

**ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS**  
**APRIL 5, 2022 AMENDED AGENDA**  
**REGULAR MONTHLY BOARD OF COMMISSIONERS MEETING – 7:00 PM**

Announced Visitors: Michael Rotunda, Rotunda Restaurant & Brewery

- I. Call to Order – 7:00 PM
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Recognition of Visitors and Opportunity for Public Comment
  - A. Mr. Rotunda: Request a waiver of the open container regulations
- V. Approval of Minutes
  - A. March 1, 2022 Regular Meeting
  - B. March 4, 2022 Special Meeting
- VI. Reports of Standing Committees
  - A. Public Works
    - Increased Cost for Tire Machine
  - B. Public Safety
    - Removal of Handicapped Parking Space
    - Pedestrian Safety Program
    - Police Regionalization Study
    - Civil Service Commission Process
  - C. Property
    - Town Hall Improvements Project
  - D. Parks & Recreation
  - E. Finance
  - F. Permits
  - G. Annaville Activities
    - Letter of Support for Grant Application for Historic Old Annaville Day
- VII. Reports of Special Committees
  - A. Executive Sessions
  - B. Planning Commission
  - C. Historic Architectural Review Board (HARB)
    - Certificate of Appropriateness for Signage at 22 W. Main Street\*\*\*
    - Certificate of Appropriateness for Garage Demolition at 559 E. Main Street\*\*\*
  - D. Wage & Salary
  - E. Municipal Separate Storm Sewer System (MS4)
  - F. Greater Lebanon Refuse Authority (GLRA)
  - G. Fire Department
- 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

- F. Landline Telephone System Hardware and Software Obsolescence
- G. Residential Refuse and Recycling Collection Contract

IX. New Business

- A. American Rescue Plan Act (ARPA) Reporting Designations
- B. Proposed Resolution – Consenting to the Use of Electronic Signatures for the Keystone Library Grant
- C. Application for County Liquid Fuels Funds
- D. Non-Uniformed Employee Life Insurance Coverage\*\*\*
- E. Change to Township Administrative Office Hours
- F. Proposed Resolution – Requesting a Local Share Assessment Grant for the UHC\*\*\*
- G. Cellular Phone Stipend\*\*\*

X. Correspondence

- A. Prairie Fire Farms – RACP grant assistance request
- B. Union Hose – Press Release

XI. Pay Bills

XII. Adjournment

\*\*\* = Added to the agenda by majority vote of the Board of Commissioners on April 5, 2022.

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
April 5, 2022**

The April Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on April 5, 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 Karen A. Gerhart, Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor; Dean Wolfe, West Main Street; Philip Snavely, Chief of the Union Hose Company; and Jennifer Boyer, West New Street.

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

**APPROVAL OF AGENDA:** MOTION by Mr. Lively, second by Mr. Perrotto to approve the agenda as amended with the following additions: amended by adding "Certificate of Appropriateness for Signage at 22 W. Main Street, Certificate of Appropriateness for Garage Demolition at 559 E. Main Street, Proposed Resolution – Requesting a Local Share Assessment Grant for the UHC, Non-Uniformed Employee Life Insurance Coverage and Cellular Phone Stipend," to the agenda as items for possible action due to correspondence received following the posting of the agenda. Motion carried unanimously.

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

**Rotunda Restaurant and Brewery:** It was noted that Mr. Rotunda was listed on the agenda and he was invited to address the Board. Mr. Rotunda explained the difficulties he has encountered trying to determine his property boundaries, due to conflicting surveys and documents. Due to the nature of these difficulties, the Pennsylvania Liquor Control Board (PLCB) is requiring permission from Annville Township for the sale and consumption of alcoholic beverages along the front exterior wall of his restaurant. Mr. Rotunda described the placement of two (2) tables to the east and two (2) tables to the west of the front stairs into the restaurant, each seating four (4) individuals. He addressed many concerns about the accessibility of the sidewalk for pedestrians, sufficient clearance for ADA access and curb ramp, training of his staff, and possible enforcement actions. After several comments in support of Mr. Rotunda's request, it was suggested for this agreement to have a term for this approval so that Annville Township could revisit this in the future and have recourse if any issues occurred. Mr. Embich explained his reasoning for not supporting this request.

