

**ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS  
FEBRUARY 1, 2022 AMENDED AGENDA**

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

Announced Visitors:   None

- I.       Call to Order – 7:00 PM
- II.       Pledge of Allegiance
- III.       Approval of Agenda
- IV.       Recognition of Visitors and Opportunity for Public Comment
- V.       Approval of Minutes
  - A.   January 3, 2022 Regular Meeting
- VI.       Reports of Standing Committees
  - A.   Public Works
  - B.   Public Safety
  - C.   Property
    - Town Hall Improvements Project
  - D.   Parks & Recreation
  - E.   Finance
  - F.   Permits
  - G.   Annvile Activities
- VII.       Reports of Special Committees
  - A.   Executive Sessions
  - B.   Planning Commission
    - Release of Financial Security for the Moore Preliminary/Final Land Development Plan\*\*\*
    - Lebanon Valley College School of Nursing Building Preliminary/Final Land Development Plan Reapproval
  - C.   Historic Architectural Review Board (HARB)
  - D.   Wage & Salary
    - Employee Performance Evaluation Review and Recommendation for Employment Status Change
  - E.   Municipal Separate Storm Sewer System (MS4)
  - F.   Greater Lebanon Refuse Authority (GLRA)
  - G.   Fire Department
    - Receipt of 2021 IRS Form 990 for the Fire Department and Request for Release of Portion of 2022 Annual Donation
- VIII.       Old Business
  - A.   Community Development Block Grant (CDBG)
  - B.   Cable Franchise Renewal
  - C.   Welcome Sign
  - D.   Road Safety Audit
  - E.   Revisions to Wireless Facilities Regulations
- IX.       New Business
  - A.   Proposed Resolution – Consenting to the Use of Electronic Signatures for the Keystone Library Grant
  - B.   “Jake” Brake Disturbance Along State Route 934

- C. American Rescue Plan Act (ARPA) Reporting Designations
- D. Landline Telephone System Hardware and Software Obsolescence

X. Correspondence

- A. Thank You Notes From Local Environmental Organizations

XI. Pay Bills

XII. Adjournment

\*\*\* = Added to the agenda by majority vote of the Board of Commissioners on February 1, 2022.

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
February 1, 2022**

The February Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on February 1, 2022 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; Dean Wolfe, West Main Street; Gino Frattaroli, West Queen Street; and Douglas Hartman and Robert Moyer, Cleona Borough Council.

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. Perrotto, second by Mr. Lively to approve the agenda as amended by adding "Release of Financial Security for the Moore Preliminary/Final Land Development Plan" to the agenda as an item for possible action due to correspondence regarding this having been received from the Township Engineer following the posting of the agenda. Motion carried by a vote of four to zero with Mr. Lively, Mr. Embich, Mr. Hoover, and Mr. Perrotto voting in favor of the motion and President Moore recusing himself from the vote, his explanation for doing so being attached hereto and made a part of these minutes.

**RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:** President Moore provided an opportunity for public comment and the following comments were noted:

**Boundaries of South Birch Street:** Mr. Frattaroli was recognized for public comment and he asked for clarification on the boundaries of South Birch Street to the west of his property. He noted he has a disagreement with the property owner to the west of the alley on its boundaries and, as this is causing difficulties regarding his use of the alley for large vehicles he owns, he shared he had a survey completed on the alley's dimensions. He asked what the next step would be and Mr. Lamoureux suggested Mr. Frattaroli could provide the pertinent documents to him and the latter agreed to do so. Mr. Frattaroli then left the meeting at 7:15 PM.

**APPROVAL OF MINUTES:**

**January 3, 2022 Regular Meeting:** MOTION by Mr. Lively, second by Mr. Hoover to approve the minutes of the Regular Meeting held January 3, 2022 as presented. Motion carried unanimously.

**REPORTS OF STANDING COMMITTEES:**

**Public Works:** The Public Works Report for January 2022 was reviewed, a copy of which is attached hereto and made a part of these minutes.

**Public Safety:** The Police Statistical Report for January 2022 was reviewed, which included information on calls responded to in South Annville Township over the past month. The Civil

**CONFLICT OF INTEREST  
ABSTENTION MEMORANDUM**

**TO:     Annville Township Secretary  
         Annville Township**

**FROM:**Rex Moore**, Annville Township Commissioner**

**DATE:**February 1, 2022

Pursuant to the Pennsylvania Public Official and Employee Ethics Law, I hereby declare that I abstain from voting regarding the following issue/motion:

- ① Approval of amended agenda to add the release of financial security for Moore plan
- ② Approval of release of financial security for Moore plan

My reason/conflict for abstaining from voting is as follows:

Note pertains to my property / I am an officer of RVMore, LLC



Signature  
Commissioner  
Annville Township

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

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### **WORK DONE FOR JANUARY 2022**

- (1) **LIGHTS** We repaired 2 downtown lights.
- (2) **TREES** We picked 98 Christmas trees up and we will chip them in the next couple of weeks.
- (3) **VEHICLE MAINT** Started to service equipment.
- (4) **MS4** We will be starting the annual inspection of the storm sewer system in the next couple of weeks.
- (5) **PLOWING** Spent 51 hrs. plowing this month.
- (6) **SALTING** Spent 31 hrs. in Annville and used 37-tons salt.  
Spent 20 hrs. in Cleona and used 39-tons salt.
- (7) **DWNTN SIDEWALKS** Spent 14 hrs. on snow removal and salting in the downtown area.
- (8) **POTHOLE**s Ran town for some big potholes that we will be putting cold patch in next week when it warms up a little.
- (9) **PARK** Spent 12 hrs. in the park. We were installing 2 new benches and repaired 8 benches with new wood and will finish bench repairs, mulching, and storm pipe work as soon as weather permits us to.

Respectfully submitted,  
Les Powell

Service Commission minutes from its January 3, 2022 meeting were also acknowledged as having been received by the Board, copies of which are attached hereto and made a part of these minutes.

**Property:** The following item was addressed:

**Town Hall Improvements Project:** Mr. Hoover and Mr. Yingst reported on meetings over the past month with Douglas Hartman regarding the scope of the Town Hall improvements project. In particular, it was noted the current women's bathroom was proposed to be converted into a break room/conference room, and this would greatly benefit from moving the wall between this room and the Commissioners' meeting room further into the latter's space. The Commissioners were asked for their input on this and there was consensus the wall should be moved approximately four feet into the Commissioners' meeting room so it would be flush with the existing portion of wall in the Commissioners' meeting room that has the entrance to the hallway.

**Parks & Recreation:** Mr. Perrotto reported he attended the January meeting of the Quittie Park Committee (QPC). He shared the QPC would be acquiring stone for the portion of the park that is east of South Spruce Street and the Public Works Department would assist with applying this stone. He also shared that mulch would be delivered for the main trail in the park as well as for the Richter trail, and the Public Works Department would assist with placing the mulch along the trail at intervals which QPC volunteers would then spread along them.

**Finance:** Mr. Embich reviewed the Finance Report for January 2022, highlighting the total income and expenses through the first month of the year. A copy of the report is attached hereto and made a part of these minutes.

**Permits:** The Permits Report for January 2022 was reviewed, a copy of which is attached hereto and made a part of these minutes.

**Annville Activities:** Mr. Hoover reported he attended an idea session of the Historic Old Annville Day (HOAD) Committee the prior month via Zoom and another meeting was scheduled for later in February. In particular, he noted there was a suggestion to have hot air balloon rides during HOAD on the Annville Elementary School field just west of the school building pending approval by the School District.

**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 an Executive Session was held immediately prior to the evening's meeting to consult with counsel about active litigation pertaining to Lebanon County Court of Common Pleas Action No. 2020-00078 in the matter of Kristofer H. Gacono and Christine R. Gacono v. Michael R. Semrau and Melanie Semrau and Annville Township and discussing labor negotiations.

