its preliminary/final subdivision and land development plan and he briefly summarized same. In particular, Mr. Weaber reviewed the stormwater management proposed by the plan and discussed the parking agreements the AFL had with other entities to provide adequate parking for the facility's expansion. Per a question from President Moore, Mr. Brandt provided details on the locations and number of spaces per the parking agreements. Mr. Perrotto also noted the PC had asked for some direction from the AFL regarding signage and

pavement markings to better facilitate the movement of patrons from these shared parking lots to the library itself. At the recommendation of the PC, **MOTION** by Mr. Perrotto, second by Mr. Lively to approve the preliminary/final subdivision and land development plan submitted for the AFL contingent upon the satisfactory addressing of the comments in the Township Engineer's plan review letter dated October 1, 2021. Motion carried unanimously.

Mr. Brandt and Mr. Weaver left the meeting at 7:18 PM.

**Resolution No. 20211103-1 – Approving the Township Authority to Act as a Conduit for Tax-Exempt Financing for LVC:** Mr. Horstmann was noted as being listed on the agenda and in attendance and he was asked to make his presentation to the Board. Mr. Horstmann shared that his firm was serving as bond counsel for LVC and the college had approached the Annville Township Authority requesting the latter serve as a conduit for \$16,500,000 in tax-exempt financing for construction of the LVC School of Nursing Building. He indicated the Township Authority was amenable to this and had taken the required actions at its meeting the prior week, and he then presented a proposed resolution requiring approval by the Board of Commissioners if the Township Authority was to act as a conduit for tax-exempt financing for LVC.

Per a question from Mr. Embich, Mr. Horstmann indicated that the Township Authority, nor LVC, would be acquiring any property as part of this financing and that verbiage was included in the proposed resolution as it represented language from the pertinent act that described the powers of the Township Authority. Mr. Embich indicated he was glad to hear this, as he was concerned about the financial impacts to the Township of further properties being removed from the tax rolls. Mr. Curtin shared that LVC hoped that construction was anticipated to take about 14 months and was scheduled to begin in Spring 2022, with the goal of being used by students in January 2024. Per a question from Mr. Embich, Mr. Curtin indicated the term of the bond was for 13 years and Mr. Horstmann indicated they were hoping to close on it the following month. Per a follow-up question from Mr. Embich, Mr. Horstmann confirmed this would not create any liability for either the Township or the Township Authority. Per a question from Mr. Perrotto, Mr. Lamoureux confirmed he had reviewed the necessary documents in detail and he was comfortable with them. With no further comments or questions noted, **MOTION** by Mr. Lively, second by President Moore to adopt Resolution 20211103-1 as presented, granting authorization for (1) the Authority to act as a conduit for tax-exempt financing for LVC as described therein and (2) the appropriate Township officials to act on behalf of the Board in this matter, where necessary. Motion carried unanimously following a roll-call vote with each of the five Commissioners voting in favor of it and a copy of this resolution is attached hereto and made a part of these minutes.

Mr. Curtin and Mr. Horstmann left the meeting at 7:25 PM.

#### **REPORTS OF STANDING COMMITTEES:**

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

RESOLUTION NO. 20211103 -1

BOARD OF COMMISSIONERS  
TOWNSHIP OF ANNVILLE  
Lebanon County, Pennsylvania

Adopted: November 3, 2021

APPROVING IN ACCORDANCE WITH SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, A PLAN OF FINANCING OF THE ANNVILLE TOWNSHIP AUTHORITY; DECLARING THAT IT IS DESIRABLE FOR THE HEALTH, SAFETY AND WELFARE OF THE PEOPLE IN THE AREA SERVED BY SUCH PROJECT TO HAVE THE PROJECT FINANCED THROUGH THE ANNVILLE TOWNSHIP AUTHORITY; AND AUTHORIZING OTHER NECESSARY AND APPROPRIATE ACTION.

WHEREAS, the Annville Township Authority (the "Authority") is a municipality authority organized and existing under the Pennsylvania Municipality Authorities Act, 53 Pa. Cons. Stat. §§5601-5623, as amended (the "Act") by the Township of Annville, Lebanon County, Pennsylvania (the "Township"); and

WHEREAS, the Act vests the Authority, *inter alia*, with power of acquiring, holding, constructing, financing, improving, maintaining and operating, owning, leasing, either in the capacity of lessor or lessee, buildings and facilities for private, nonprofit, nonsectarian, nondenominational colleges and universities, state-related universities and community colleges, which it determines to be "eligible educational institutions" under the Act, provided that such buildings and facilities are approved by the governing body of the organizing municipality or municipalities; and

WHEREAS, the Authority has previously determined Lebanon Valley College, a Pennsylvania nonprofit, nonsectarian, nondenominational corporation (the "College"), to be an "eligible educational institution" under the Act and confirms such determination; and

WHEREAS, the College has requested the Authority to assist, solely as conduit issuer and without any liability or obligation to expend public funds, in the financing of a project for the College (the "Project"), consisting of (i) the acquisition, construction, renovation, improvement, alteration, equipping and/or furnishing of an approximate 37,000 square foot facility to be used by the College in its nursing and health profession related programs of study; and (ii) the payment of all or a portion of the costs and expenses related to the issuance of the 2021 Bond (hereafter defined); and

WHEREAS, the College has presented to the Authority a plan of financing for the Project that contemplates the issuance by the Authority of one or more series of tax-exempt bonds, payable solely and exclusively from the income and revenues derived by the Authority from its financing of the Project, in the maximum principal amount of \$16,500,000 (the "2021

**Bond**”), and the lending of the proceeds of the 2021 Bond by the Authority to the College for use by the College for financing the Project; and

**WHEREAS**, the Act provides that none of the powers granted thereby shall be exercised in the construction, financing, improvement, maintenance, extension or operation of any project or projects which in whole or in part shall duplicate or compete with existing enterprises serving substantially the same purposes; and

**WHEREAS**, the Act further provides that the foregoing limitation shall not apply to school building projects and facilities to be leased, or financed with loans to, private, nonprofit, nonsectarian, nondenominational colleges and universities, state-related universities and community colleges, if each municipality organizing the Authority declares that it is desirable for the health, safety and welfare of the people in the area served by such facilities to have such facilities provided by, or financed through, an authority; and

**WHEREAS**, pursuant to the Internal Revenue Code of 1986, as amended (the “**Code**”), all bonds or notes issued by the Authority, such as the 2021 Bond, must be approved by the “applicable elected representative” of the governmental unit on behalf of which the Authority issues such bonds or notes, and of the governmental unit(s) in which the project is located, after a public hearing following reasonable public notice; and

**WHEREAS**, the project facilities being financed with the proceeds of the 2021 Bond are located entirely on the campus of the College, situate entirely in the Township, and having a mailing address of 101 College Avenue, Annville, PA 17003; and

**WHEREAS**, the Board of Commissioners of the Township (the “**Board**”) desires to authorize and direct its President, or in his absence, any other member of the Board to act on its behalf as such “applicable elected representative”; and

**WHEREAS**, the Authority conducted a public hearing on October 26, 2021 (the “**TEFRA Hearing**”) on behalf of itself, as the issuer of the 2021 Bond, and on behalf of the Township, where the project facilities are located and as the governmental unit on behalf of which the Authority acts, as required by and in accordance with Section 147(f) of the Code; and

**WHEREAS**, minutes of the TEFRA Hearing were taken and a transcript thereof has been provided to the Board and incorporated in the records of the Township in order for the Township to issue its approval of the 2021 Bond as required by the Code.

**NOW, THEREFORE, BE IT RESOLVED** by the Board, as follows:

**Section 1.** The Authority’s undertaking of the Project is hereby approved, it being understood that such approval shall not, directly or indirectly, obligate the taxing power of the Township or otherwise obligate the Township in any way whatsoever, and is given for the sole purpose of complying with the provisions of the Act relating to the undertaking of the financing of the Project by the Authority.

**Section 2.** It is hereby declared that it is desirable for the health, safety and welfare of the people in the area served by the College to have the Project financed through the

Authority and the Authority is hereby requested to undertake the financing of the Project for the benefit of the College.

**Section 3.** Pursuant to Section 147(f) of the Code the Board hereby authorizes the approval of the issuance of the 2021 Bond proposed by the Authority, and the Board hereby empowers, authorizes and directs its President, or in his absence, any of its members, to execute and deliver the approval of “applicable elected representative” in the form attached hereto as Exhibit A; *provided*, that, such approval shall be delivered only following a public hearing, to be held by the Township or its representative appointed for such purpose, which follows reasonable public notice, with respect to the Project (described on such approval).

**Section 4.** The Board hereby acknowledges the undertaking by the Authority of the TEFRA Hearing on behalf of itself, as the issuer of the 2021 Bond, and on behalf of the Township, where the project facilities are located and as the governmental unit on behalf of which the Authority acts. The Board hereby acknowledges and confirms that a transcript of the TEFRA Hearing was provided to this Board for the record.

**Section 5.** The Board intends that this resolution and the subsequent execution and delivery of the approval of “applicable elected representative” by any Commissioner of the Township shall constitute the governmental unit approval required by Section 147(f) of the Code. Such approval shall be limited in effect and operation to the extent, and only to the extent, required by Section 147(f) of the Code.