**MOTION** by Mr. Hoover, second by Mr. Lively to authorize Mr. Lamoureux to draft a resolution approving the sale and consumption of alcohol to patrons seated on the exterior of the Rotunda Restaurant and Brewery for the term of one (1) calendar year. Motion carried by a vote of four to one with President Moore, Mr. Lively, Mr. Hoover and Mr. Perrotto voting in favor of the motion and Mr. Embich voting against it.

Mr. Rotunda left the meeting at approximately 7:18pm.

**APPROVAL OF MINUTES:**

**March 1, 2022 Regular Meeting:** MOTION by Mr. Perrotto, second by Mr. Lively to approve the minutes of the Regular Meeting held March 1, 2022 as presented. Motion carried unanimously.

**March 4, 2022 Special Meeting:** MOTION by Mr. Lively, second by Mr. Hoover to approve the minutes of the Special Meeting held March 4, 2022 as presented. Motion carried unanimously.

**REPORTS OF STANDING COMMITTEES:**

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

**Increased Cost for Tire Machine:** Noting that, while \$2,240 was previously approved for the purchase of a machine that removes tires from rims (the cost to be divided equally between the General Fund and the Sewer Fund), the cost for same had slightly increased. At the recommendation of the Township Authority, MOTION by Mr. Perrotto, second by Mr. Lively to ratify the purchase of a tire machine at a cost not to exceed \$2,399, the cost to be divided equally between the General Fund and the Sewer Fund. Motion carried unanimously.

**Public Safety:** The Police Statistical Report for March 2022 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 items were then addressed:

**Civil Service Commission Process** – Chief Dugan explained a recent initiative between various boroughs in Lancaster County and the PA Association of Boroughs to request the legislative repeal of the Civil Service section of the Borough Code to make it easier for Boroughs to hire a full-time police officer. The current laws require Boroughs and Townships of the First Class to use the Civil Service process and Townships of the Second class do not have to go through this process, creating an unlevel playing field. Chief Dugan explained that this process has hindered our department's hiring on several occasions. Mr. Embich inquired whether Chief Dugan had reached out to any of our local representatives. Chief Dugan stated that he had not, he wanted to seek the Board of Commissioners' input first. The consensus of the Board of Commissioners was to have Chief Dugan proceed with any necessary research, or inquiries of other municipalities, to determine if there is interest among other Townships of the First Class or the PA State Association of Township Supervisors to request repealing the Civil Service regulations.

**Removal of Handicapped Parking Space:** Ms. Gerhart noted the person who originally requested the handicapped parking space no longer resided in that neighborhood. At the recommendation of Chief Dugan, MOTION by Mr. Embich, second by Mr. Perrotto to (1) authorize the removal of the handicapped parking space in the vicinity of 140 West Main Street, and (2) instruct the Township Administrator to memorialize this action in an upcoming omnibus ordinance. Motion carried unanimously.

**Police Regionalization Study:** It was noted that discussions about police regionalization had occurred at previous meetings. While the efforts with Cleona Borough to participate in the study

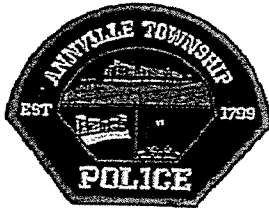
## ***ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.***

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### **WORK DONE FOR MARCH 2022**

- (1) **POTHOLES** We have a list that the Township office generates from calls from the public and plant personnel have a list from doing a drive around town we will repair them as soon as we get some warmer weather to help keep asphalt more manageable
- (2) **SWEEPING** Spent 17 hrs in Annville sweeping and 6 hrs in Cleona
- (3) **PARK** Spent 26 hrs in park mulch, stones, weed spraying
- (4) **FOUNTAIN** We will start fountain up mid-April weather permitting