**Planning Commission:** Mr. Perrotto brought the following items to the Board for consideration:



**ANNVILLE TOWNSHIP  
POLICE  
MONTHLY REPORT  
January 2022**



• CALLS FOR SERVICE	222
• ORDINANCE VIOLATIONS	
1. ABANDONED VEHICLE	1
2. BURNING	1
3. DOG	1
4. FIREWORKS	1
5. NOISE	2
6. PARKING	3
• CRIMINAL ARRESTS	02
○ ADULT	02
○ JUVENILE	00
• ASSEMBLY/DEMONSTRATION	1
• TOTAL TRAFFIC CITATIONS	20
• TOTAL TRAFFIC WARNINGS	19
• TOTAL NON-TRAFFIC CITATIONS	00
• TOTAL VEHICLE ACCIDENTS	13
○ REPORTABLE	7
○ NON-REPORTABLE	4
○ HIT & RUN	2
• PARKING TICKETS ISSUED	0

**Annville Accidents**

418 EAST MAIN STREET

422/934

EAST MAIN & MANHEIM STREETS

SOUTH MANHEIM & EAST QUEEN STREETS

400 BLOCK EAST MAIN STREET

934 & SHERIDAN AVENUE

200 BLOCK EAST MAIN STREET

**South Annville Accidents**

816 LOCUST ROAD

500 BLOCK SOUTH WHITE OAK STREET

MOUNT WILSON ROAD & LAKE DRIVE

918 MOUNT WILSON ROAD

1700 BLOCK HORSESHOE PIKE

1800 BLOCK HOSESHOE PIKE

# Annville Township Police Department

## MONTHLY REPORT JANUARY 2022

### Total Calls by Call Type From: 1/1/2022 - 1/27/2022

<u>Call Type</u>	<u>Total Calls</u>
AMBULANCE CALL	51
TRAFFIC ENFORCEMENT - CITATION	20
TRAFFIC ENFORCEMENT - WARNING	19
ASSIST OTHER POLICE	12
BACKGROUND INVESTIGATION	10
ACCIDENT, REPORTABLE	9
DOMESTIC DISPUTE	7
CHECK ON WELL BEING	6
HARASSMENT	5
ACCIDENT, NON-REPORTABLE	4
SUSPICIOUS VEHICLE	4
ALARMS	3
ANIMAL COMPLAINT	3
FOOT PATROL - POLICE	3
PARKING COMPLAINT	3
SUSPICIOUS PERSON	3
TRESPASS	3
ACCIDENT, HIT & RUN	2
ASSIST MOTORIST	2
CIVIL MATTER	2
DRIVING COMPLAINT	2
FIRE CALL	2
MEGAN'S LAW NOTIFICATION	2
NEIGHBORHOOD DISPUTE	2
NOISE COMPLAINT	2
PARKING- GENERAL INFO	2
PFA ORDER	2
POLICE INFORMATION	2
SCAM - PHONE - MAIL ETC	2
SIDEWALK/SNOW-ORDINANCE	2
SUSPICIOUS ACTIVITY	2
VEHICLE COMPLAINT	2
ABANDONED VEHICLE	1
ASSEMBLY/DEMONSTRATION	1
ASSIST OTHER AGENCY	1
BURNING - COMPLAINT	1
BUSINESS UPDATE	1
CHILD CUSTODY	1
CHILD WELFARE INVESTIGATION	1
CRIMINAL MISCHIEF	1
DOG COMPLAINT	1
DRUG VIOLATION	1
DUI	1
FALSE BURGLAR ALARM	1



FIREWORKS COMPLAINT	1
HUNTING COMPLAINT	1
IDENTITY THEFT	1
JUVENILE COMPLAINT	1
LOST & FOUND	1
LVC GENERAL INFORMATION	1
MENTAL HEALTH	1
MISCELLANEOUS	1
PFA ORDER VIOLATION	1
STALKING	1
THEFT - FROM MOTOR VEHICLE	1
TRAFFIC CONTROL - FUNERAL	1
TRAFFIC HAZARD	1
TRESPASS LETTERS	1
WIRES DOWN	1
<b>Total Calls:</b>	<b>222</b>

**ANNVILLE TOWNSHIP  
CIVIL SERVICE COMMISSION**

**P.O. Box 178 • Annaville, PA • 17003-0178**

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**(717) 867-4476 • FAX (717) 867-0916**

January 3, 2022

A meeting of the Civil Service Commission was called to order on January 3, 2022 at 10:15 AM in the Commissioners' Meeting Room of Annaville Town Hall, 36 North Lancaster Street, Annaville, PA 17003.

In attendance were Civil Service Commission members Allen Yingst, Thomas Shott, and Michael Miller; Civil Service Commission Alternate Scott Long; Chief of Police Bernard Dugan; Police Department Administrative Assistant Michelle Enterline; and Township Commissioner Rex Moore.

Mr. Moore administered the oath of office to the members of the Civil Service Commission and the Civil Service Commission Alternate.

The Civil Service Commission reviewed the following items presented:

The election of officers for 2022 through 2023 was held. On a motion by Mr. Shott and a second by Mr. Miller, a motion was passed electing Allen Yingst as Chairman. On a motion by Mr. Yingst and a second by Mr. Shott, a motion was passed electing Michael Miller as Secretary. On a motion by Mr. Miller and a second by Mr. Yingst, a motion was passed electing Thomas Shott as Vice Chairman.

The minutes of the previous meeting were approved on a motion by Mr. Shott, second by Mr. Yingst; motion passed.

The Civil Service Commission meeting went into recess to go into Executive Session at 10:17 AM; the meeting resumed at 10:32 AM and the Civil Service Commission resumed by reviewing the candidates for Police Officer for the period from May 3, 2021 through August 31, 2021.

Motion by Mr. Shott, second by Mr. Yingst to remove Caleb Rice, Ethan Powell, and Jared Mahosky from consideration due to those candidates having withdrawn their applications; motion passed.

Motion by Mr. Miller, second by Mr. Shott to disqualify the following due to those candidates having failed to return the background packets or failed to respond timely or fully: Victoria Walton, David Lawrence, Nathan Moyer, Scott Musselman, Andrew Myers, Raphael Rivera, Amy Sheaffer, Julio Alvarez, and Amanda Hammer; motion passed.

Motion by Mr. Shott, second by Mr. Miller to remove Jamison Ansel from consideration based on the background investigation. Motion passed.

Motion by Mr. Shott, second by Mr. Miller to remove Chris Davis from consideration based on the background investigation. Motion passed.

Motion by Mr. Miller, second by Mr. Shott to remove Brian Gossert from consideration based on the background investigation. Motion passed.

Motion by Mr. Miller, second by Mr. Shott to remove Michael Layton-Herron from consideration based on the background investigation. Motion passed.

Motion by Mr. Miller, second by Mr. Shott to remove Justin Ruhl from consideration based on the background investigation. Motion passed.

The Civil Service Commission then reviewed the candidates for Police Officer for the period from September 1, 2021 through December 31, 2021.

Motion by Mr. Shott, second by Mr. Miller to disqualify Drew Gensimore, Melanie Su, Brett Boyer, Haden Landis, Nicolas Morrow, Raphael Rivera, and Eric Wilson due to those candidates having failed to return the background packets or failed to respond timely or fully and to remove Thomas Schmoyer from consideration due to having withdrawn his application. Motion passed.

There being no further action to be considered by the Civil Service Commission, the meeting was then adjourned at 10:35 AM by a unanimous vote following a motion by Mr. Shott and a second by Mr. Miller.

Submitted by Michael Miller, Secretary

January 3, 2022

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the One Month Ending January 31, 2022

<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	\$ 896,124.00	\$ 0.00	\$ 0.00	0.00	896,124.00
01/301/400	R/E TAXES - DELINQUENT	26,000.00	49.51	49.51	0.19	25,950.49
	Subtotal	922,124.00	49.51	49.51	0.01	922,074.49
01/310/100	REALTY TRANSFER TAX	61,000.00	0.00	0.00	0.00	61,000.00
01/310/210	EARNED INCOME TAX - CURRE	420,000.00	15,100.00	15,100.00	3.60	404,900.00
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	1,200.00	1,200.00	1.18	100,800.00
	Total Taxes	1,505,574.00	16,349.51	16,349.51	1.09	1,489,224.49
<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	0.00	0.00	0.00	100.00
01/320/700	LICENSE - RESIDENTIAL RENTA	9,000.00	1,350.00	1,350.00	15.00	7,650.00
01/320/800	LICENSE - CABLE TV FRANCHIS	36,000.00	0.00	0.00	0.00	36,000.00
01/320/810	LICENSE - CURB/SIDEWALK	150.00	0.00	0.00	0.00	150.00
01/320/820	LICENSE - STREET ENCROACH	8,000.00	0.00	0.00	0.00	8,000.00
01/320/900	LICENSE - PLUMBING/EXCAVA	1,200.00	775.00	775.00	64.58	425.00
	Subtotal	54,475.00	2,125.00	2,125.00	3.90	52,350.00
<u>Fines &amp; Costs</u>						
01/330/110	FINES - VEHICLE CODE (PSP)	2,000.00	0.00	0.00	0.00	2,000.00
01/330/120	FINES - TWP. ORD. (DISTR MAG)	18,000.00	604.41	604.41	3.36	17,395.59
01/330/130	FINES - TWP. ORD. (PARKING)	4,000.00	25.00	25.00	0.63	3,975.00
01/330/150	FINES - CO. CLERK OF CRTS/PR	8,000.00	695.19	695.19	8.69	7,304.81
	Subtotal	32,000.00	1,324.60	1,324.60	4.14	30,675.40
<u>Interest &amp; Rent</u>						
01/340/000	INTEREST	3,250.00	144.54	144.54	4.45	3,105.46
	Subtotal	3,250.00	144.54	144.54	4.45	3,105.46
<u>Intergovernmental Revenues (Grants)</u>						
01/350/000	INTERGOV'T. REVENUES (GRA	127,813.00	0.00	0.00	0.00	127,813.00
	Subtotal	127,813.00	0.00	0.00	0.00	127,813.00
<u>Subdivision / Land Development Fees</u>						
01/361/000	SUBDIVISION/LAND DEVELOP.	300.00	0.00	0.00	0.00	300.00
	Subtotal	300.00	0.00	0.00	0.00	300.00
<u>Trash Collection Fees</u>						
01/364/000	TRASH COLLECTION FEES	401,000.00	26,767.19	26,767.19	6.68	374,232.81
	Subtotal	401,000.00	26,767.19	26,767.19	6.68	374,232.81
<u>Miscellaneous Income</u>						
01/380/000	ADMINISTRATIVE FEES	5,200.00	1,050.00	1,050.00	20.19	4,150.00
01/381/500	DONATIONS	29,300.00	0.00	0.00	0.00	29,300.00
01/384/000	CONTRACTED SERVICES INCO	71,250.00	13,500.00	13,500.00	18.95	57,750.00
01/387/000	FINANCIAL CONTRIBUTION AG	46,500.00	0.00	0.00	0.00	46,500.00
01/391/000	REFUND PRIOR YR EXPEND	6,000.00	0.00	0.00	0.00	6,000.00