**Section 6.** Under this arrangement there exists no liability whatsoever, financially or otherwise, on the part of the Township in passing this Resolution.

**Section 7.** All resolutions or parts of resolutions inconsistent herewith are hereby rescinded, canceled and annulled.

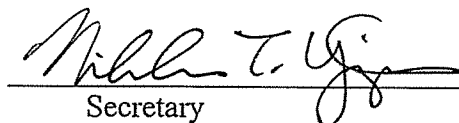


## SECRETARY'S CERTIFICATE

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution duly adopted by the affirmative vote of a majority of the members of the Board of Commissioners of the Township of Annville, Lebanon County, Pennsylvania (the "Township"), at a public meeting held the 3rd day of November, 2021; that proper notice of such meeting was duly given as required by law; that said Resolution was described in the agenda for such meeting; that said agenda was posted on the Township's website and at the location of the meeting and at the Township's principal office; that copies of said agenda were made available for individuals attending such meeting; and that said Resolution has been duly entered upon the Minutes of the Board of Commissioners, showing how each member voted thereon.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Township this 3rd day of November, 2021.



  
Secretary

**EXHIBIT A**  
**CHIEF ELECTED OFFICIAL'S CERTIFICATE OF APPROVAL**  
**RELATIVE TO THE APPROVAL OF THE ISSUANCE OF THE**  
**COLLEGE REVENUE BOND, SERIES OF 2021**  
**(LEBANON VALLEY COLLEGE PROJECT)**  
**BY THE ANNVILLE TOWNSHIP AUTHORITY**

(attached)

**CHIEF ELECTED OFFICIAL'S CERTIFICATE OF APPROVAL  
RELATIVE TO THE APPROVAL OF THE ISSUANCE OF THE  
COLLEGE REVENUE BOND, SERIES OF 2021  
(LEBANON VALLEY COLLEGE PROJECT)  
BY THE ANNVILLE TOWNSHIP AUTHORITY**

The undersigned, as President of the Board of Commissioners of the Township of Annville, Lebanon County, Pennsylvania (the "**Township**"), having been designated and empowered to approve the issuance of the above described bonds to finance the costs of a certain project more fully described below, pursuant to a resolution of the Board of Commissioners dated November 3, 2021, hereby represents that: (1) a summary of a Public Hearing held by the Annville Township Authority (the "**Authority**") on October 26, 2021 pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended (the "**Code**"), has been submitted to the undersigned; (2) the Authority has represented to the undersigned that it has approved the above described bond (the "**2021 Bond**") at a meeting held in accordance with the provisions of the laws of the Commonwealth of Pennsylvania; and (3) the undersigned is the elected representative designated by law to execute this approval.

NOW BE IT KNOWN TO ALL PERSONS that as the applicable elected representative of the Township of Annville, Lebanon County, Pennsylvania, on behalf of which the 2021 Bond is issued through the Authority, the undersigned hereby approves pursuant to Section 147(f) of the Code the tax-exempt 2021 Bond proposed by the Authority as follows:

**A. Description of the Projects to be Financed:** The proceeds of the 2021 Bond are expected to be loaned to Lebanon Valley College (the "**College**") and applied to a project consisting of the acquisition, construction, renovation, improvement, alteration, equipping and/or furnishing of an approximate 37,000 square foot facility to be used by the College in its nursing and health profession related programs of study. The College may also use proceeds of the Bonds to pay all or a portion of the costs of issuance of the 2021 Bond.

**B. Maximum Stated Principal Amount of Issue:** \$16,500,000.

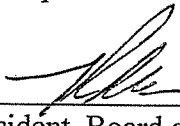
**C. Project Owner and User:** Lebanon Valley College, a Pennsylvania non-profit corporation.

**D. Location of Facilities:** The project facilities described in Paragraph A above being financed with the proceeds of the 2021 Bond are located entirely on the campus of the College, situate in the Township of Annville, Lebanon County, Pennsylvania and having a mailing address of 101 College Avenue, Annville, PA 17003.

*[Remainder of Page Intentionally Left Blank]*

The approval hereby granted is limited in operation and effect to the extent, and only to the extent, required by Section 147(f) of the Code and the regulations promulgated with respect thereto, and shall not create any liability or obligation on the part of the Township.

Date: November 3, 2021

By:   
\_\_\_\_\_  
President, Board of Commissioners  
Township of Annville,  
Lebanon County, Pennsylvania

***ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.***

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**WORK DONE FOR OCTOBER 2021**

- |                                     |   |
|-------------------------------------|---|
| (1) <b><u>DOWNTOWN FOUNTAIN</u></b> | We will be draining the fountain in the next couple of weeks.   |
| (2) <b><u>DOWNTOWN LIGHTS</u></b>   | Two lights reported in Liberty Station.   |
| (3) <b><u>ASPHALT</u></b>           | All the streets that were scheduled to be blacktopped are finished.   |
| (4) <b><u>CHRISTMAS TREE</u></b>    | The tree will be put up during the week of Nov. 15 in the morning sometime, weather permitting.   |
| (6) <b><u>LEAF PICKING</u></b>      | We spent the following time leaf picking: <ul style="list-style-type: none"><li>• S. Annaville - 6 hrs. and 3 tons</li><li>• Cleona - 19 hrs. and 5.375 tons</li><li>• Annaville - 30 hrs. and 8 tons</li></ul> |
| (7) <b><u>DUMPSTERS</u></b>         | Saturday, November 6, will be the last day for extended hours for the dumpsters; they will resume in spring (Wed., March 16, 2022).   |

Respectfully submitted,  
Les Powell

**TOTAL MAN HRS FOR OCTOBER 2021**

[illegible]

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

**Police Regionalization Study:** It was reported that Cleona Borough was interested in pursuing a police regionalization study through the Pennsylvania Department of Community and Economic Development (DCED). Information on the DCED program, including the letter of intent that would need to be approved and signed by the participating municipalities, was presented to the Board for its review. Per a question from Mr. Wolfe, President Moore indicated a benefit of police regionalization would be improved staffing. Per a follow-up question from Mr. Wolfe, Chief Dugan noted that while mutual aid is in place and can be helpful, it is much more efficient to address staffing via regionalization. Mr. Perrotto noted this was essentially the same concept the Union Hose Company (UHC) and Cleona Fire Company (CFC) had been pursuing due to their own staffing issues. Mr. Wolfe asked if this might lend itself to police coverage in North Annville Township and South Annville Township. President Moore said it might if those municipalities were interested, further noting the police departments of Annville Township and Cleona Borough currently provide contracted services to those municipalities. Mr. Perrotto noted the DCED program would be conducted at no cost to the participating municipalities and asked Mr. Hartman if Cleona Borough Council took any action on this matter at its meeting earlier in the week. Mr. Hartman report Council voted to move forward with the study. **MOTION** by Mr. Perrotto, second by Mr. Lively approve the letter of intent to request technical assistance from DCED for a regional police consolidation study. Motion carried unanimously. At the request of President Moore, Mr. Hartman briefly shared the police services Cleona was providing to other municipalities, noting they were primarily related to traffic matters and as requested by those municipalities. Per a question from Mr. Hoover, while it was not clear if North Annville and South Annville Townships would be participating in the study, there was hope this might provide momentum for further intermunicipal cooperation. At the request of Mr. Perrotto, President Moore agreed to communicate the Township's decision to move ahead as part of the police regionalization study to the neighboring municipal leaders.

**Property:** Nothing to report this month.

**Parks & Recreation:** Mr. Perrotto reported he met with the Quittie Park Committee (QPC) the previous month. He noted it was a productive meeting where there was discussion of the plan to repair benches in Quittie Creek Nature Park (QCNP) and coordination with the Public Works Department to place a garbage can at one of the Park's trailheads where a receptacle had disappeared some time ago.