Respectfully Submitted  
Les Powell



ANNVILLE TOWNSHIP  
POLICE  
MONTHLY REPORT  
March 2022



• CALLS FOR SERVICE	430	
Annville	380	
South Annville	50	
• ORDINANCE VIOLATIONS		
1. BURNING	1	
2. DOG	3	
3. DUMPING	1	
4. NOISE	6	
5. PARKING	6	
6. SOLICITING	1	
• CRIMINAL ARRESTS	05	Annville Accidents
○ ADULT	05	N. BEAVER & W. LEBANON STREETS
○ JUVENILE	00	450 WEST MAIN STREET
		222 NORTH LANCASTER STREET
		E. MAIN & N. RAILROAD STREETS
• ASSEMBLY/DEMONSTRATION	1	40 SOUTH KING STREET
		S, KING & W. QUEEN STREETS
		STUART & MAIN STREETS
• TOTAL TRAFFIC CITATIONS	68	
• TOTAL TRAFFIC WARNINGS	46	
• TOTAL NON-TRAFFIC CITATIONS	09	South Annville Accidents
• TOTAL VEHICLE ACCIDENTS	16	800 BLOCK WEST MAIN STREET
○ REPORTABLE	6	980 WEST MAIN STREET
○ NON-REPORTABLE	7	405 SOUTH SPRUCE STREET
○ HIT & RUN	3	1325 MOUNT PLEASANT ROAD
		10 VALLEY LANE
		SR 322 & SR 934
		500 BLOCK MOUT PLEASANT ROAD
• PARKING TICKETS ISSUED	48	582 HORSESHOE PIKE
		800 BLOCK WEST MAIN STREET

# Annville Township Police Department

## MONTHLY REPORT MARCH 2022

Total Calls by Call Type From: 2/25/2022 - 3/31/2022

<u>Call Type</u>	<u>Total Calls</u>
TRAFFIC ENFORCEMENT - CITATION	68
AMBULANCE CALL	49
PARKING ENFORCEMENT	48
TRAFFIC ENFORCEMENT - WARNING	46
BACKGROUND INVESTIGATION	14
SUSPICIOUS ACTIVITY	10
ALARMS	9
CHECK ON WELL BEING	8
DOMESTIC DISPUTE	8
ACCIDENT, NON-REPORTABLE	7
ACCIDENT, REPORTABLE	7
ASSIST OTHER POLICE	7
CIVIL MATTER	6
CRIMINAL MISCHIEF	6
FRAUD	6
NOISE COMPLAINT	6
PARKING COMPLAINT	6
SUSPICIOUS PERSON	6
SUSPICIOUS VEHICLE	6
FIRE CALL	5
LOST & FOUND	5
TRAFFIC HAZARD	5
ASSIST OTHER AGENCY	4
HARASSMENT	4
ACCIDENT, HIT & RUN	3
ASSIST MOTORIST	3
CHILD ABUSE	3
CHILD CUSTODY	3
DOG COMPLAINT	3
DRIVING COMPLAINT	3
MISSING PERSON	3
NEIGHBORHOOD DISPUTE	3
POLICE INFORMATION	3
TRESPASS	3
DISORDERLY CONDUCT	2
IDENTITY THEFT	2
JUVENILE COMPLAINT	2
MEGAN'S LAW NOTIFICATION	2
MISCELLANEOUS	2
OPEN CONTAINER - ORDINANCE	2
RENTAL LICENSE ENFORCEMENT	2
THEFT - FROM MOTOR VEHICLE	2
TRAFFIC COMPLAINT	2
TRESPASS LETTERS	2
WARRANT	2

WIRES DOWN	2
ABANDONED VEHICLE	1
ANIMAL - MISSING	1
ANIMAL COMPLAINT	1
ASSEMBLY/DEMONSTRATION	1
BACKGROUND INVESTIGATION - RECORD RELEASED	1
BURGLARY	1
BURNING - COMPLAINT	1
BURNING PERMIT	1
DOG LAW	1
DRUG VIOLATION	1
DUI	1
DUMPING COMPLAINT	1
DUMPSTER	1
EXTRA PATROL REQUEST	1
FLEEING & ELUDING POLICE	1
LANDLORD/TENANT ISSUE	1
MENTAL HEALTH	1
ORDINANCE - OTHER VIOLATIONS	1
PFA INFORMATION	1
PFA ORDER	1
REPOSSESSION	1
ROAD CLOSURE / DETOUR / SIDEWALK / CONSTRUCTION	1
RUNAWAY	1
SOLICITING - ORDINANCE	1
THEFT - MOTOR VEHICLE	1
THEFT - UNLAWFUL TAKING	1
THEFT- EXTORTION	1
TRESPASS, MOTOR VEHICLE	1
UNDERAGE DRINKING	1
VEHICLE VIN VERIFICATION	1