UNAUDITED

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the One Month Ending January 31, 2022

<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>
		158,250.00	14,550.00	14,550.00	9.19	143,700.00
<u>Transfers from Other Funds</u>						
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	\$ 2,282,662.00	\$ 61,260.84	\$ 61,260.84	2.68	2,221,401.16

EXPENDITURES

**General Government**

Administration

01/400/110	SALARIES - COMMISSIONERS	\$ 9,375.00	\$ 0.00	\$ 0.00	0.00	9,375.00
01/400/120	SALARIES & WAGES - TWP. OFF	81,502.00	5,697.37	5,697.37	6.99	75,804.63
01/400/200	MATERIALS & SUPPLIES	5,000.00	279.82	279.82	5.60	4,720.18
01/400/210	RENTAL LICENSE EXPENSES	2,700.00	0.00	0.00	0.00	2,700.00
01/400/300	MISCELLANEOUS EXPENSE	5,700.00	2,207.40	2,207.40	38.73	3,492.60
01/400/310	LEGAL/AUDIT SERVICES	51,638.00	900.00	900.00	1.74	50,738.00
01/400/320	TELEPHONE	3,730.00	236.51	236.51	6.34	3,493.49
01/400/340	ADVERTISING & PRINTING	5,700.00	757.68	757.68	13.29	4,942.32
01/400/343	CODIFICATION	1,500.00	0.00	0.00	0.00	1,500.00
	Subtotal	166,845.00	10,078.78	10,078.78	6.04	156,766.22

Treasurer / Tax Collector

01/402/200	MATERIALS & SUPPLIES	1,300.00	0.00	0.00	0.00	1,300.00
01/402/350	BOND PREMIUM	1,050.00	465.00	465.00	44.29	585.00
	Subtotal	2,350.00	465.00	465.00	19.79	1,885.00

Municipal Building

01/409/145	CONTRACTED CUSTODIAL SER	6,090.00	495.00	495.00	8.13	5,595.00
01/409/200	MATERIALS & SUPPLIES	600.00	0.00	0.00	0.00	600.00
01/409/360	FUEL, LIGHT, WATER & SEWER	12,700.00	591.68	591.68	4.66	12,108.32
01/409/370	REPAIRS & MAINTENANCE - BL	2,300.00	84.92	84.92	3.69	2,215.08
01/409/740	CAPITAL EXPEND	12,500.00	0.00	0.00	0.00	12,500.00
	Subtotal	34,190.00	1,171.60	1,171.60	3.43	33,018.40

Total General Government	203,385.00	11,715.38	11,715.38	5.76	191,669.62
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**Public Safety**

Police

01/410/130	SALARIES - POLICE	579,309.00	42,920.46	42,920.46	7.41	536,388.54
01/410/145	CONTRACTED CROSSING GUAR	11,538.00	2,307.60	2,307.60	20.00	9,230.40
01/410/200	MATERIALS & SUPPLIES	7,400.00	142.38	142.38	1.92	7,257.62
01/410/202	UNIFORM SUPPLIES & REPLAC	8,900.00	834.74	834.74	9.38	8,065.26
01/410/300	DUES, MEMBERSHIPS, MISC.	12,800.00	5,343.00	5,343.00	41.74	7,457.00
01/410/301	CONFERENCES, MTGS & MILEA	3,500.00	0.00	0.00	0.00	3,500.00
01/410/310	POLICE LEGAL	18,000.00	451.00	451.00	2.51	17,549.00
01/410/320	TELEPHONE, RADIO & PAGER	9,285.00	696.15	696.15	7.50	8,588.85
01/410/330	VEHICLE FUEL	7,200.00	728.38	728.38	10.12	6,471.62
01/410/331	VEHICLE REPAIR & MAINTENA	6,300.00	1,130.17	1,130.17	17.94	5,169.83
01/410/452	IT SUPPORT	18,090.00	2,053.87	2,053.87	11.35	16,036.13
01/410/460	TRAFFIC SIGNALS	600.00	49.23	49.23	8.21	550.77
01/410/740	CAPITAL OUTLAY	15,000.00	0.00	0.00	0.00	15,000.00
	Subtotal	697,922.00	56,656.98	56,656.98	8.12	641,265.02

UNAUDITED

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the One Month Ending January 31, 2022

<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	18,280.00	1,314.13	1,314.13	7.19	16,965.87
01/411/500	DONATION - VOLUNTEER FIRE	78,000.00	0.00	0.00	0.00	78,000.00
01/411/510	DONATION - FIREMEN'S RELIEF	21,000.00	0.00	0.00	0.00	21,000.00
	Subtotal	117,280.00	1,314.13	1,314.13	1.12	115,965.87
<b><u>Ambulance</u></b>						
01/412/000	EMERGENCY MEDICAL SERVIC	20,000.00	5,000.00	5,000.00	25.00	15,000.00
	Subtotal	20,000.00	5,000.00	5,000.00	25.00	15,000.00
<b><u>Zoning</u></b>						
01/414/000	ZONING HEARING BOARD	1,400.00	0.00	0.00	0.00	1,400.00
01/414/100	H A R B EXPENSES	1,300.00	0.00	0.00	0.00	1,300.00
01/414/200	PLANNING COMMISSION	1,200.00	0.00	0.00	0.00	1,200.00
	Subtotal	3,900.00	0.00	0.00	0.00	3,900.00
01/415/000	EMERGENCY MANAGEMENT A	3,400.00	0.00	0.00	0.00	3,400.00
01/416/000	CODE ENFORCEMENT OFFICER	3,000.00	108.64	108.64	3.62	2,891.36
	Total Public Safety	845,502.00	63,079.75	63,079.75	7.46	782,422.25
<b><u>Health &amp; Sanitation</u></b>						
01/427/300	MISCELLANEOUS EXPENSE	44,000.00	1,624.17	1,624.17	3.69	42,375.83
01/427/450	REFUSE COLLECTION CONTRA	83,952.00	6,360.00	6,360.00	7.58	77,592.00
01/427/451	RECYCLING COLLECTION CON	83,952.00	6,360.00	6,360.00	7.58	77,592.00
01/427/460	REFUSE DISPOSAL EXPENSE	75,000.00	6,156.72	6,156.72	8.21	68,843.28
	Total Health & Sanitation	286,904.00	20,500.89	20,500.89	7.15	266,403.11
<b><u>Highway</u></b>						
01/430/100	SALARIES & WAGES - HIGHWA	97,822.00	8,402.47	8,402.47	8.59	89,419.53
01/430/200	MATERIALS & SUPPLIES	2,500.00	0.00	0.00	0.00	2,500.00
01/430/300	MISCELLANEOUS EXPENSE	2,300.00	5.84	5.84	0.25	2,294.16
01/430/310	ENGINEERING SERVICES	28,000.00	4,096.00	4,096.00	14.63	23,904.00
01/430/320	TELEPHONE, RADIO & PAGER	900.00	60.69	60.69	6.74	839.31
01/430/330	VEHICLE OPERATING EXP. - FU	8,500.00	1,540.18	1,540.18	18.12	6,959.82
01/430/331	VEHICLE - OPERATING EXPENS	4,000.00	0.00	0.00	0.00	4,000.00
01/430/740	CAPITAL OUTLAY	7,750.00	399.50	399.50	5.15	7,350.50
01/434/000	STREETLIGHTING	2,000.00	0.00	0.00	0.00	2,000.00
01/437/000	REP. & MAINT. - EQUIPMENT	7,800.00	0.00	0.00	0.00	7,800.00
01/438/000	REP. & MAINT. - STREETS	1,500.00	132.80	132.80	8.85	1,367.20
	Total Highway	163,072.00	14,637.48	14,637.48	8.98	148,434.52
<b><u>Miscellaneous</u></b>						
01/454/000	PARKS & RECREATION	1,600.00	44.33	44.33	2.77	1,555.67
01/455/000	COMMUNITY ACTIVITIES	6,000.00	0.00	0.00	0.00	6,000.00
01/456/500	LIBRARY - DONATION	23,500.00	0.00	0.00	0.00	23,500.00
01/466/000	DOWNTOWN AREA	5,500.00	2,093.62	2,093.62	38.07	3,406.38
01/471/350	LEASE RENTAL-PRINCIPAL	37,000.00	0.00	0.00	0.00	37,000.00
01/472/350	LEASE RENTAL-INTEREST	29,106.00	0.00	0.00	0.00	29,106.00
01/480/000	EMPL. BENEFITS & PAYROLL T	519,945.00	29,005.85	29,005.85	5.58	490,939.15
01/486/000	INSURANCE	85,095.00	37,345.00	37,345.00	43.89	47,750.00
01/490/000	TRANSFER TO OTHER FUND	76,053.00	0.00	0.00	0.00	76,053.00