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

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

**Annville Activities:** Nothing to report this month.



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**ANNVILLE TOWNSHIP  
POLICE  
MONTHLY REPORT  
OCTOBER 2021**

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• CALLS FOR SERVICE	281
• ANNVILLE	241
• SOUTH ANNVILLE	40
• ORDINANCE VIOLATIONS	
1. ABANDONED VEHICLE	1
2. DOG	1
3. DUMPING	1
4. NOISE	3
1. PARKING	7
• CRIMINAL ARRESTS	00
○ ADULT	00
○ JUVENILE	00
• ASSEMBLY/DEMONSTRATION	4
• TOTAL TRAFFIC CITATIONS	9
• TOTAL TRAFFIC WARNINGS	41
• TOTAL NON-TRAFFIC CITATIONS	02
• TOTAL VEHICLE ACCIDENTS	18
○ REPORTABLE	7
○ NON-REPORTABLE	9
○ HIT & RUN	2
• PARKING TICKETS ISSUED	24

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**Annville Accidents**

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SOUTH KING & WEST QUEEN STREETS  
ZEIGLER & EAST MAIN STREETS  
EAST MAIN & RAILROAD STREETS  
EAST MAIN & MOYER STREETS  
430 EAST MAIN STREET  
1<sup>ST</sup> BLOCK WEST MAIN STREET (2)  
1<sup>ST</sup> BLOCK WEST CHURCH STREET  
1<sup>ST</sup> BLOCK SOUTH WHITE OAK STREET  
1200 BLOCK EAST MAIN STREET  
113 NORTH RAILROAD STREET

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**South Annville Accidents**

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SOUTH MOUNT PLEASANT & LOUSER ROADS  
HORSESHOE PIKE & LOUSER ROAD  
798 WEST MAIN STREET  
653 HORSESHOE PIKE  
500 SOUTH WHITE OAK STREET  
200 BLOCK MOUNT WILSON ROAD  
1200 BLOCK SOUTH WHITE OAK STREET

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# Annville Township Police Department

## MONTHLY REPORT OCTOBER 2021

Total Calls by Call Type From: 10/01/2021 - 10/28/2021

<u>Call Type</u>	<u>Total Calls</u>
TRAFFIC ENFORCEMENT - WARNING	41
AMBULANCE CALL	39
PARKING ENFORCEMENT	24
ASSIST OTHER POLICE	17
BACKGROUND INVESTIGATION	12
ACCIDENT, NON-REPORTABLE	9
DRIVING COMPLAINT	9
ALARMS	8
ACCIDENT, REPORTABLE	7
CHECK ON WELL BEING	6
MENTAL HEALTH	6
PARKING COMPLAINT	6
DOMESTIC DISPUTE	5
TRAFFIC ENFORCEMENT - CITATION	5
ASSEMBLY/DEMONSTRATION	4
ASSIST MOTORIST	4
POLICE INFORMATION	4
SUSPICIOUS ACTIVITY	4
ACCIDENT, HIT & RUN	3
ANIMAL COMPLAINT	3
ASSIST OTHER AGENCY	3
CIVIL MATTER	3
DOG - MISSING / LOST	3
NOISE COMPLAINT	3
BACKGROUND INVESTIGATION - RECORD RELEASED	2
IDENTITY THEFT	2
JUVENILE COMPLAINT	2
LOST OR MISSING ITEM	2
MISCELLANEOUS	2
PFA ORDER	2
REPOSSESSION	2
SUSPICIOUS PERSON	2
SUSPICIOUS VEHICLE	2
THEFT - UNLAWFUL TAKING	2
ABANDONED VEHICLE	1
ASSAULT, SIMPLE	1
BURGLARY	1
CHILD CUSTODY	1
CHILD WELFARE INVESTIGATION	1
CRIMINAL MISCHIEF	1
DISABLED VEHICLE	1
DOG COMPLAINT	1
DRUG BOX - PRESCRIPTION	1
DRUG OVERDOSE	1

DRUG VIOLATION	1
DUMPING COMPLAINT	1
FALSE BURGLAR ALARM	1
FIRE CALL	1
FRAUD	1
HOUSE CHECK REQUEST	1
HUNTING COMPLAINT	1
LOST & FOUND	1
LVC GENERAL INFORMATION	1
NEIGHBORHOOD DISPUTE	1
PARKING- GENERAL INFO	1
PARKING WARNING	1
PEDDLER'S PERMIT	1
PFA DISMISSED	1
PFA INFORMATION	1
SCAM - PHONE - MAIL ETC	1
STALKING	1
TRAFFIC COMPLAINT	1
TRAFFIC DETAIL	1
TRESPASS LETTERS	1
TRESPASS	1
VEHICLE COMPLAINT	1
WARRANT	1

**Total Calls: 281**

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the Ten Months Ending October 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
<b>REVENUES</b>						
<u>Real Estate Taxes</u>						
01/301/100	R/E TAXES - CURRENT YEAR	\$ 943,452.00	\$ 1,735.86	\$ 896,916.04	95.07	46,535.96
01/301/400	R/E TAXES - DELINQUENT	26,000.00	0.00	21,491.79	82.66	4,508.21
	Subtotal	969,452.00	1,735.86	918,407.83	94.73	51,044.17
01/310/100	REALTY TRANSFER TAX	53,000.00	3,831.80	77,019.12	145.32	(24,019.12)
01/310/210	EARNED INCOME TAX - CURRE	383,000.00	20,888.13	350,379.12	91.48	32,620.88
01/310/220	EARNED INCOME TAX - PRIOR	450.00	0.00	0.00	0.00	450.00
01/310/300	LOCAL SERVICES TAX	102,000.00	1,509.86	76,700.27	75.20	25,299.73
	Total Taxes	1,507,902.00	27,965.65	1,422,506.34	94.34	85,395.66
<u>Licenses &amp; 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	50.00	100.00	100.00	0.00
01/320/700	LICENSE - RESIDENTIAL RENTA	8,700.00	30.00	3,575.00	41.09	5,125.00
01/320/800	LICENSE - CABLE TV FRANCHIS	37,000.00	0.00	27,632.44	74.68	9,367.56
01/320/810	LICENSE - CURB/SIDEWALK	150.00	0.00	25.00	16.67	125.00
01/320/820	LICENSE - STREET ENCROACH	8,000.00	200.00	3,600.00	45.00	4,400.00
01/320/900	LICENSE - PLUMBING/EXCAVA	1,000.00	0.00	625.00	62.50	375.00
	Subtotal	54,975.00	280.00	35,557.44	64.68	19,417.56
<u>Fines &amp; Costs</u>						
01/330/110	FINES - VEHICLE CODE (PSP)	2,000.00	0.00	773.95	38.70	1,226.05
01/330/120	FINES - TWP. ORD. (DISTR MAG)	20,000.00	964.80	8,842.87	44.21	11,157.13
01/330/130	FINES - TWP. ORD. (PARKING)	4,000.00	315.00	1,930.00	48.25	2,070.00
01/330/150	FINES - CO. CLERK OF CRTS/PR	8,000.00	453.09	7,540.73	94.26	459.27
	Subtotal	34,000.00	1,732.89	19,087.55	56.14	14,912.45
<u>Interest &amp; Rent</u>						
01/340/000	INTEREST	3,300.00	226.59	1,287.22	39.01	2,012.78
	Subtotal	3,300.00	226.59	1,287.22	39.01	2,012.78
<u>Intergovernmental Revenues (Grants)</u>						
01/350/000	INTERGOV'T. REVENUES (GRA	132,219.00	4,037.05	131,371.18	99.36	847.82
	Subtotal	132,219.00	4,037.05	131,371.18	99.36	847.82
<u>Subdivision / Land Development Fees</u>						
01/361/000	SUBDIVISION/LAND DEVELOP.	300.00	0.00	785.00	261.67	(485.00)
	Subtotal	300.00	0.00	785.00	261.67	(485.00)
<u>Trash Collection Fees</u>						
01/364/000	TRASH COLLECTION FEES	399,000.00	29,621.57	292,680.23	73.35	106,319.77
	Subtotal	399,000.00	29,621.57	292,680.23	73.35	106,319.77
<u>Miscellaneous Income</u>						
01/380/000	ADMINISTRATIVE FEES	5,500.00	1,260.50	3,204.75	58.27	2,295.25
01/381/500	DONATIONS	34,300.00	25,000.00	40,300.00	117.49	(6,000.00)
01/383/000	SALE OF ASSETS	0.00	0.00	6,600.00	0.00	(6,600.00)
01/384/000	CONTRACTED SERVICES INCO	62,000.00	2,155.68	47,456.28	76.54	14,543.72
01/391/000	REFUND PRIOR YR EXPEND	27,000.00	0.00	46,722.79	173.05	(19,722.79)

UNAUDITED

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the Ten Months Ending October 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
		128,800.00	28,416.18	144,283.82	112.02	(15,483.82)
<u>Transfers from Other Funds</u>						
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	\$ 2,260,496.00	\$ 92,279.93	\$ 2,047,558.78	90.58	212,937.22

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. OFF	70,908.00	5,470.48	56,158.04	79.20	14,749.96
01/400/200	MATERIALS & SUPPLIES	5,600.00	1,048.96	3,822.20	68.25	1,777.80
01/400/210	RENTAL LICENSE EXPENSES	2,700.00	12.99	260.59	9.65	2,439.41
01/400/300	MISCELLANEOUS EXPENSE	5,700.00	435.50	3,713.48	65.15	1,986.52
01/400/310	LEGAL/AUDIT SERVICES	49,500.00	1,806.96	32,110.18	64.87	17,389.82
01/400/320	TELEPHONE	3,610.00	244.52	2,955.60	81.87	654.40
01/400/340	ADVERTISING & PRINTING	6,650.00	541.12	2,762.38	41.54	3,887.62
01/400/343	CODIFICATION	1,500.00	350.00	350.00	23.33	1,150.00
	Subtotal	155,543.00	9,910.53	109,163.72	70.18	46,379.28

Treasurer / Tax Collector

01/402/200	MATERIALS & SUPPLIES	1,200.00	0.00	567.50	47.29	632.50
01/402/350	BOND PREMIUM	1,050.00	0.00	468.00	44.57	582.00
	Subtotal	2,250.00	0.00	1,035.50	46.02	1,214.50