Total Calls: 430

were not successful, both Chief Dugan and President Moore shared their belief that regionalization of local police departments needs to be explored. Noting that there are no costs to participate in the study, the board is interested in pursuing a police regionalization study through the Pennsylvania Department of Community and Economic Development (DCED) with several neighboring municipalities. **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.

**Pedestrian Safety:** Chief Dugan mentioned a recent meeting with Tracy Linn, coordinator of the Center for Traffic Safety in Lancaster and Lebanon counties, and representative from the Annville-Cleona School District, Lebanon Valley College, Annville Township Police and Township staff. A cooperative effort to address pedestrian safety, education and enforcement will be planned over the next few months.

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

**Town Hall Improvements Project:** Ms. Gerhart stated that we are still waiting on quotes and hopes to have an update next month.

**Parks & Recreation:** Mr. Perrotto reported that there were two successful workdays held in March to clean up and mulch along the trails in the Quittie Creek Nature Park. Another volunteer opportunity at the park will take place on April 23<sup>rd</sup> from 9am-12pm. Mr. Perrotto also mentioned efforts were being taken by our Public Works department to control poison hemlock and tree of heaven growing within the nature park.

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

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

**Annville Activities:**

Letter of Support for Grant Application for Historic Old Annville Day (HOAD): It was noted a request for a letter of support was received from the Friends of Old Annville (FOOA) for its application to Lebanon County for Hotel Tax Grant funds in support of HOAD. It was also noted a letter of support had been issued on behalf of FOOA for this purpose in past years. **MOTION** by Mr. Embich, second by Mr. Lively to express support for FOOA applying for Lebanon County Hotel Tax Grant funds for HOAD and to direct Ms. Gerhart to issue a letter of support for same. Motion carried unanimously.

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

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the Three Months Ending March 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	\$ 74,741.74	\$ 74,834.28	8.35	821,289.72
01/301/400	R/E TAXES - DELINQUENT	26,000.00	1,063.67	2,774.08	10.67	23,225.92
	Subtotal	922,124.00	75,805.41	77,608.36	8.42	844,515.64
01/310/100	REALTY TRANSFER TAX	61,000.00	3,865.61	11,995.69	19.67	49,004.31
01/310/210	EARNED INCOME TAX - CURRE	420,000.00	30,633.16	114,830.20	27.34	305,169.80
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	3,842.30	27,816.31	27.27	74,183.69
	Total Taxes	1,505,574.00	114,146.48	232,250.56	15.43	1,273,323.44
<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	235.00	2,200.00	24.44	6,800.00
01/320/800	LICENSE - CABLE TV FRANCHIS	36,000.00	0.00	9,251.05	25.70	26,748.95
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	1,000.00	1,000.00	12.50	7,000.00
01/320/900	LICENSE - PLUMBING/EXCAVA	1,200.00	75.00	975.00	81.25	225.00
	Subtotal	54,475.00	1,310.00	13,426.05	24.65	41,048.95
<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	656.99	2,202.53	12.24	15,797.47
01/330/130	FINES - TWP. ORD. (PARKING)	4,000.00	1,475.00	1,610.00	40.25	2,390.00
01/330/150	FINES - CO. CLERK OF CRTS/PR	8,000.00	1,314.97	2,260.44	28.26	5,739.56
	Subtotal	32,000.00	3,446.96	6,072.97	18.98	25,927.03
<u>Interest &amp; Rent</u>						
01/340/000	INTEREST	3,250.00	94.15	344.96	10.61	2,905.04
	Subtotal	3,250.00	94.15	344.96	10.61	2,905.04
<u>Intergovernmental Revenues (Grants)</u>						
01/350/000	INTERGOV'T. REVENUES (GRA	127,813.00	800.00	1,825.00	1.43	125,988.00
	Subtotal	127,813.00	800.00	1,825.00	1.43	125,988.00
<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	29,946.84	98,815.57	24.64	302,184.43
	Subtotal	401,000.00	29,946.84	98,815.57	24.64	302,184.43
<u>Miscellaneous Income</u>						
01/380/000	ADMINISTRATIVE FEES	5,200.00	1,200.50	3,585.50	68.95	1,614.50
01/381/500	DONATIONS	29,300.00	0.00	25,000.00	85.32	4,300.00
01/383/000	SALE OF ASSETS	0.00	900.00	900.00	0.00	(900.00)
01/384/000	CONTRACTED SERVICES INCO	71,250.00	1,950.00	17,530.10	24.60	53,719.90
01/387/000	FINANCIAL CONTRIBUTION AG	46,500.00	0.00	0.00	0.00	46,500.00