UNAUDITED

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the One Month Ending January 31, 2022

<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>783,799.00</u>	<u>68,488.80</u>	<u>68,488.80</u>	8.74	<u>715,310.20</u>
	Total Expenditures	\$ <u>2,282,662.00</u>	\$ <u>178,422.30</u>	\$ <u>178,422.30</u>	7.82	<u>2,104,239.70</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>(117,161.46)</u>	\$ <u>(117,161.46)</u>	0.00	<u>117,161.46</u>

UNAUDITED

GENERAL FUND  
Balance Sheet  
January 31, 2022  
ASSETS

Current Assets		
CASH - JBT CHECKING	\$	525,120.16
CASH - RECREATION DEPOSIT		8,134.54
CASH - PLGIT PRIME		199,061.10
CASH - AFL LDP ESCROW FUND		29,986.00
PETTY CASH - OFFICE		100.00
PETTY CASH - POLICE		100.00
INVESTMENT IN COMMON STOCK		5,010.61
ACCOUNTS RECEIVABLE		31,570.68
ALLOWANCE FOR DOUBTFUL ACCTS		(8,500.00)
		<hr/>
Total Current Assets		790,583.09
Property and Equipment		<hr/>
Total Property and Equipment		0.00
Other Assets		<hr/>
Total Other Assets		<hr/> 0.00
Total Assets	\$	<hr/> <hr/> 790,583.09

LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$	5.00
GRANT - DISTRICT ATTY		478.59
RECREATION DEPOSIT HELD		8,134.54
AFL LDP ESCROW FUND		29,986.00
		<hr/>
Total Current Liabilities		38,604.13
Long-Term Liabilities		<hr/>
Total Long-Term Liabilities		<hr/> 0.00
Total Liabilities		38,604.13
Capital		
FUND BALANCE		869,140.42
Net Income		(117,161.46)
		<hr/>
Total Capital		<hr/> 751,978.96
Total Liabilities & Capital	\$	<hr/> <hr/> 790,583.09



SEWER FUND  
Income Statement  
For the One Month Ending January 31, 2022  
ANNVILLE TOWNSHIP

Account #	Description	Budget	Current Month	Y-T-D Actual	% Budget	Remaining Budget
<b>REVENUES</b>						
08/340/000	INTEREST EARNED	\$ 2,500.00	\$ 182.21	\$ 182.21	7.29	2,317.79
08/360/000	SEWER RENTALS	1,625,000.00	108,450.70	108,450.70	6.67	1,516,549.30
08/361/000	SEWER RENTALS - EXTERNAL	21,000.00	2,261.44	2,261.44	10.77	18,738.56
08/380/000	ADMINISTRATIVE FEES	0.00	(60.00)	(60.00)	0.00	60.00
08/381/000	MANAGEMENT FEES - EXTERNA	950.00	60.75	60.75	6.39	889.25
08/383/000	TREATMENT FEES	370,000.00	57,704.37	57,704.37	15.60	312,295.63
08/384/000	CAPACITY RESERVE FEES	20,820.00	0.00	0.00	0.00	20,820.00
08/385/000	MAINTENANCE CONTRACT FEE	32,000.00	7,880.00	7,880.00	24.63	24,120.00
08/395/000	REFUND OF PRIOR YEAR EXPEN	4,000.00	0.00	0.00	0.00	4,000.00
Total Revenues		2,076,270.00	176,479.47	176,479.47	8.50	1,899,790.53
<b>EXPENDITURES</b>						
<u>Administration</u>						
08/400/100	WAGES & SALARIES-ADMIN	82,380.00	5,857.81	5,857.81	7.11	76,522.19
08/400/200	MATERIALS & SUPPLIES	6,350.00	419.28	419.28	6.60	5,930.72
08/400/300	MISCELLANEOUS	10,400.00	1,700.00	1,700.00	16.35	8,700.00
08/400/310	LEGAL SERVICES	7,000.00	162.00	162.00	2.31	6,838.00
08/400/311	AUDIT SERVICES	5,638.00	0.00	0.00	0.00	5,638.00
Total Administration		111,768.00	8,139.09	8,139.09	7.28	103,628.91
<u>Sewage Treatment</u>						
08/429/100	WAGES & SALARIES-OPERATIO	270,671.00	18,478.79	18,478.79	6.83	252,192.21
08/429/200	MATERIALS & SUPPLIES	5,500.00	617.52	617.52	11.23	4,882.48
08/429/210	CHEMICALS - CHLORINE	2,000.00	0.00	0.00	0.00	2,000.00
08/429/220	CHEMICALS-FERROUS SULFATE	18,000.00	1,772.91	1,772.91	9.85	16,227.09
08/429/221	CHEMICALS	18,000.00	0.00	0.00	0.00	18,000.00
08/429/230	LABORATORY SUPPLIES & EQUI	9,000.00	750.17	750.17	8.34	8,249.83
08/429/240	LIME & POLYMER	98,000.00	10,557.00	10,557.00	10.77	87,443.00
08/429/300	MISCELLANEOUS	4,300.00	0.00	0.00	0.00	4,300.00
08/429/301	TRAINING, CONFERENCES AND	2,000.00	1,040.00	1,040.00	52.00	960.00
08/429/310	ENGINEERING SERVICES	12,500.00	0.00	0.00	0.00	12,500.00
08/429/311	LABORATORY TESTING SERVIC	14,000.00	1,385.00	1,385.00	9.89	12,615.00
08/429/320	TELEPHONE, RADIO & PAGER	4,800.00	379.18	379.18	7.90	4,420.82
08/429/330	VEHICLE - FUEL	7,500.00	1,136.63	1,136.63	15.16	6,363.37
08/429/331	VEHICLE - OPERATING EXPENSE	21,950.00	627.90	627.90	2.86	21,322.10
08/429/350	HEATING OIL	500.00	1,000.62	1,000.62	200.12	(500.62)
08/429/360	ELECTRICAL POWER, GAS & WA	118,600.00	11,162.14	11,162.14	9.41	107,437.86
08/429/370	PLANT - REPAIR & MAINTENAN	115,500.00	7,372.60	7,372.60	6.38	108,127.40
08/429/450	SEWERS - REPAIR & MAINTENA	10,000.00	42.31	42.31	0.42	9,957.69
Total Sewage Treatment		732,821.00	56,322.77	56,322.77	7.69	676,498.23
<u>Debt Service</u>						
08/471/000	DEBT SERVICE PRINCIPAL	655,493.00	51,288.61	51,288.61	7.82	604,204.39
08/472/000	DEBT SERVICE - INTEREST	188,756.00	14,532.16	14,532.16	7.70	174,223.84
Total Debt Service		844,249.00	65,820.77	65,820.77	7.80	778,428.23
<u>Miscellaneous</u>						
08/480/000	EMPL. BENEFITS & PAYROLL TA	315,252.00	20,817.72	20,817.72	6.60	294,434.28
08/486/000	INSURANCE	43,064.00	20,437.00	20,437.00	47.46	22,627.00
Total Miscellaneous		358,316.00	41,254.72	41,254.72	11.51	317,061.28
<u>Transfers to Other Funds</u>						
08/490/000	Transfer to Sewer Capital Fund	29,116.00	0.00	0.00	0.00	29,116.00
Total Transfers		29,116.00	0.00	0.00	0.00	29,116.00
Total Expenditures		2,076,270.00	171,537.35	171,537.35	8.26	1,904,732.65
Net Income/<Deficit>		\$ 0.00	\$ 4,942.12	\$ 4,942.12	0.00	(4,942.12)