Municipal Building

01/409/145	CONTRACTED CUSTODIAL SER	5,970.00	495.00	4,950.00	82.91	1,020.00
01/409/200	MATERIALS & SUPPLIES	600.00	0.00	442.34	73.72	157.66
01/409/360	FUEL, LIGHT, WATER & SEWER	12,700.00	606.86	5,905.33	46.50	6,794.67
01/409/370	REPAIRS & MAINTENANCE - BL	2,300.00	88.26	1,137.73	49.47	1,162.27
01/409/740	CAPITAL EXPEND	10,000.00	2,067.36	2,067.36	20.67	7,932.64
	Subtotal	31,570.00	3,257.48	14,502.76	45.94	17,067.24

Total General Government	189,363.00	13,168.01	124,701.98	65.85	64,661.02
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**Public Safety**

Police

01/410/130	SALARIES - POLICE	563,384.00	39,013.43	431,521.53	76.59	131,862.47
01/410/145	CONTRACTED CROSSING GUAR	10,796.00	853.90	4,263.71	39.49	6,532.29
01/410/200	MATERIALS & SUPPLIES	7,000.00	155.29	7,342.24	104.89	(342.24)
01/410/202	UNIFORM SUPPLIES & REPLAC	9,000.00	40.80	8,088.37	89.87	911.63
01/410/300	DUES, MEMBERSHIPS, MISC.	12,845.00	0.00	12,159.23	94.66	685.77
01/410/301	CONFERENCES, MTGS & MILEA	3,000.00	220.00	3,329.00	110.97	(329.00)
01/410/310	POLICE LEGAL	18,000.00	287.00	7,923.64	44.02	10,076.36
01/410/320	TELEPHONE, RADIO & PAGER	9,285.00	1,642.95	6,897.13	74.28	2,387.87
01/410/330	VEHICLE FUEL	7,200.00	604.26	4,220.74	58.62	2,979.26
01/410/331	VEHICLE REPAIR & MAINTENA	5,400.00	388.30	2,504.00	46.37	2,896.00
01/410/452	IT SUPPORT	17,795.00	107.87	12,102.17	68.01	5,692.83
01/410/460	TRAFFIC SIGNALS	600.00	47.07	481.92	80.32	118.08
01/410/740	CAPITAL OUTLAY	15,000.00	0.00	0.00	0.00	15,000.00
	Subtotal	679,305.00	43,360.87	500,833.68	73.73	178,471.32

UNAUDITED

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the Ten Months Ending October 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
<b><u>Fire</u></b>						
01/411/460	FIRE HYDRANT SERVICE	17,500.00	1,314.13	15,324.14	87.57	2,175.86
01/411/500	DONATION - VOLUNTEER FIRE	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	20,299.48	92.27	1,700.52
	Subtotal	117,500.00	1,314.13	108,623.62	92.45	8,876.38
<b><u>Ambulance</u></b>						
01/412/000	EMERGENCY MEDICAL SERVIC	20,000.00	0.00	15,000.00	75.00	5,000.00
	Subtotal	20,000.00	0.00	15,000.00	75.00	5,000.00
<b><u>Zoning</u></b>						
01/414/000	ZONING HEARING BOARD	1,400.00	0.00	100.00	7.14	1,300.00
01/414/100	H A R B EXPENSES	1,300.00	0.00	60.44	4.65	1,239.56
01/414/200	PLANNING COMMISSION	1,200.00	0.00	0.00	0.00	1,200.00
	Subtotal	3,900.00	0.00	160.44	4.11	3,739.56
01/415/000	EMERGENCY MANAGEMENT A	3,400.00	0.00	3,336.90	98.14	63.10
01/416/000	CODE ENFORCEMENT OFFICER	3,000.00	0.00	1,130.87	37.70	1,869.13
	Total Public Safety	827,105.00	44,675.00	629,085.51	76.06	198,019.49
<b><u>Health &amp; Sanitation</u></b>						
01/427/300	MISCELLANEOUS EXPENSE	43,000.00	3,318.53	30,994.39	72.08	12,005.61
01/427/450	REFUSE COLLECTION CONTRA	74,640.00	6,360.00	55,560.00	74.44	19,080.00
01/427/451	RECYCLING COLLECTION CON	77,640.00	8,893.19	58,093.19	74.82	19,546.81
01/427/460	REFUSE DISPOSAL EXPENSE	75,000.00	5,628.24	53,138.76	70.85	21,861.24
	Total Health & Sanitation	270,280.00	24,199.96	197,786.34	73.18	72,493.66
<b><u>Highway</u></b>						
01/430/100	SALARIES & WAGES - HIGHWA	93,710.00	7,871.29	78,468.07	83.74	15,241.93
01/430/200	MATERIALS & SUPPLIES	2,800.00	652.65	1,271.55	45.41	1,528.45
01/430/300	MISCELLANEOUS EXPENSE	2,800.00	227.01	6,577.83	234.92	(3,777.83)
01/430/310	ENGINEERING SERVICES	50,000.00	2,955.25	22,926.00	45.85	27,074.00
01/430/320	TELEPHONE, RADIO & PAGER	900.00	59.24	593.47	65.94	306.53
01/430/330	VEHICLE OPERATING EXP. - FU	7,500.00	412.78	4,279.62	57.06	3,220.38
01/430/331	VEHICLE - OPERATING EXPENS	2,000.00	0.00	1,116.56	55.83	883.44
01/430/740	CAPITAL OUTLAY	4,000.00	0.00	3,886.00	97.15	114.00
01/434/000	STREETLIGHTING	2,000.00	0.00	187.50	9.38	1,812.50
01/437/000	REP. & MAINT. - EQUIPMENT	7,800.00	179.99	6,334.23	81.21	1,465.77
01/438/000	REP. & MAINT. - STREETS	1,500.00	(221.24)	240.24	16.02	1,259.76
	Total Highway	175,010.00	12,136.97	125,881.07	71.93	49,128.93
<b><u>Miscellaneous</u></b>						
01/454/000	PARKS & RECREATION	1,600.00	119.99	1,689.31	105.58	(89.31)
01/455/000	COMMUNITY ACTIVITIES	6,000.00	0.00	272.39	4.54	5,727.61
01/456/500	LIBRARY - DONATION	22,500.00	0.00	22,500.00	100.00	0.00
01/466/000	DOWNTOWN AREA	5,500.00	183.32	1,914.11	34.80	3,585.89
01/471/350	LEASE RENTAL-PRINCIPAL	36,000.00	0.00	18,000.00	50.00	18,000.00
01/472/350	LEASE RENTAL-INTEREST	30,870.00	0.00	6,742.46	21.84	24,127.54
01/480/000	EMPL. BENEFITS & PAYROLL T	503,414.00	184,841.16	445,307.79	88.46	58,106.21
01/486/000	INSURANCE	116,442.00	775.00	94,863.11	81.47	21,578.89
01/490/000	TRANSFER TO OTHER FUND	76,412.00	0.00	0.00	0.00	76,412.00

UNAUDITED

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the Ten Months Ending October 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
	Total Miscellaneous	<u>798,738.00</u>	<u>185,919.47</u>	<u>591,289.17</u>	74.03	<u>207,448.83</u>
	Total Expenditures	\$ <u>2,260,496.00</u>	\$ <u>280,099.41</u>	\$ <u>1,668,744.07</u>	73.82	<u>591,751.93</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>(187,819.48)</u>	\$ <u>378,814.71</u>	0.00	<u>(378,814.71)</u>

UNAUDITED

GENERAL FUND  
Balance Sheet  
October 31, 2021  
ASSETS

Current Assets		
CASH - JBT CHECKING	\$	807,151.65
CASH - RECREATION DEPOSIT		8,134.34
CASH - PLGIT PRIME		199,040.65
PETTY CASH - OFFICE		100.00
PETTY CASH - POLICE		100.00
INVESTMENT IN COMMON STOCK		5,010.61
ACCOUNTS RECEIVABLE		42,235.90
ALLOWANCE FOR DOUBTFUL ACCTS		(8,500.00)
		<hr/>
Total Current Assets		1,053,273.15
Property and Equipment		<hr/>
Total Property and Equipment		0.00
Other Assets		<hr/>
Total Other Assets		0.00
Total Assets	\$	<u><u>1,053,273.15</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$	5.00
GRANT - DISTRICT ATTY		478.59
RECREATION DEPOSIT HELD		8,134.34
		<hr/>
Total Current Liabilities		8,617.93
Long-Term Liabilities		<hr/>
Total Long-Term Liabilities		0.00
Total Liabilities		8,617.93
Capital		
FUND BALANCE		665,840.51
Net Income		378,814.71
		<hr/>
Total Capital		1,044,655.22
Total Liabilities & Capital	\$	<u><u>1,053,273.15</u></u>

SEWER FUND  
Income Statement  
For the Ten Months Ending October 31, 2021  
ANNVILLE TOWNSHIP