UNAUDITED

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the Three Months Ending March 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>
01/391/000	REFUND PRIOR YR EXPEND	6,000.00	8,502.24	8,502.24	141.70	(2,502.24)
		158,250.00	12,552.74	55,517.84	35.08	102,732.16
<u>Transfers from Other Funds</u>						
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	\$ 2,282,662.00	\$ 162,297.17	\$ 408,252.95	17.88	1,874,409.05

EXPENDITURES

**General Government**

Administration

01/400/110	SALARIES - COMMISSIONERS	\$ 9,375.00	\$ 0.00	\$ 2,343.75	25.00	7,031.25
01/400/120	SALARIES & WAGES - TWP. OFF	81,502.00	9,697.67	21,596.42	26.50	59,905.58
01/400/200	MATERIALS & SUPPLIES	5,000.00	135.73	1,142.69	22.85	3,857.31
01/400/210	RENTAL LICENSE EXPENSES	2,700.00	0.00	104.80	3.88	2,595.20
01/400/300	MISCELLANEOUS EXPENSE	5,700.00	236.09	2,517.03	44.16	3,182.97
01/400/310	LEGAL/AUDIT SERVICES	51,638.00	3,882.00	6,204.00	12.01	45,434.00
01/400/320	TELEPHONE	3,730.00	231.01	705.13	18.90	3,024.87
01/400/340	ADVERTISING & PRINTING	5,700.00	68.56	2,336.44	40.99	3,363.56
01/400/343	CODIFICATION	1,500.00	0.00	240.00	16.00	1,260.00
	Subtotal	166,845.00	14,251.06	37,190.26	22.29	129,654.74

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	559.00	1,024.00	97.52	26.00
	Subtotal	2,350.00	559.00	1,024.00	43.57	1,326.00

Municipal Building

01/409/145	CONTRACTED CUSTODIAL SER	6,090.00	495.00	1,485.00	24.38	4,605.00
01/409/200	MATERIALS & SUPPLIES	600.00	0.00	89.36	14.89	510.64
01/409/360	FUEL, LIGHT, WATER & SEWER	12,700.00	601.44	2,123.51	16.72	10,576.49
01/409/370	REPAIRS & MAINTENANCE - BL	2,300.00	0.00	84.92	3.69	2,215.08
01/409/740	CAPITAL EXPEND	12,500.00	5,487.02	5,487.02	43.90	7,012.98
	Subtotal	34,190.00	6,583.46	9,269.81	27.11	24,920.19

Total General Government	203,385.00	21,393.52	47,484.07	23.35	155,900.93
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**Public Safety**