UNAUDITED

SEWER FUND  
Balance Sheet  
January 31, 2022

**ASSETS**

**Current Assets**

CASH - JBT CHECKING	\$ 950,020.40
CASH - PLGIT PRIME	89,959.91
BLAIRCO / MARTY'S MUSIC ESCROW	12,689.37
PETTY CASH - OFFICE	75.00
PETTY CASH - WWTP	50.00
ACCOUNTS RECEIVABLE	45,351.11

Total Current Assets		1,098,145.79
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**Property and Equipment**

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

Total Property and Equipment		12,733,057.93
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**Other Assets**

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

Total Assets	\$	13,835,981.72
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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	\$ 12,689.37
NET PENSION LIABILITY	34,242.00
DEFERRED INFLOWS OF RESOURCES	74,016.00

Total Liabilities		120,947.37
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**Retained Earnings**

FUND BALANCE	(206,976.69)
RETAINED EARNINGS	13,917,068.92
Net Income	4,942.12

Total Retained Earnings		13,715,034.35
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Total Liabilities & Retained Earnings	\$	13,835,981.72
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CAPITAL RESERVE FUND -NEW  
Balance Sheet  
January 31, 2022

ASSETS

Current Assets

NORTHWEST SAVINGS BANK	\$	<u>1,158,088.76</u>	
Total Current Assets			1,158,088.76

Other Assets

Total Other Assets			<u>0.00</u>
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Total Assets	\$	<u>1,158,088.76</u>	
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LIABILITIES AND FUND BALANCE

Current Liabilities

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

FUND BALANCE	\$	1,171,209.16	
Net Income		<u>(13,120.40)</u>	
Total Fund Balance			<u>1,158,088.76</u>
Total Liabilities & Fund Balance	\$	<u>1,158,088.76</u>	

MOTOR LICENSE FUND  
Income Statement  
For the One Month Ending January 31, 2022

<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	\$ 100.00	\$ 4.44	\$ 4.44	4.44	95.56
35/341/000	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00
35/355/000	LIQUID FUELS TAX ALLOCATION	118,500.00	0.00	0.00	0.00	118,500.00
35/355/050	LIQUID FUELS TAX ALLOCATION	0.00	0.00	0.00	0.00	0.00
35/360/000	MISC. RECIEPTS	2,500.00	0.00	0.00	0.00	2,500.00
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>121,100.00</b>	<b>4.44</b>	<b>4.44</b>	<b>0.00</b>	<b>121,095.56</b>
<b>EXPENDITURES</b>						
<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	0.00	0.00	8,000.00
35/433/200	TRAFFIC SIGNS, MARKINGS, ETC	3,000.00	0.00	0.00	0.00	3,000.00
35/434/000	STREET LIGHTING	58,000.00	0.00	0.00	0.00	58,000.00
35/437/000	REPAIRS & MAINT. - EQUIPMENT	8,000.00	0.00	0.00	0.00	8,000.00
35/438/000	REPAIRS & MAINT. - STREETS	1,000.00	0.00	0.00	0.00	1,000.00
35/438/200	REPAIRS & MAINT. - BRIDGES	0.00	0.00	0.00	0.00	0.00
35/438/300	REPAIRS & MAINT. - STORM SEWER	31,000.00	0.00	0.00	0.00	31,000.00
	<b>Total Maintenance</b>	<b>109,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>109,000.00</b>
<u>Construction</u>						
35/439/000	HWY. CONSTRUCTION & REBUILDING	22,000.00	0.00	0.00	0.00	22,000.00
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>22,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22,000.00</b>
	<b>Total Expenditures</b>	<b>131,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>131,000.00</b>
	<b>Net Income/&lt;Deficit&gt;</b>	<b>\$ (9,900.00)</b>	<b>\$ 4.44</b>	<b>\$ 4.44</b>	<b>(0.04)</b>	<b>(9,904.44)</b>

UNAUDITED

## MOTOR LICENSE FUND

## Balance Sheet

January 31, 2022

ASSETSCurrent Assets

CASH - PLGIT	\$	66,313.24
CASH - PLGIT PRIME		96,999.11
		<hr/>

Total Current Assets		163,312.35
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Total Assets	\$	<hr/> 163,312.35 <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	\$	163,307.91
Net Income		4.44
		<hr/>

Total Fund Balance		<hr/> 163,312.35
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Total Liabilities & Fund Balance	\$	<hr/> 163,312.35 <hr/>
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SEWER CAPITAL FUND  
Income Statement  
For the One Month Ending January 31, 2022

<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	\$ 5,000.00	\$ 464.63	\$ 464.63	9.29	4,535.37
30/391/000	TRANSFERS FROM SEWER FUND	29,116.00	0.00	0.00	0.00	29,116.00
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>34,116.00</u>	<u>464.63</u>	<u>464.63</u>	1.36	<u>33,651.37</u>
EXPENDITURES						
30/429/700	MISC	0.00	0.00	0.00	0.00	0.00
30/429/720	EQUIPMENT	0.00	975.00	975.00	0.00	(975.00)
30/429/730	VEHICLES	5,000.00	0.00	0.00	0.00	5,000.00
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>20,000.00</u>	<u>975.00</u>	<u>975.00</u>	4.88	<u>19,025.00</u>
	Net Income/<Deficit>	<u>\$ 14,116.00</u>	<u>\$ (510.37)</u>	<u>\$ (510.37)</u>	(3.62)	<u>14,626.37</u>

UNAUDITED

SEWER CAPITAL FUND  
Balance Sheet  
January 31, 2022

ASSETS

Current Assets

CASH - PLGIT PRIME	\$	447,888.79	
INVESTMENTS - EDWARD JONES		539,058.53	
Total Current Assets			986,947.32

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	\$	986,947.32	
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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	\$	987,457.69	
Net Income		(510.37)	

Total Capital			986,947.32
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Total Liabilities & Capital	\$	986,947.32	
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MS4 FUND  
INCOME STATEMENT  
FOR THE ONE MONTH ENDING JANUARY 31, 2022

<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	\$ 500.00	\$ 32.46	32.46	6.49	467.54
40/350/000	MS4 FEES	112,500.00	7,751.44	7,751.44	6.89	104,748.56
40/399/000	TRANSFER FROM OTHER FUN	0.00	0.00	0.00	0.00	0.00
	TOTAL REVENUES	<u>113,000.00</u>	<u>7,783.90</u>	<u>7,783.90</u>	6.89	<u>105,216.10</u>
EXPENDITURES						
40/460/200	ADMINISTRATION	500.00	0.00	0.00	0.00	500.00
40/460/300	MISCELLANEOUS	2,500.00	0.00	0.00	0.00	2,500.00
40/460/310	CONSORTIUM PAYMENT	97,000.00	96,803.76	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	0.00	0.00	0.00	5,000.00
40/490/000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
40/491/000	DISCOUNTS	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	<u>105,000.00</u>	<u>96,803.76</u>	<u>96,803.76</u>	92.19	<u>8,196.24</u>
	NET INCOME	<u>\$ 8,000.00</u>	<u>\$ (89,019.86)</u>	<u>(89,019.86)</u>	(1,112.75)	<u>97,019.86</u>

UNAUDITED

MS4 FUND  
Balance Sheet  
January 31, 2022

ASSETS

Current Assets		
CASH - JBT CHECKING	\$	89,214.19
CASH - PLGIT PRIME		<u>100,237.93</u>
Total Current Assets		189,452.12
Property and Equipment		
Total Property and Equipment		<u>0.00</u>
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>189,452.12</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		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		13,319.68
Capital		
FUND BALANCE		265,152.30
Net Income		<u>(89,019.86)</u>
Total Capital		<u>176,132.44</u>
Total Liabilities & Capital	\$	<u><u>189,452.12</u></u>

GENERAL FUND  
Cash Disbursements Journal  
For the Period From Jan 1, 2022 to Jan 31, 2022