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% Budget</u>	<u>Remaining Budget</u>
<b>REVENUES</b>						
08/340/000	INTEREST EARNED	\$ 4,000.00	\$ 180.23	\$ 1,213.47	30.34	2,786.53
08/350/000	GRANT INCOME	0.00	0.00	741.00	0.00	(741.00)
08/360/000	SEWER RENTALS	1,596,000.00	113,186.12	1,193,787.41	74.80	402,212.59
08/361/000	SEWER RENTALS - EXTERNAL	20,800.00	1,098.57	19,132.20	91.98	1,667.80
08/370/000	TAPPING FEES	0.00	0.00	4,200.00	0.00	(4,200.00)
08/380/000	ADMINISTRATIVE FEES	0.00	(30.00)	218.65	0.00	(218.65)
08/381/000	MANAGEMENT FEES - EXTERNA	925.00	54.94	885.22	95.70	39.78
08/383/000	TREATMENT FEES	231,000.00	36,394.71	391,811.25	169.62	(160,811.25)
08/384/000	CAPACITY RESERVE FEES	20,820.00	0.00	15,614.64	75.00	5,205.36
08/385/000	MAINTENANCE CONTRACT FEE	32,000.00	0.00	16,220.00	50.69	15,780.00
08/395/000	REFUND OF PRIOR YEAR EXPEN	18,000.00	0.00	21,922.16	121.79	(3,922.16)
Total Revenues		1,923,545.00	150,884.57	1,665,746.00	86.60	257,799.00
<b>EXPENDITURES</b>						
<u>Administration</u>						
08/400/100	WAGES & SALARIES-ADMIN	72,441.00	5,626.44	57,295.50	79.09	15,145.50
08/400/200	MATERIALS & SUPPLIES	7,450.00	1,268.22	5,378.94	72.20	2,071.06
08/400/300	MISCELLANEOUS	10,100.00	0.00	7,828.84	77.51	2,271.16
08/400/310	LEGAL SERVICES	7,000.00	59.00	4,185.00	59.79	2,815.00
08/400/311	AUDIT SERVICES	5,500.00	0.00	5,500.00	100.00	0.00
Total Administration		102,491.00	6,953.66	80,188.28	78.24	22,302.72
<u>Sewage Treatment</u>						
08/429/100	WAGES & SALARIES-OPERATIO	245,608.00	19,429.70	186,561.54	75.96	59,046.46
08/429/200	MATERIALS & SUPPLIES	6,000.00	716.54	2,594.94	43.25	3,405.06
08/429/210	CHEMICALS - CHLORINE	2,000.00	0.00	1,500.00	75.00	500.00
08/429/220	CHEMICALS-FERROUS SULFATE	20,000.00	0.00	11,020.71	55.10	8,979.29
08/429/221	CHEMICALS	15,000.00	0.00	13,300.00	88.67	1,700.00
08/429/230	LABORATORY SUPPLIES & EQUI	10,000.00	734.56	6,723.40	67.23	3,276.60
08/429/240	LIME & POLYMER	40,550.00	10,005.00	62,994.71	155.35	(22,444.71)
08/429/300	MISCELLANEOUS	6,400.00	203.38	3,512.91	54.89	2,887.09
08/429/301	TRAINING, CONFERENCES AND	2,000.00	160.00	715.00	35.75	1,285.00
08/429/310	ENGINEERING SERVICES	15,500.00	1,500.00	5,275.76	34.04	10,224.24
08/429/311	LABORATORY TESTING SERVIC	13,000.00	970.00	9,488.00	72.98	3,512.00
08/429/320	TELEPHONE, RADIO & PAGER	4,500.00	340.62	3,714.48	82.54	785.52
08/429/330	VEHICLE - FUEL	8,000.00	227.89	4,464.87	55.81	3,535.13
08/429/331	VEHICLE - OPERATING EXPENSE	7,500.00	29.00	15,489.99	206.53	(7,989.99)
08/429/350	HEATING OIL	1,000.00	0.00	0.00	0.00	1,000.00
08/429/360	ELECTRICAL POWER, GAS & WA	113,600.00	6,785.66	91,351.57	80.42	22,248.43
08/429/370	PLANT - REPAIR & MAINTENAN	92,500.00	7,194.96	86,976.18	94.03	5,523.82
08/429/450	SEWERS - REPAIR & MAINTENA	15,000.00	1,010.17	5,519.67	36.80	9,480.33
Total Sewage Treatment		618,158.00	49,307.48	511,203.73	82.70	106,954.27
<u>Debt Service</u>						
08/471/000	DEBT SERVICE PRINCIPAL	640,437.00	51,017.10	522,131.87	81.53	118,305.13
08/472/000	DEBT SERVICE - INTEREST	203,047.00	14,803.67	163,033.29	80.29	40,013.71
Total Debt Service		843,484.00	65,820.77	685,165.16	81.23	158,318.84
<u>Miscellaneous</u>						
08/480/000	EMPL. BENEFITS & PAYROLL TA	306,433.00	64,685.01	256,764.31	83.79	49,668.69
08/486/000	INSURANCE	47,728.00	0.00	35,417.88	74.21	12,310.12
Total Miscellaneous		354,161.00	64,685.01	292,182.19	82.50	61,978.81
<u>Transfers to Other Funds</u>						
Total Transfers		0.00	0.00	0.00	0.00	0.00
Total Expenditures		1,918,294.00	186,766.92	1,568,739.36	81.78	349,554.64
Net Income/<Deficit>		\$ 5,251.00	\$ (35,882.35)	\$ 97,006.64	1,847.39	(91,755.64)

UNAUDITED



SEWER FUND  
Balance Sheet  
October 31, 2021

**ASSETS**

**Current Assets**

CASH - JBT CHECKING	\$ 1,035,292.80	
CASH - PLGIT PRIME	89,950.67	
BLAIRCO / MARTY'S MUSIC ESCROW	12,688.92	
PETTY CASH - OFFICE	75.00	
PETTY CASH - WWTP	50.00	
ACCOUNTS RECEIVABLE	26,094.84	
Total Current Assets		1,164,152.23

**Property and Equipment**

LAND	263,036.60	
BUILDINGS	16,821,371.86	
BUILDINGS - ACCUM DEPRECIATION	(4,447,771.81)	
SEWER LINES	1,678,838.79	
SEWER LINES - ACCUM. DEPREC.	(1,673,614.00)	
MACHINERY & EQUIPMENT	716,758.11	
MACH. & EQUIP. - ACCUM. DEPREC	(625,561.62)	
Total Property and Equipment		12,733,057.93

**Other Assets**

OTHER ASSET - GENERAL PERMIT	11,244.94	
GENERAL PERMIT- ACCUM AMORT	(11,244.94)	
DEFERRED OUTFLOWS OF RESOURCES	4,778.00	
Total Assets	\$ 13,901,988.16	

**LIABILITIES AND RETAINED EARNINGS**

**Current Liabilities**

Total Current Liabilities		0.00
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**Long Term Liabilty**

BLAIRCO / MARTY'S MUSIC ESCROW	\$ 12,688.92	
NET PENSION LIABILITY	34,242.00	
DEFERRED INFLOWS OF RESOURCES	74,016.00	
Total Liabilities		120,946.92

**Retained Earnings**

FUND BALANCE	(206,976.69)	
RETAINED EARNINGS	13,891,011.29	
Net Income	97,006.64	
Total Retained Earnings		13,781,041.24
Total Liabilities & Retained Earnings	\$ 13,901,988.16	

## CAPITAL RESERVE FUND -NEW

## Income Statement

For the Ten Months Ending October 31, 2021

Account #	Description	Budget	Current Month	Y-T-D Actual	% of Budget	Remaining Budget
			REVENUES			
31/341/000	INTEREST EARNED	\$ 2,000.00	\$ 90.83	\$ 622.73	31.14	1,377.27
31/351/000	STATE GRANT REVENUES	0.00	0.00	140,615.66	0.00	(140,615.66)
31/351/120	ARPA GRANT	0.00	0.00	264,603.77	0.00	(264,603.77)
31/392/050	SALE OF TOWNSHIP REAL ESTATE	0.00	0.00	15,000.00	0.00	(15,000.00)
31/392/300	TRANSFER FROM GENERAL FUND	91,412.00	0.00	0.00	0.00	91,412.00
Total Revenues		93,412.00	90.83	420,842.16	450.52	(327,430.16)
			EXPENDITURES			
	TOWN HALL IMPROVEMENTS	59,000.00	0.00	17,190.00	29.14	41,810.00
31/409/745	POLICE	47,355.00	36,374.40	36,374.40	76.81	10,980.60
31/410/740	PAVING & SEALING PARKING LOTS	15,000.00	4,245.20	4,245.20	28.30	10,754.80
31/445/000	LIBRARIES - ARPA-ELIGIBLE	0.00	50,000.00	50,000.00	0.00	(50,000.00)
31/456/120	WELCOME SIGN	7,500.00	0.00	0.00	0.00	7,500.00
31/457/100						
Total Expenses		128,855.00	90,619.60	107,809.60	83.67	21,045.40
Transfers to Other Funds						
Total Transfers		0.00	0.00	0.00	0.00	0.00
Total Expenditures		128,855.00	90,619.60	107,809.60	83.67	21,045.40
Net Income/<Deficit>		\$ (35,443.00)	\$ (90,528.77)	\$ 313,032.56	(883.20)	(348,475.56)