Police

01/410/130	SALARIES - POLICE	579,309.00	57,416.32	140,937.30	24.33	438,371.70
01/410/145	CONTRACTED CROSSING GUAR	11,538.00	0.00	4,615.20	40.00	6,922.80
01/410/200	MATERIALS & SUPPLIES	7,400.00	606.05	1,249.38	16.88	6,150.62
01/410/202	UNIFORM SUPPLIES & REPLAC	8,900.00	(120.00)	3,514.74	39.49	5,385.26
01/410/300	DUES, MEMBERSHIPS, MISC.	12,800.00	1,150.00	9,433.00	73.70	3,367.00
01/410/301	CONFERENCES, MTGS & MILEA	3,500.00	792.00	792.00	22.63	2,708.00
01/410/310	POLICE LEGAL	18,000.00	246.00	1,256.50	6.98	16,743.50
01/410/320	TELEPHONE, RADIO & PAGER	9,285.00	441.20	1,589.49	17.12	7,695.51
01/410/330	VEHICLE FUEL	7,200.00	720.21	2,274.17	31.59	4,925.83
01/410/331	VEHICLE REPAIR & MAINTENA	6,300.00	66.87	2,075.88	32.95	4,224.12
01/410/452	IT SUPPORT	18,090.00	4,633.89	8,934.84	49.39	9,155.16
01/410/460	TRAFFIC SIGNALS	600.00	265.67	879.53	146.59	(279.53)
01/410/740	CAPITAL OUTLAY	15,000.00	0.00	0.00	0.00	15,000.00
	Subtotal	697,922.00	66,218.21	177,552.03	25.44	520,369.97

UNAUDITED

ANNVILLE TOWNSHIP  
GENERAL FUND  
Income Statement  
For the Three Months Ending March 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	3,942.39	21.57	14,337.61
01/411/500	DONATION - VOLUNTEER FIRE	78,000.00	0.00	36,500.00	46.79	41,500.00
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	40,442.39	34.48	76,837.61
<b><u>Ambulance</u></b>						
01/412/000	EMERGENCY MEDICAL SERVIC	20,000.00	0.00	5,000.00	25.00	15,000.00
	Subtotal	20,000.00	0.00	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	0.00	166.74	5.56	2,833.26
	Total Public Safety	845,502.00	67,532.34	223,161.16	26.39	622,340.84
<b><u>Health &amp; Sanitation</u></b>						
01/427/300	MISCELLANEOUS EXPENSE	44,000.00	479.12	3,966.84	9.02	40,033.16
01/427/450	REFUSE COLLECTION CONTRA	83,952.00	5,093.41	17,813.41	21.22	66,138.59
01/427/451	RECYCLING COLLECTION CON	83,952.00	5,093.40	17,813.40	21.22	66,138.60
01/427/460	REFUSE DISPOSAL EXPENSE	75,000.00	5,312.16	15,012.72	20.02	59,987.28
	Total Health & Sanitation	286,904.00	15,978.09	54,606.37	19.03	232,297.63
<b><u>Highway</u></b>						
01/430/100	SALARIES & WAGES - HIGHWA	97,822.00	8,179.72	23,464.10	23.99	74,357.90
01/430/200	MATERIALS & SUPPLIES	2,500.00	0.00	313.90	12.56	2,186.10
01/430/300	MISCELLANEOUS EXPENSE	2,300.00	0.00	130.38	5.67	2,169.62
01/430/310	ENGINEERING SERVICES	28,000.00	1,530.61	7,552.18	26.97	20,447.82
01/430/320	TELEPHONE, RADIO & PAGER	900.00	86.06	222.91	24.77	677.09
01/430/330	VEHICLE OPERATING EXP. - FU	8,500.00	388.30	2,471.65	29.08	6,028.35
01/430/331	VEHICLE - OPERATING EXPENS	4,000.00	209.29	1,311.70	32.79	2,688.30
01/430/740	CAPITAL OUTLAY	7,750.00	1,199.50	1,599.00	20.63	6,151.00
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	203.22	203.22	2.61	7,596.78
01/438/000	REP. & MAINT. - STREETS	1,500.00	391.53	524.33	34.96	975.67
	Total Highway	163,072.00	12,188.23	37,793.37	23.18	125,278.63
<b><u>Miscellaneous</u></b>						
01/454/000	PARKS & RECREATION	1,600.00	0.00	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	0.00	2,173.76	39.52	3,326.24
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	32,638.61	90,290.91	17.37	429,654.09
01/486/000	INSURANCE	85,095.00	811.00	47,059.95	55.30	38,035.05
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 Three Months Ending March 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>33,449.61</u>	<u>139,568.95</u>	17.81	<u>644,230.05</u>
	Total Expenditures	\$ <u>2,282,662.00</u>	\$ <u>150,541.79</u>	\$ <u>502,613.92</u>	22.02	<u>1,780,048.08</u>
	Net Income/<Deficit>	\$ <u>0.00</u>	\$ <u>11,755.38</u>	\$ <u>(94,360.97)</u>	0.00	<u>94,360.97</u>