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
18531	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	31,111.50	31,111.50
18532	ALL004	ALL CITY MANAGEMENT SERVICES, INC	512.80 1,282.00	1,794.80
18533	BOW001	BOWMAN'S INSURANCE AGENCY	36,534.00	36,534.00
18534	CDB001	CAMPBELL DURRANT, P.C.	451.00	451.00
18535	COV001	COVERALL SERVICE CO - HARRISBURG	495.00	495.00
18536	CRI001	CRIMEWATCH TECHNOLOGIES, INC.	1,176.00	1,176.00
18537	DOC001	DOC FRITCHEY TU	100.00	100.00
18538	LEB022	LEBANON VALLEY CONSERVANCY	100.00	100.00
18539	MED002	MEDIA ONE PA	75.92 101.68 580.08	757.68
18540	MET002	MET- ED	184.74 215.59 3,899.87	4,300.20
18541	MEY001	MEYER OIL COMPANY	728.38 1,009.98 530.20	2,268.56
18542	PAO001	PA ONE CALL SYSTEM INC	5.84	5.84
18543	PAP002	PA POLICE ACCREDITATION COALITION	200.00	200.00
18544	PAW001	PENNSYLVANIA AMERICAN WATER CO	1,314.13 48.71	1,362.84
18545	PEN004	PENNSYLVANIA STATE ASSN OF BOR	225.00	225.00
18546	PEN005	PENNSYLVANIA STATE ASSN OF	1,548.60	1,548.60
18547	PEN019	PENN STATE HEALTH	5,000.00	5,000.00
18548	QUI004	QUITTAPAHILLA WATERSHED ASSOC	150.00	150.00
18549	REA003	READING FOUNDRY & SUPPLY CO	84.92	84.92
18550	REI001	REILLY WOLFSON ATTORNEYS AT LAW	1,044.00	1,044.00
18551	SPO001	SSM GROUP, INC.	3,824.00	

GENERAL FUND  
Cash Disbursements Journal

For the Period From Jan 1, 2022 to Jan 31, 2022

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
			272.00	
			280.00	
			245.00	
			3,506.50	
				8,127.50
18552	STA005	STATE WORKERS' INSURANCE FUND	811.00	
				811.00
18553	TEL001	TELESYSTEM	387.74	
				387.74
18554	YIS001	YCG, INC.	1,098.00	
				1,098.00
18555	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	33,470.78	
				33,470.78
18556	ALL004	ALL CITY MANAGEMENT SERVICES, INC	512.80	
				512.80
18557	ASS001	ASSURITY LIFE INSURANCE COMPANY	1,032.21	
				1,032.21
18558	ATT001	A T & T MOBILITY	353.61	
				353.61
18559	CLE002	JASON CLECK	125.00	
				125.00
18560	COM008	COMCAST	107.87	
				107.87
18561	CRY001	CRYSTAL SPRINGS	55.91	
				55.91
18562	DUG001	BERNARD DUGAN	125.00	
				125.00
18563	EAG001	EAGLE RENTAL	44.33	
				44.33
18564	GFL001	GFL ENVIRONMENTAL	198.75	
			12,720.00	
				12,918.75
18565	GRE001	GREATER LEB. REFUSE AUTHORITY	8,366.82	
				8,366.82
18566	HEI002	DARYLE HEISEY	125.00	
				125.00
18567	MAG003	MAGUIRE'S FORD OF HERSHEY	32.17	
				32.17
18568	MOY003	B MOYER RADIO COMMUNICATIONS, LL	240.00	
			12.00	
				252.00
18569	PA005	PA MUNICIPAL HEALTH INSURANCE CO	23,984.68	
				23,984.68
18570	RAG001	RAGNASOFT, INC	1,095.00	
				1,095.00
18571	REN002	RENAISSANCE LIFE AND HEALTH INSUR	134.23	
				134.23
18572	ROB001	GUY T ROBINSON, SR.	125.00	

GENERAL FUND  
Cash Disbursements Journal  
For the Period From Jan 1, 2022 to Jan 31, 2022

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
				125.00
18573	SAM003	SAMUELSON'S TREE SERVICE	2,000.00	2,000.00
18574	STI003	WILLIAM STICKLER	125.00	125.00
18575	UMB001	UMBERGER'S OF FONTANA, INC.	399.50	399.50
18576	UGI001	UGI	327.38	327.38
18577	AME002	AMERICAN ROCK SALT CO.	3,203.93	3,203.93
18578	AUT002	AUTOZONE	120.69 35.09	155.78
18579	AXO001	AXON ENTERPRISE, INC.	3,018.00	3,018.00
18580	BCI001	BCI CODE COMPLIANCE	54.32 54.32	108.64
18581	BOM001	BOMBERGER'S STORE	28.99	28.99
18582	CEN006	CENTRAL PA TECHNOLOGIES	770.00	770.00
18583	LEB009	LEBANON COUNTY POLICE CHIEFS ASS	30.00	30.00
18584	LOW001	LOWE'S COMPANIES, INC	132.80	132.80
18585	MAG003	MAGUIRE'S FORD OF HERSHEY	68.51	68.51
18586	MET002	MET- ED	66.67 86.84 35.97 35.63 93.62 27.21 49.23 59.52 79.03 34.33	568.05
18587	PEN010	PENNSYLVANIA CHIEFS OF	1,000.00	1,000.00
18588	POS001	POSTER COMPLIANCE CENTER	67.95	67.95
18589	RAP001	911 RAPID RESPONSE	69.98	69.98
18590	REN002	RENAISSANCE LIFE AND HEALTH INSUR	134.23	134.23
18591	TRA001	TRAVELERS	465.00	465.00

GENERAL FUND  
Cash Disbursements Journal

For the Period From Jan 1, 2022 to Jan 31, 2022

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
18592	UMB001	UMBERGER'S OF FONTANA, INC.	56.12	56.12
18593	WBM001	W.B. MASON CO., INC.	3.48 65.99	69.47
18594	WIN003	WINTER WALKING	139.76	139.76
18595	MAR005	MARCO	83.80	83.80
Total			<u>195,018.23</u>	<u>195,018.23</u>

**SEWER FUND****Cash Disbursements Journal****For the Period From Jan 1, 2022 to Jan 31, 2022**

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
14411	ANN002	ANNVILLE TOWNSHIP PAYROLL FU	14,101.20	14,101.20
14412	AMA001	AMAZON CAPITAL SERVICES	52.94	52.94
14413	ANN004	ANNVILLE TWP PENNVEST ACCOU	65,820.77	65,820.77
14414	BOW003	BOWMAN'S INSURANCE GROUP	20,437.00	20,437.00
14415	CAL001	CAL-TECH SERVICE, INC.	645.00	645.00
14416	CAP003	CAPITAL REGION COUNCIL OF GOV.	1,700.00	1,700.00
14417	CIT001	CITY OF LEBANON AUTHORITY	85.05	85.05
14418	ENE001	ENERGY PLUS SCIENTIFIC	376.80	376.80
14419	LEV001	LEVCO	119.95	119.95
14420	MEY001	MEYER OIL COMPANY	548.04 588.59 1,000.62	2,137.25
14421	OMN001	OMNISITE	165.00	165.00
14422	PAW001	AMERICAN WATER	60.00	60.00
14423	PAW002	P A W C	278.50	278.50
14424	PRW001	PENNA.RURAL WATER ASSO.	1,040.00	1,040.00
14425	REA001	READING FOUNDRY & SUPPLY CO.,	177.23	177.23
14426	REI003	REILLY WOLFSON ATTORNEYS AT	162.00	162.00
14427	SUB001	SUBURBAN WATER TESTING LAB I	770.00 85.00 160.00	1,015.00
14428	TEL002	TELESYSTEM	151.71	151.71

**SEWER FUND****Cash Disbursements Journal****For the Period From Jan 1, 2022 to Jan 31, 2022**

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
14429	ANN002	ANNVILLE TOWNSHIP PAYROLL FU	11,701.80	11,701.80
14430	AMA001	AMAZON CAPITAL SERVICES	137.61	137.61
14431	AME005	AMERIGREEN INC.	6,700.72	6,700.72
14432	ATT001	AT&T MOBILITY	227.47	227.47
14433	HEC001	KEITH C. HECK	26.75	26.75
14434	KEM001	KEMIRA WATER SOLUTIONS, INC.	1,772.91	1,772.91
14435	LOW001	LOWE'S COMPANIES, INC.	49.26 31.03 4.26	37.98 46.57
14436	PAM001	PA MUNICIPAL HEALTH INSURANC	19,412.28	19,412.28
14437	REN002	RENAISSANCE LIFE AND HEALTH IN	51.96	51.96
14438	SUB001	SUBURBAN WATER TESTING LAB I	70.00 85.00	155.00
14439	UMB001	UMBERGERS OF FONTANA, INC.	399.50	399.50
14440	AMA001	AMAZON CAPITAL SERVICES	64.00 86.46	150.46
14441	ANN001	ANNVILLE TOWNSHIP GENERAL FU	26,767.19	26,767.19
14442	ANN007	ANNVILLE TOWNSHIP MS4 FUND	7,751.44	7,751.44
14443	LOW001	LOWE'S COMPANIES, INC.	55.05 66.45 30.39	151.89
14444	MET001	MET-ED	8,754.48	8,754.48
14445	MIL002	MILLER & BIXLER AUTO PARTS	26.79	