UNAUDITED

CAPITAL RESERVE FUND -NEW  
Balance Sheet  
October 31, 2021

**ASSETS**

**Current Assets**

NORTHWEST SAVINGS BANK	\$	<u>1,014,099.96</u>	
Total Current Assets			1,014,099.96

**Other Assets**

Total Other Assets			<u>0.00</u>
Total Assets	\$	<u>1,014,099.96</u>	

**LIABILITIES AND FUND BALANCE**

**Current Liabilities**

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

**Fund Balance**

FUND BALANCE	\$	701,067.40	
Net Income		<u>313,032.56</u>	
Total Fund Balance			<u>1,014,099.96</u>
Total Liabilities & Fund Balance	\$	<u>1,014,099.96</u>	

MOTOR LICENSE FUND  
Income Statement  
For the Ten Months Ending October 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
<b>REVENUES</b>						
35/340/000	INTEREST	\$ 1,000.00	\$ 4.44	\$ 45.50	4.55	954.50
35/341/000	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00
35/355/000	LIQUID FUELS TAX ALLOCATION	115,000.00	0.00	120,309.78	104.62	(5,309.78)
35/355/050	LIQUID FUELS TAX ALLOCATION	0.00	0.00	0.00	0.00	0.00
35/360/000	MISC. RECIEPTS	3,000.00	0.00	2,323.83	77.46	676.17
35/391/000	REFUND OF PRIOR YEAR EXPENSES	0.00	0.00	0.00	0.00	0.00
35/392/000	INTERFUND OPERATING TRFS - IN	0.00	0.00	0.00	0.00	0.00
	<b>Total Revenues</b>	<b>119,000.00</b>	<b>4.44</b>	<b>122,679.11</b>	<b>103.09</b>	<b>(3,679.11)</b>
<b>EXPENDITURES</b>						
<u>Maintenance</u>						
35/430/200	MATERIALS & SUPPLIES	0.00	0.00	12.54	0.00	(12.54)
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	4,885.27	61.07	3,114.73
35/433/200	TRAFFIC SIGNS, MARKINGS, ETC	4,500.00	0.00	3,313.51	73.63	1,186.49
35/434/000	STREET LIGHTING	60,000.00	0.00	40,183.25	66.97	19,816.75
35/437/000	REPAIRS & MAINT. - EQUIPMENT	7,500.00	0.00	4,622.86	61.64	2,877.14
35/438/000	REPAIRS & MAINT. - STREETS	22,000.00	20,300.00	20,617.79	93.72	1,382.21
35/438/200	REPAIRS & MAINT. - BRIDGES	0.00	0.00	0.00	0.00	0.00
35/438/300	REPAIRS & MAINT. - STORM SEWER	21,000.00	0.00	0.00	0.00	21,000.00
	<b>Total Maintenance</b>	<b>123,000.00</b>	<b>20,300.00</b>	<b>73,635.22</b>	<b>59.87</b>	<b>49,364.78</b>
<u>Construction</u>						
35/439/000	HWY. CONSTRUCTION & REBUILDING	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
	<b>Total Construction</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Expenditures</b>	<b>123,000.00</b>	<b>20,300.00</b>	<b>73,635.22</b>	<b>59.87</b>	<b>49,364.78</b>
	<b>Net Income/&lt;Deficit&gt;</b>	<b>\$ (4,000.00)</b>	<b>\$ (20,295.56)</b>	<b>\$ 49,043.89</b>	<b>(1,226.10)</b>	<b>(53,043.89)</b>

UNAUDITED

MOTOR LICENSE FUND  
Balance Sheet  
October 31, 2021

**ASSETS**

**Current Assets**

CASH - PLGIT	\$	98,716.39	
CASH - PLGIT PRIME		96,989.14	
Total Current Assets			195,705.53

Total Assets	\$	195,705.53
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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	\$	146,661.64	
Net Income		49,043.89	
Total Fund Balance			195,705.53
Total Liabilities & Fund Balance	\$	195,705.53	

SEWER CAPITAL FUND  
Income Statement  
For the Ten Months Ending October 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
REVENUES						
30/341/000	INTEREST EARNED	\$ 7,000.00	\$ 156.13	\$ 2,354.87	33.64	4,645.13
30/391/000	TRANSFERS FROM SEWER FUND	0.00	0.00	0.00	0.00	0.00
30/395/000	TRANSFER FROM CAP RESERVE	0.00	0.00	0.00	0.00	0.00
30/399/000	TRANSFER FROM ESCROW	0.00	0.00	0.00	0.00	0.00
	Total Revenues	<u>7,000.00</u>	<u>156.13</u>	<u>2,354.87</u>	33.64	<u>4,645.13</u>
EXPENDITURES						
30/429/700	MISC	6,000.00	0.00	7,700.00	128.33	(1,700.00)
30/429/720	EQUIPMENT	0.00	36,150.00	36,150.00	0.00	(36,150.00)
30/429/730	VEHICLES	0.00	0.00	0.00	0.00	0.00
30/429/750	PLANT IMPROVEMENTS	15,000.00	0.00	0.00	0.00	15,000.00
30/490/000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
	Total Expenditures	<u>21,000.00</u>	<u>36,150.00</u>	<u>43,850.00</u>	208.81	<u>(22,850.00)</u>
	Net Income/<Deficit>	<u>\$ (14,000.00)</u>	<u>\$ (35,993.87)</u>	<u>\$ (41,495.13)</u>	296.39	<u>27,495.13</u>

UNAUDITED

SEWER CAPITAL FUND  
Balance Sheet  
October 31, 2021

**ASSETS**

**Current Assets**

CASH - PLGIT PRIME	\$	262,831.62	
INVESTMENTS - EDWARD JONES		539,866.78	
Total Current Assets			802,698.40

**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		\$	802,698.40
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**LIABILITIES AND CAPITAL**

**Current Liabilities**

Total Current Liabilities			0.00
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**Long-Term Liabilities**

Total Long-Term Liabilities			0.00
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Total Liabilities			0.00
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**Capital**

FUND BALANCE	\$	844,193.53	
Net Income		(41,495.13)	
Total Capital			802,698.40
Total Liabilities & Capital		\$	802,698.40

Unaudited

MS4 FUND  
INCOME STATEMENT  
FOR THE TEN MONTHS ENDING OCTOBER 31, 2021

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>Current Month</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
REVENUES						
40/341/000	INTEREST EARNED	\$ 1,000.00	\$ 26.57	174.56	17.46	825.44
40/350/000	MS4 FEES	110,000.00	9,630.18	89,227.75	81.12	20,772.25
40/399/000	TRANSFER FROM OTHER FUN	0.00	0.00	0.00	0.00	0.00
	TOTAL REVENUES	<u>111,000.00</u>	<u>9,656.75</u>	<u>89,402.31</u>	80.54	<u>21,597.69</u>
EXPENDITURES						
40/460/200	ADMINISTRATION	500.00	98.00	463.08	92.62	36.92
40/460/300	MISCELLANEOUS	2,500.00	0.00	500.00	20.00	2,000.00
40/460/310	CONSORTIUM PAYMENT	97,000.00	0.00	96,803.76	99.80	196.24
40/460/311	CONSORTIUM ADMIN. COSTS	0.00	0.00	0.00	0.00	0.00
40/460/312	ENGINEERING	5,000.00	554.75	554.75	11.10	4,445.25
40/490/000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
40/491/000	DISCOUNTS	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	<u>105,000.00</u>	<u>652.75</u>	<u>98,321.59</u>	93.64	<u>6,678.41</u>
	NET INCOME	<u>\$ 6,000.00</u>	<u>\$ 9,004.00</u>	<u>(8,919.28)</u>	(148.65)	<u>14,919.28</u>

UNAUDITED



MS4 FUND  
Balance Sheet  
October 31, 2021

ASSETS

Current Assets		
CASH - JBT CHECKING	\$	155,772.80
CASH - PLGIT PRIME		<u>100,227.64</u>
Total Current Assets		256,000.44
Property and Equipment		<u>                    </u>
Total Property and Equipment		0.00
Other Assets		<u>                    </u>
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>256,000.44</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
MS4 FEES HELD IN ESCROW	\$	<u>13,319.68</u>
Total Current Liabilities		13,319.68
Long-Term Liabilities		<u>                    </u>
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		13,319.68
Capital		
FUND BALANCE		251,600.04
Net Income		<u>(8,919.28)</u>
Total Capital		<u>242,680.76</u>
Total Liabilities & Capital	\$	<u><u>256,000.44</u></u>