UNAUDITED

GENERAL FUND  
Balance Sheet  
March 31, 2022  
ASSETS

Current Assets		
CASH - JBT CHECKING	\$	540,350.30
CASH - RECREATION DEPOSIT		8,134.54
CASH - PLGIT PRIME		199,074.14
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		39,127.99
ALLOWANCE FOR DOUBTFUL ACCTS		<u>(8,500.00)</u>
Total Current Assets		813,383.58
Property and Equipment		<u>0.00</u>
Total Property and Equipment		0.00
Other Assets		<u>0.00</u>
Total Other Assets		0.00
Total Assets	\$	<u><u>813,383.58</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$	5.00
GRANT - DISTRICT ATTY		478.59
RECREATION DEPOSIT HELD		8,134.54
AFL LDP ESCROW FUND		<u>29,986.00</u>
Total Current Liabilities		38,604.13
Long-Term Liabilities		<u>0.00</u>
Total Long-Term Liabilities		0.00
Total Liabilities		38,604.13
Capital		
FUND BALANCE		869,140.42
Net Income		<u>(94,360.97)</u>
Total Capital		<u>774,779.45</u>
Total Liabilities & Capital	\$	<u><u>813,383.58</u></u>

SEWER FUND  
Income Statement  
For the Three Months Ending March 31, 2022  
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	\$ 2,500.00	\$ 159.92	\$ 510.19	20.41	1,989.81
08/360/000	SEWER RENTALS	1,625,000.00	119,258.25	423,875.53	26.08	1,201,124.47
08/361/000	SEWER RENTALS - EXTERNAL	21,000.00	710.34	5,332.61	25.39	15,667.39
08/380/000	ADMINISTRATIVE FEES	0.00	30.00	0.00	0.00	0.00
08/381/000	MANAGEMENT FEES - EXTERNA	950.00	0.00	152.00	16.00	798.00
08/383/000	TREATMENT FEES	370,000.00	31,344.54	127,300.58	34.41	242,699.42
08/384/000	CAPACITY RESERVE FEES	20,820.00	5,204.88	5,204.88	25.00	15,615.12
08/385/000	MAINTENANCE CONTRACT FEE	32,000.00	0.00	7,880.00	24.63	24,120.00
08/395/000	REFUND OF PRIOR YEAR EXPEN	4,000.00	5,668.16	5,668.16	141.70	(1,668.16)
Total Revenues		2,076,270.00	162,376.09	575,923.95	27.74	1,500,346.05
<b>EXPENDITURES</b>						
<u>Administration</u>						
08/400/100	WAGES & SALARIES-ADMIN	82,380.00	9,650.32	21,765.85	26.42	60,614.15
08/400/200	MATERIALS & SUPPLIES	6,350.00	202.59	1,464.53	23.06	4,885.47
08/400/300	MISCELLANEOUS	10,400.00	750.00	2,450.00	23.56	7,950.00
08/400/310	LEGAL SERVICES	7,000.00	481.53	1,039.53	14.85	5,960.47
08/400/311	AUDIT SERVICES	5,638.00	0.00	0.00	0.00	5,638.00
Total Administration		111,768.00	11,084.44	26,719.91	23.91	85,048.09
<u>Sewage Treatment</u>						
08/429/100	WAGES & SALARIES-OPERATIO	270,671.00	31,936.35	70,622.28	26.09	200,048.72
08/429/200	MATERIALS & SUPPLIES	5,500.00	0.00	1,429.01	25.98	4,070.99
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	0.00	1,772.91	9.85	16,227.09
08/429/221	CHEMICALS	18,000.00	0.00	311.36	1.73	17,688.64
08/429/230	LABORATORY SUPPLIES & EQUI	9,000.00	759.53	3,059.75	34.00	5,940.25
08/429/240	LIME & POLYMER	98,000.00	10,557.00	21,114.00	21.54	76,886.00
08/429/300	MISCELLANEOUS	4,300.00	1,700.55	1,810.55	42.11	2,489.45
08/429/301	TRAINING, CONFERENCES AND	2,000.00	420.00	1,460.00	73.00	540.00
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	585.00	2,935.00	20.96	11,065.00
08/429/320	TELEPHONE, RADIO & PAGER	4,800.00	405.72	1,166.79	24.31	3,633.21
08/429/330	VEHICLE - FUEL	7,500.00	177.61	1,928.38	25.71	5,571.62
08/429/331	VEHICLE - OPERATING EXPENSE	21,950.00	1,562.54	3,789.34	17.26	18,160.66
08/429/350	HEATING OIL	500.00	0.00	1,000.62	200.12	(500.62)
08/429/360	ELECTRICAL POWER, GAS & WA	118,600.00	2,556.13	25,365.26	21.39	93,234.74
08/429/370	PLANT - REPAIR & MAINTENAN	115,500.00	9,830.39	30,930.51	26.78	84,569.49
08/429/450	SEWERS - REPAIR & MAINTENA	10,000.00	855.16	1,330.59	13.31	8,669.41
Total Sewage Treatment		732,821.00	61,345.98	170,026.35	23.20	562,794.65
<u>Debt Service</u>						
08/471/000	DEBT SERVICE PRINCIPAL	655,493.00	51,470.42	154,138.47	23.51	501,354.53
08/472/000	DEBT SERVICE - INTEREST	188,756.00	14,350.35	43,323.84	22.95	145,432.16
Total Debt Service		844,249.00	65,820.77	197,462.31	23.39	646,786.69
<u>Miscellaneous</u>						
08/480/000	EMPL. BENEFITS & PAYROLL TA	315,252.00	21,812.09	64,820.66	20.56	250,431.34
08/486/000	INSURANCE	43,064.00	0.00	25,832.30	59.99	17,231.70
Total Miscellaneous		358,316.00	21,812.09	90,652.96	25.30	267,663.04
<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	160,063.28	484,861.53	23.35	1,591,408.47
Net Income/<Deficit>		\$ 0.00	\$ 2,312.81	\$ 91,062.42	0.00	(91,062.42)