**SEWER FUND**

## Cash Disbursements Journal

For the Period From Jan 1, 2022 to Jan 31, 2022

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
				26.79
14446	POL001	POLLU-TECH,INC.	10,557.00	
				10,557.00
14447	POS001	POSTER COMPLIANCE CENTER	67.95	
				67.95
14448	REN002	RENAISSANCE LIFE AND HEALTH IN	51.96	
				51.96
14449	SUB001	SUBURBAN WATER TESTING LAB I	175.00 40.00	
				215.00
14450	THO001	THOMAS SCIENTIFIC LLC	373.37	
				373.37
14451	UGI001	UGI UTILITIES, INC.	2,129.16	
				2,129.16
14452	WAL001	WALMART	71.67	
				71.67
<b>Total</b>			<b>206,264.31</b>	<b>206,264.31</b>

CAPITAL RESERVE FUND -NEW  
Cash Disbursements Journal  
For the Period From Jan 1, 2022 to Jan 31, 2022

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/7/22	1231	31/200/000 31/102/000	Invoice: 21107 DOURTE ELECTRIC INC	13,187.21	13,187.21
1/11/22	1229V	31/200/000 31/102/000	Invoice: 12/21 INVOICE DOUG LAMB CONSTRUCTION, INC.	1,074.00	1,074.00
1/11/22	1232	31/200/000 31/102/000	Invoice: 12/21 INVOICE DOUG LAMB CONSTRUCTION, INC.	1,074.00	1,074.00
	Total			15,335.21	15,335.21

MOTOR LICENSE FUND  
Cash Disbursements Journal

For the Period From Jan 1, 2022 to Jan 31, 2022

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 Jan 1, 2022 to Jan 31, 2022**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/26/22	120	30/200/000	Invoice: 73439	975.00	
		30/108/000	ENVIREP, INC.		975.00
	<b>Total</b>			<u>975.00</u>	<u>975.00</u>

**MS4 FUND**  
**Cash Disbursements Journal**  
**For the Period From Jan 1, 2022 to Jan 31, 2022**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/7/22	2006	40/200/000 40/101/000	Invoice: 2022 REDEVELOPMENT AUTH OF THE CO OF LEBANON	96,803.76	96,803.76
Total				<u>96,803.76</u>	<u>96,803.76</u>

## Permits Report

Month of January 2022

Plumbing Permits issued	<u>2</u>	<u>\$50.00</u>
Plumbing Licenses issued	<u>16</u>	<u>\$400.00</u>
Excavator Licenses issued	<u>10</u>	<u>\$250.00</u>
Total Curb/Sidewalk Permit Fees Collected		<u></u>
Total Street Cut Permit Fees Collected		<u></u>
Total Tapping Fees Collected		<u></u>

### Tapping Fees

### Zoning Permits

#62-21	Robert and Amy Clemson	Other	Fence
#63-21	MJJk LLC	Other	Privacy fence
#1-22	Thomas Heanue	Home Occupation / Erect/Replace a Sign	

### Curb/Sidewalk Permits

### Street-Cut Permits

### Burn Permits

Release of Financial Security for the Moore Preliminary/Final Land Development Plan: **MOTION** by Mr. Hoover, second by Mr. Lively to authorize the full release of the remaining financial security pertaining to the Moore preliminary/final land development plan, or from \$6,835 to \$0, contingent upon the satisfactory review of the pertinent remaining items by the Township Engineer. Motion carried by a vote of four to zero with Mr. Lively, Mr. Embich, Mr. Hoover, and Mr. Perrotto voting in favor of the motion and President Moore recusing himself from the vote, his explanation for doing so being attached hereto and made a part of these minutes.

Lebanon Valley College (LVC) School of Nursing Building Preliminary/Final Land Development Plan Reapproval: Noting a request for same had been received from LVC's consultant for this plan, **MOTION** by Mr. Perrotto, second by Mr. Lively to extend approval for the LVC School of Nursing Building preliminary/final land development plan by an additional 90 days by reapproving said plan contingent upon all items in the Township Engineer's review letter being satisfactorily addressed. Motion carried unanimously.

Historic Architectural Review Board (HARB): Mr. Embich reviewed the HARB Report for January 2022, a copy of which is attached hereto and made a part of these minutes.

Wage & Salary: Mr. Yingst reported the Wage & Salary Committee met on January 25, 2022 and the minutes from that meeting were presented, a copy of which is attached hereto and made a part of these minutes. The following item was then addressed:

Employee Performance Evaluation Review and Recommendation for Employment Status Change: At the recommendation of the Wage & Salary Committee: **MOTION** by Mr. Embich, second by Mr. Hoover to (1) concur with the Wage & Salary Committee's satisfactory employee performance evaluation for Kelly Shoff-Kulp and (2) change her employment status from probationary to permanent, effective February 4, 2022. Motion carried unanimously.

Municipal Separate Storm Sewer System (MS4): Mr. Embich reviewed the MS4 Report for January 2022, 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 January 2022, a copy of which is attached hereto and made a part of these minutes.

Fire Department: Mr. Lively reported he attended the swearing-in of new officers for the Union Hose Company (UHC) on January 6, 2022, and he provided an update on the progress of the merger of the UHC and Cleona Fire Company, with Mr. Moyer providing additional information on this. The following item was then addressed:

Receipt of 2021 Internal Revenue Service (IRS) Form 990 for the Fire Department and Request for Release of Portion of 2022 Annual Donation: Mr. Lively reported a copy of the 2021 IRS Form 990 had been received from the UHC and Mr. Yingst had sent a number of questions to the UHC regarding same. Noting the UHC had responded to these questions, **MOTION** by Mr. Perrotto, second by Mr. Embich to authorize the release of \$36,500, which is half of the Township's 2022 annual donation to the Fire Department, to the UHC. Motion carried unanimously.

T. Embich reports: 02-01-2022 BOC

Thomas Embich

Agenda Items: VII – C, E, F

Date: January 27, 2022 report for February 01, 2022 Meeting

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

1. No HARB meeting in January 2022; HARB is next slated for February 21.

**ACTION: None.**

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

1. A combination Zoom and onsite meeting at North Lebanon Board Room was held for the January 18 meeting of the LCS Consortium; Embich attended via Zoom for Annville Township. Bills approved for payment totaled \$ 96,498.39 for project work by SESI; North Cornwall reimbursed \$2,291.75 for total bills \$98,790.14. Officers were re-elected for 2022. The issue of a “general contractor” for projects arose and the Board decided to competitively bid any such action, as any of the municipalities would.
2. Next LCSC meeting is scheduled for February 15, 2022, 10:00 AM.

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

1. All minutes and reports are available at <http://www.goglra.org/DocumentCenter/Home/View/> .  
Next meeting: February 01, 2022, 7PM; Joe Viozzi to attend;
2. Key points: Reappointments of Joe Viozzi, primary and Thomas Embich alternate to the GLRA Board for five (5) years. Current terms end December 31, 2021. A copy of the 2022 GLRA Board and officers and committee assignments is provided separately.



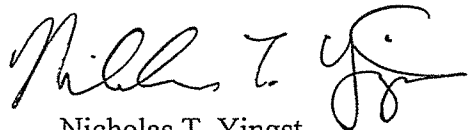
**MINUTES OF THE ANNVILLE TOWNSHIP  
WAGE & SALARY COMMITTEE  
January 25, 2022**

A meeting of the Annville Township Wage & Salary Committee was held on January 25, 2022 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Anthony Deaven, Henri Lively, Rex Moore, and Dustin Sider. Also in attendance was Nicholas T. Yingst, Annville Township Administrator. The meeting was called to order at 6:00 PM.

**EMPLOYEE EVALUATION:** A satisfactory employee performance evaluation was submitted to the Committee for review for Kelly Shoff-Kulp, Administrative Assistant in the Administration Department. Upon review by the Committee, **MOTION** by Mr. Lively, second by Mr. Deaven to (1) approve the satisfactory employee performance evaluation for Kelly Shoff-Kulp and recommend the Board of Commissioners do the same and (2) recommend the employment status for Kelly Shoff-Kulp be changed from probationary to permanent, effective February 4, 2022. Motion carried unanimously.

**ADJOURNMENT:** There being no further business to come before the Committee, **MOTION** by Mr. Sider, second by Mr. Lively to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 6:09 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Nicholas T. Yingst', with a stylized flourish at the end.

Nicholas T. Yingst  
Annville Township Administrator  
and Secretary

**MOTION** by Mr. Lively, 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 Township Engineer is currently working on the design and bid phase portion of the milling and overlay project for West Church Street that is to be funded by CDBG.