GENERAL FUND  
Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
18367	ATT001	A T & T MOBILITY	352.79	352.79
18368	COV001	COVERALL SERVICE CO - HARRISBURG	495.00	495.00
18369	FIS001	CHERYL FISCHER	21.95	21.95
18370	GER003	KAREN GERHART	13.55	13.55
18371	PAW001	PENNSYLVANIA AMERICAN WATER CO	60.17	60.17
18372	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	27,506.58	27,506.58
18373	AMA001	AMAZON CAPITAL SERVICES	51.67	51.67
18374	COD001	CODE PUBLISHING INC.	350.00	350.00
18375	COM008	COMCAST	107.87	107.87
18376	COM009	COMMONWEALTH HEALTH & SAFETY T	220.00	220.00
18377	GRE001	GREATER LEB. REFUSE AUTHORITY	9,193.56	9,193.56
18378	KAP001	KAPP ADVERTISING SERVICE	249.60	249.60
18379	LEB002	LEBANON COUNTY D.E.S	1,200.00	1,200.00
18380	LOW001	LOWE'S COMPANIES, INC	283.10	283.10
18381	MED002	MEDIA ONE PA	71.24	71.24
18382	MET002	MET- ED	518.90 3,854.81 182.16	4,555.87
18383	MEY001	MEYER OIL COMPANY	412.78 604.26	1,017.04
18384	PA005	PA MUNICIPAL HEALTH INSURANCE CO	24,908.51	24,908.51
18385	PAO001	PA ONE CALL SYSTEM INC	27.01	27.01
18386	PAW001	PENNSYLVANIA AMERICAN WATER CO	1,314.13	1,314.13
18387	PRI001	PRINCIPAL MUTUAL LIFE INS. CO.	156,634.46	156,634.46
18388	RAP001	911 RAPID RESPONSE	24.90	24.90

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
18389	REI001	REILLY WOLFSON ATTORNEYS AT LAW	2,253.20	2,253.20
18390	SPO001	SSM GROUP, INC.	2,291.25 664.00 560.00	3,515.25
18391	TEL001	TELESYSTEM	393.92	393.92
18392	TSC001	TRACTOR SUPPLY CREDIT PLAN	119.99	119.99
18393	USP001	UNITED STATES POSTMASTER	1,012.00	1,012.00
18394	WBM001	W.B. MASON CO., INC.	52.82 73.17 25.56 5.02	10.12 146.45
18395	ALL004	ALL CITY MANAGEMENT SERVICES, INC	1,153.80	1,153.80
18396	CAP001	CAPITAL REGION COUNCIL OF GOV.	45.00	45.00
18397	CAR005	CARING CUPBOARD	200.00	200.00
18398	CDB001	CAMPBELL DURRANT, P.C.	287.00	287.00
18399	DOU001	DOURTE ELECTRIC, INC.	88.26	88.26
18400	GFL001	GFL ENVIRONMENTAL	185.75 12,720.00	12,905.75
18401	GRO001	GROFF TRACTOR & EQUIPMENT, LLC	18,872.13	18,872.13
18402	LEB030	LEBANON RESCUE MISSION	200.00	200.00
18403	LOW001	LOWE'S COMPANIES, INC	369.55	369.55
18404	MIL001	MILLER & BIXLER AUTO PARTS	307.10	307.10
18405	STA005	STATE WORKERS' INSURANCE FUND	775.00	775.00
18406	TSC001	TRACTOR SUPPLY CREDIT PLAN	179.99	179.99
18407	UGI001	UGI	27.79	27.79
18408	ZIM001	ZIMMEY'S AUTOMOTIVE	81.20	81.20
18409	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	28,075.08	28,075.08

GENERAL FUND  
Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
18410	CEN006	CENTRAL PA TECHNOLOGIES	2,067.36	2,067.36
18411	CRY001	CRYSTAL SPRINGS	79.89	79.89
18412	DEA001	DEARBORN LIFE INSURANCE CO	151.50	151.50
18413	GFL001	GFL ENVIRONMENTAL	2,533.19	2,533.19
18414	MET002	MET- ED	183.32 65.26 38.90 33.08 71.29 56.89 33.25 26.70 49.53 47.07	605.29
18415	POW002	LESLIE POWELL	200.00	200.00
18416	RAP001	911 RAPID RESPONSE	15.90	15.90
18417	WBM001	W.B. MASON CO., INC.	37.34	37.34
Total			305,368.05	305,368.05

# SEWER FUND

## Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
14286	ANN004	ANNVILLE TWP PENNVEST ACCOUNT	65,820.77	65,820.77
14287	ATT001	AT&T MOBILITY	188.36	188.36
14288	GER002	KAREN GERHART	151.21	151.21
14289	PAW002	P A W C	251.38	251.38
14290	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	12,968.51	12,968.51
14291	AMA001	AMAZON CAPITAL SERVICES	58.20	58.20
14292	CIT001	CITY OF LEBANON AUTHORITY	85.05	85.05
14293	COR003	CPE	785.61	785.61
14294	EAS001	E.P.W.P.C.O.A., INC.	160.00	160.00
14295	LOW001	LOWE'S COMPANIES, INC.	59.70 283.10 53.01	395.81
14296	MAT002	MATERIAL MATTERS, INC	1,500.00	1,500.00
14297	MEY001	MEYER OIL COMPANY	227.89	227.89
14298	MSC001	MSC INDUSTRIAL SUPPLY CO INC	27.56	27.56
14299	PAM001	PA MUNICIPAL HEALTH INSURANCE COOP	20,435.67	20,435.67
14300	PAW001	AMERICAN WATER	81.60	81.60
14301	POL001	POLLU-TECH,INC.	10,005.00	10,005.00
14302	PRI001	PRINCIPAL MUTUAL LIFE INS CO	42,822.54	42,822.54
14303	REI003	REILLY WOLFSON ATTORNEYS AT LAW	900.00	900.00
14304	SUB001	SUBURBAN WATER TESTING LAB INC	135.00	

**SEWER FUND**

## Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
			85.00	
			85.00	
			25.00	
				330.00
14305	TEL002	TELESYSTEM	152.26	
				152.26
14306	USP001	U.S. POSTMASTER	749.00	
				749.00
14307	AMA001	AMAZON CAPITAL SERVICES	143.99	
			93.43	
				237.42
14308	AME005	AMERIGREEN INC.	4,848.74	
				4,848.74
14309	DOU001	DOURTE ELECTRIC, INC.	2,169.99	
				2,169.99
14310	LOO001	RONALD LOOKENBILL	29.00	
				29.00
14311	LOW001	LOWE'S COMPANIES, INC.	369.55	
				369.55
14312	SUB001	SUBURBAN WATER TESTING LAB INC	95.00	
			70.00	
				165.00
14313	THO001	THOMAS SCIENTIFIC LLC	308.02	
			55.50	
			776.04	
				1,139.56
14314	WAL001	WALMART	63.89	
				63.89
14315	WEL001	WELLSPAN OCCUPATIONAL HEALTH	35.00	
				35.00
14316	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	13,534.20	
				13,534.20
14317	AMA001	AMAZON CAPITAL SERVICES	39.95	
				39.95
14318	ANN001	ANNVILLE TOWNSHIP GENERAL FUND	29,301.57	
				29,301.57
14319	ANN007	ANNVILLE TOWNSHIP MS4 FUND	9,630.18	
				9,630.18
14320	DEA002	DEARBORN LIFE INSURANCE CO	60.00	
				60.00

**SEWER FUND**

## Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
14321	LOW001	LOWE'S COMPANIES, INC.	10.41	10.41
14322	MET001	MET-ED	6,534.28	6,534.28
14323	PAW001	AMERICAN WATER	81.79 60.00	141.79
14324	SUB001	SUBURBAN WATER TESTING LAB INC	70.00	70.00
14325	UMB001	UMBERGERS OF FONTANA, INC.	47.92	47.92
14326	WEL001	WELLSPAN OCCUPATIONAL HEALTH	35.00	35.00
<b>Total</b>			<u>226,559.87</u>	<u>226,559.87</u>

CAPITAL RESERVE FUND -NEW  
Cash Disbursements Journal

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

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
10/8/21	1224	31/200/000	Invoice: 111680	2,936.40	
		31/102/000	B. MOYER RADIO		2,936.40
10/15/21	1225	31/200/000	Invoice: 2021	50,000.00	
		31/102/000	CAMPAIGN ANNVILLE FREE LIBRARY		50,000.00
10/15/21	1226	31/200/000	Invoice: 396	4,245.20	
		31/102/000	PA ASPHALT		4,245.20
10/25/21	1227	31/200/000	Invoice: 10/19/21	33,438.00	
			INVOICE		
		31/102/000	MAGUIRE'S FORD		33,438.00
	Total			90,619.60	90,619.60



MOTOR LICENSE FUND  
Cash Disbursements Journal

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

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
10/1/21	236	35/200/000	Invoice: JULY 2021	4,493.12	
		35/200/000	Invoice: AUGUST 2021	8,366.46	
		35/200/000	Invoice: SEPTEMBER 2021	4,589.53	
		35/108/000	ANNVILLE TOWNSHIP GENERAL FUND		17,449.11
10/25/21	237	35/200/000	Invoice: 21505	20,300.00	
		35/108/000	HOFFER PAVING INC		20,300.00
	Total			37,749.11	37,749.11

**SEWER CAPITAL FUND**  
**Cash Disbursements Journal**  
**For the Period From Oct 1, 2021 to Oct 31, 2021**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
10/8/21	118	30/200/000	Invoice: 73127	36,150.00	
		30/108/000	ENVIREP, INC.		36,150.00
	<b>Total</b>			<u>36,150.00</u>	<u>36,150.00</u>

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

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
10/8/21	2003	40/200/000	Invoice: 0270068	554.75	
		40/101/000	SSM GROUP, INC.		554.75
10/8/21	2004	40/200/000	Invoice: 10/08/21	98.00	
			INVOICE		
		40/101/000	U.S. POSTMASTER		98.00
	Total			<u>652.75</u>	<u>652.75</u>

## Permits Report

Month of October 2021

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

### Tapping Fees

### Zoning Permits

#45-21	Michael Ulrich	Other	Fence
#46-21	Ronald Jr. and Alana Kirby	Other	Demo detached garage
#47-21	Annville Free Library	Other	Demo shed
#48-21	Lisa and Jeffrey Browning	Add to a Structure	Roof over porch
#49-21	Synergy Health Development Pennsylvania, LLC	Erect a New Structure/ Other	Medical Office/ Demo SFD
#50-21	Daewoo and Yeager, LLC	Add to a Structure	Solar panels
#51-21	Dian Jaramillo Bustos and Wladir Valdermma	Erect a New Structure	Shed
#52-21	Franklin Jr. and Carol Town	Other	Fence

### Curb/Sidewalk Permits

### Street-Cut Permits

#2021-15	UGI Utilities Inc.	120 N. College Ave.	Install gas service
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### Burn Permit

**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 immediately following 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 and to discuss personnel matters.

**PC:** Nothing to report this month.

**Historic Architectural Review Board (HARB):** Mr. Embich reviewed the HARB Report for October 2021, a copy of which is attached hereto and made a part of these minutes.

**Wage & Salary:** Mr. Yingst reported the Wage & Salary Committee might be meeting later in the month.

**Municipal Separate Storm Sewer System (MS4):** Mr. Embich reviewed the MS4 Report for October 2021, 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 October 2021, a copy of which is attached hereto and made a part of these minutes. Per a question from Mr. Wolfe, Mr. Embich noted he was aware the GLRA moved the location of its electronics recycling facility, describing the new location for this as well as for the composting site.

**Fire Department:** Mr. Lively reported the UHC would be conducting a boot drive on December 4, 2021. He also reported that 11 probationary members had been added to the Fire Department, and he shared information on the members who will be assuming financial responsibilities at the UHC due to the recent resignation of its financial secretary. Per a question from Mr. Lively, Mr. Hartman reported that the merger process between the UHC and CFC was going well and was currently in the hands of the attorney who is assisting with this, and it is hoped the merger will be completed sometime during the first three months of 2022.

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

**OLD BUSINESS:**

**Community Development Block Grant (CDBG):** Mr. Yingst reported the West Church Street curb ramp upgrade project was nearing completion. He also reported on a conversation he had with a property owner concerning possible damage to his property related to the work on this project and he provided the contractor's contact info to him.

**Cable Franchise Renewal:** Nothing to report this month.

T. Embich reports: 11-03-2021 BOC

Thomas Embich

Agenda Items: VIII – C, E, F

Date: October 28, 2021 report for November 03, 2021 Meeting

## **Item VIII- C: HISTORIC ARCHITECTURAL REVIEW BOARD**

1. The October meeting was cancelled.

Next meeting of HARB is scheduled for November 15.

**ACTION: None.**

## **Item VIII –E: Stormwater management**

1. A combination Zoom and onsite meeting at North Lebanon Board Room was held for the October 19 meeting of the LCS Consortium; Embich attended for Annville Township. Bills approved for payment totaled \$40,887.15 for project work by SESI. Fulton Bank MS4 fund balance is \$3,549,638.41, as of 9/30/2021.
2. Next LCSC meeting is scheduled for November 16, 10:00 AM; the next LCCWA meeting is scheduled for February 22, 2022, 10 to 11:30 AM. Options for live attendance at North Lebanon Town Hall/Zoom/call-in for the LCSC and Zoom only for LCCWA.
3. Annville (delegate Embich) attended the LCCWA Zoom meeting on Oct. 26, 2021. Upcoming workshops were noted for Lebanon-Lancaster re the upcoming changes proposed by PA DEP to the Model Stormwater Ordinance; the paid ad in the LebTown News was Aug. 12 for best management of residential stormwater; a list of the BMPs and MCMs which pertain to education will be used as a guide to activities in 2022. PA DEP has targeted methods of measuring the “effectiveness” of education efforts during recent MS4 audits, so measurement methods are another focus for 2022.

## **ITEM VIII- F: GLRA (GREATER LEBANON REFUSE AUTHORITY)**

1. All minutes and reports are available at <http://www.goglra.org/DocumentCenter/Home/View/> . Next meeting: November 03, 2021, 7PM at GLRA or by Zoom; Joe Viozzi to attend.
2. Key points: None to report.

**Welcome Sign:** Nothing to report this month.

**LVC Financial Contribution Agreement:** It was suggested this be discussed later in the meeting.

**Connected Together Annville:** Mr. Perrotto suggested this be removed from the agenda going forward.

**Jones and East Maple Streets Stormwater Evaluation:** Mr. Yingst reported the Jones and East Maple Streets stormwater evaluation report was anticipated to be received later in the month.

**RSA:** Mr. Yingst reported the initial meeting for the State Route 934 RSA was held on October 19, 2021, with representatives from the Township, other municipalities, the school district, the Pennsylvania Department of Transportation, and other stakeholders in attendance. He noted that challenges and concerns along this corridor were discussed at this meeting, which also included onsite visits to some of the locations for observation purposes. Mr. Yingst reported a follow-up meeting was scheduled for November 15, 2021 to discuss possible solutions to these challenges and concerns, with an overall RSA report to be issued sometime thereafter.

**Draft Ordinance – 2022 Tax Levy and Appropriations:** Mr. Yingst reported the proposed 2022 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.

**NEW BUSINESS:**

**Establish 2022 Meeting Dates and Times:** Mr. Yingst noted the Commissioners were provided with tentative 2022 meeting dates and times for the Board of Commissioners, Township Authority, PC, and HARB. **MOTION** by Mr. Embich, second by Mr. Hoover to approve the 2022 meeting dates and times as presented and to authorize the Township Administrator to advertise same. Motion carried unanimously.

**Renewal of Township Employees' Workers' Compensation Policy:** Mr. Yingst presented the renewal proposal for the Township employees' workers' compensation policy through Susquehanna Municipal Trust (SMT) for 2022 at an annual premium of \$53,953. **MOTION** by Mr. Lively, second by Mr. Perrotto to approve the renewal of the Township employees' workers' compensation policy through SMT for 2022 as presented. Motion carried unanimously.

**2021-2022 Humane Society of Lebanon County Stray Housing Agreement:** Mr. Yingst reported a stray housing agreement had been received from the Humane Society of Lebanon County. The agreement runs from October 1, 2021 through September 30, 2022 and would charge the Township a flat annual fee of \$350. This fee is based upon the number of unclaimed stray animals picked up in Annville Township and deposited at the Humane Society over the previous fiscal year. **MOTION** by Mr. Lively, second by Mr. Embich to approve the 2021-2022 stray housing agreement with the Humane Society of Lebanon County for an annual fee of \$350 and to authorize its execution by the appropriate Township officials. Motion carried unanimously.

**Creek Cleanup:** Mr. Embich reported he was looking into the possibility of volunteer environmental groups doing cleanup along Quittaphailla Creek. He also noted he believed North Cornwall Township had an ordinance in place requiring property owners who are adjacent to a creek to remove any debris in the creek that originates from their property, and he would be researching that, as well. Mr. Perrotto noted the QPC used students from LVC to assist them with cleanup and clearing trails in QCNP and that might be a possible resource. Mr. Lively recalled participating in a voluntary cleanup of the creek years ago when he first moved to Annville.

**2021 Carol Stewart Award:** Mr. Lively encouraged the Commissioners to consider submitting nominations for the 2021 Carol Stewart Award for Outstanding Service to Annville Township, as the deadline for doing so was November 15, 2021.

**CORRESPONDENCE:** The Board was informed of the following items of correspondence received since its October 2021 Regular Meeting:

**Lebanon Rescue Mission Donation:** Mr. Yingst shared a thank you note received from the Lebanon Rescue Mission expressing its appreciation to the Township for its donation in 2021.

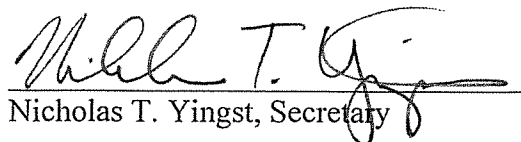
**AFL Capital Campaign Donation:** Mr. Yingst shared a thank you note received from the AFL expressing its appreciation to the Township for its capital campaign donation in 2021.


**PAY BILLS: MOTION** by Mr. Perrotto, 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 8:07 PM. The Regular Meeting was reconvened at 9:28 PM with the five Commissioners, Mr. Yingst, Chief Dugan, and Mr. Lamoureux present.

**LVC Financial Contribution Agreement: MOTION** by Mr. Perrotto, second by Mr. Hoover to (1) authorize the Township Solicitor to negotiate with LVC's attorney on the details of the financial contribution agreement between the Township and LVC and (2) approve said financial contribution agreement contingent upon the Township Solicitor's satisfactory review and opinion of same. 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 9:29 PM.

  
Nicholas T. Yingst, Secretary

  
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Rex A. Moore, President