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

**Welcome Sign:** It was noted this item has been tabled for the time being.

**Road Safety Audit:** Nothing to report this month.

**Revisions to Wireless Facilities Regulations:** Mr. Yingst reported he would be participating in a Zoom meeting the following day with representatives of the Cohen Law Group and other municipalities to begin the process of developing an ordinance to revise the Township's wireless facilities regulations.

**NEW BUSINESS:**

**Resolution No. 20220201-1 – Consenting to the Use of Electronic Signatures for the Keystone Library Grant:** At the request of the Annville Free Library (AFL) Board of Directors, **MOTION** by Mr. Hoover, second by Mr. Lively to adopt Resolution No. 20220201-1 as presented, consenting to the use of electronic signatures by Rex A. Moore for submission of documentation pertaining to the AFL's Keystone Library Grant, and to authorize its submission to the appropriate entities. Motion carried unanimously and a copy of this resolution is attached hereto and made a part of these minutes.

**"Jake" Brake Disturbance Along State Route 934:** Mr. Yingst reported he was contacted by a resident of East High Street who shared that, despite the "Jake" brake restrictions currently in place along State Route 934 within Annville Township, residents are still being disturbed by the sound of "Jake" brakes from large vehicles on this roadway just south of the municipal boundary. Mr. Yingst reported he discussed this matter with a representative from the Pennsylvania Department of Transportation (PennDOT) who indicated that South Annville Township would need to request a study be done to see if a similar "Jake" brake restriction would be allowed by PennDOT along that portion of State Route 934 in South Annville. Mr. Yingst inquired if the Commissioners would like him to reach out to South Annville sharing this concern and asking if the Board of Supervisors would be amenable to requesting this of PennDOT. The Commissioners discussed this and asked Mr. Yingst to do so and to offer assistance to South Annville should the Board of Supervisors wish to pursue such a study with PennDOT.

**American Rescue Plan Act (ARPA) Reporting Designations:** **MOTION** by Mr. Perrotto, second by Mr. Lively to designate Nicholas Yingst the Account Administrator and Point of Contact

**RESOLUTION**

20220201-1

BE IT RESOLVED, by authority of the **Board of Commissioners**  
of the **Township of Annville**

and it is hereby resolved by authority of the same, that **Rex A. Moore**  
who is the **President** of the above named body is authorized and directed to  
sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred  
to as contract(s)) with the Pennsylvania Department of Education (Department); and

BE IT FURTHER RESOLVED, that the body consents to the use of electronic signatures by the  
above named individual and that no handwritten signature from the above named individual  
shall be required in order for any contract with the Department to be legally enforceable and that  
by affixing his/her electronic signature to an electronic file of the contract via the Department's e-  
grants system, the above designated authorized individual shall have effectively executed and  
delivered the contract, binding the **Board of Commissioners**  
to comply with the terms of said contract; and

BE IT FURTHER RESOLVED, that no writing shall be required in order to make the contract  
valid and legally binding, provided that the Department and all other necessary Commonwealth  
approvers affix their signatures electronically and an electronically-printed copy of the Contract  
is e-mailed or is otherwise made available to the body by electronic means; and

BE IT FURTHER RESOLVED, that the body will not contest the due authorization, execution,  
delivery, validity or enforceability of the electronic Contract under the provisions of a statute of  
frauds or any other applicable law. The Contract, if introduced as evidence on paper in any  
judicial, arbitration, mediation, or administrative proceedings, will be admissible as between the  
parties to the same extent and under the same conditions as other business records originated  
and maintained in documentary form and the admissibility thereof shall not be contested under  
either the business records exception to the hearsay rule or the best evidence rule; and

BE IT FURTHER RESOLVED, that the body will notify the Department's Bureau of  
Management Services promptly in the event that the above named individual is no longer  
authorized to execute agreements on behalf of the body electronically and that the Department  
shall be entitled to rely upon the above named officer's authority to execute agreements  
electronically on behalf of the body until such notice is received by the Department's Office of  
Chief Counsel.

**ATTEST**

*(individual receiving signatory authority may not attest on behalf of himself/herself)*

Signature

**Henri B. Lively**  
**Vice-President/Chair**

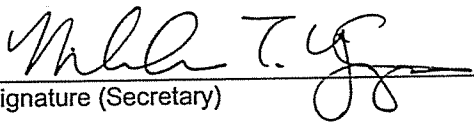
Signature

**Nicholas T. Yingst**  
**Secretary**

TO BE EXECUTED BY SECRETARY OF THE GOVERNING BODY:

I, Nicholas T. Yingst, Secretary, of Board of Commissioners  
do certify that the foregoing is a true and correct copy of the Resolution adopted at a  
regular meeting of the Board of Commissioners of Annville Township  
held the 1st day of February, 2022.

Dated: February 1, 2022

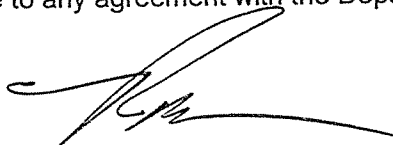
  
\_\_\_\_\_  
Signature (Secretary)

Nicholas T. Yingst

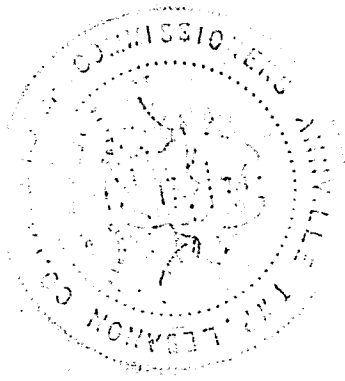
TO BE EXECUTED BY AUTHORIZED SIGNATORY:

As the person authorized to sign on behalf of the above named body, I agree that I shall  
not provide any other person with my e-grants password or otherwise authorize any  
other individual to affix my electronic signature to any agreement with the Department.

Dated: February 1, 2022

  
\_\_\_\_\_  
Signature (authorized signatory)

Rex A. Moore



for Reporting and Rex Moore the Authorized Representative for Reporting for ARPA reporting. Motion carried unanimously.

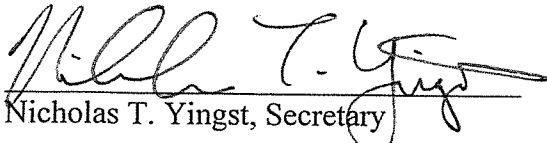
**Landline Telephone System Hardware and Software Obsolescence:** Mr. Yingst reported the current support provider for the landline telephone system hardware and software at Town Hall and the Public Works Facility has indicated the system is increasingly obsolete and shortly will not be able to be supported. The replacement of this hardware and software with more up to date technology that could be supported would likely cost more than \$4,000. Transitioning instead to a Voice Over Internet Protocol (VOIP) system would have minimal capital costs and would reduce the monthly telephone service costs by removing the telephone company, Telesystems, from the process, replacing these costs with a lower monthly charge for VOIP service. Mr. Yingst asked the Commissioners if they were interested in pursuing VOIP service instead of landlines, noting the Township's agreement with Telesystems automatically renews in May for an additional three years unless the Township terminates the agreement two months in advance of that date. Mr. Embich, citing emergency response concerns, asked if VOIP functioned during the loss of power or internet. Chief Dugan indicated he raised this same question with the Township's information technology provider and was told "not necessarily". Mr. Moyer indicated in his experience loss of power or internet would result in loss of VOIP service. Citing challenges following the recent introduction of VOIP at his business, Mr. Hoover indicated he was skeptical of making such a transition. Mr. Perrotto and Vice President Lively indicated they have had similar challenges with dropped calls and the like with VOIP at their workplaces. Mr. Embich noted that the ability for first responders to be contacted, and to contact each other, in an emergency was his chief concern. **MOTION** by Mr. Lively, second by Mr. Embich to authorize Mr. Yingst to issue correspondence to Telesystems indicating the Township will not be renewing the telephone service contract if the way be clear. Motion carried unanimously and Mr. Yingst indicated he would try to get answers to these questions about VOIP in advance of the next meeting and encouraged the Commissioners to share with him any additional concerns or questions they may have in the meantime.


**CORRESPONDENCE:** The Board was informed of the following correspondence received since its January 2022 Regular Meeting:

**Thank You Notes From Local Environmental Organizations:** Mr. Yingst shared thank you notes received from the Quittapahilla Watershed Association and the Lebanon Valley Conservancy expressing their appreciation to the Township for the 2022 donations.

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

**ADJOURNMENT:** There being no further business to come before the Board, **MOTION** by Mr. Lively, second by Mr. Perrotto to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 8:10 PM.

  
Nicholas T. Yingst, Secretary

  
Rex A. Moore, President