UNAUDITED

SEWER FUND  
Balance Sheet  
March 31, 2022

**ASSETS**

**Current Assets**

CASH - JBT CHECKING	\$ 1,048,841.51
CASH - PLGIT PRIME	89,965.81
BLAIRCO / MARTY'S MUSIC ESCROW	12,689.61
PETTY CASH - OFFICE	75.00
PETTY CASH - WWTP	50.00
ACCOUNTS RECEIVABLE	32,322.47
	<hr/>

Total Current Assets	1,183,944.40
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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)
	<hr/>

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
	<hr/>

Total Assets	\$ <u><u>13,921,780.33</u></u>
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**LIABILITIES AND RETAINED EARNINGS**

**Current Liabilities**

DUE TO OTHER FUNDS	\$ (277.20)
DUE TO MS4 FUND	(44.73)
	<hr/>

Total Current Liabilities	(321.93)
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**Long Term Liability**

BLAIRCO / MARTY'S MUSIC ESCROW	12,689.61
NET PENSION LIABILITY	34,242.00
DEFERRED INFLOWS OF RESOURCES	74,016.00
	<hr/>

Total Liabilities	120,625.68
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**Retained Earnings**

FUND BALANCE	(206,976.69)
RETAINED EARNINGS	13,917,068.92
Net Income	91,062.42
	<hr/>

Total Retained Earnings	<u>13,801,154.65</u>
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Total Liabilities & Retained Earnings	\$ <u><u>13,921,780.33</u></u>
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UNAUDITED

CAPITAL RESERVE FUND -NEW  
Balance Sheet  
March 31, 2022

ASSETS

Current Assets

NORTHWEST SAVINGS BANK	\$	<u>1,158,182.85</u>	
Total Current Assets			1,158,182.85

Other Assets

Total Other Assets			<u>0.00</u>
Total Assets	\$	<u>1,158,182.85</u>	

LIABILITIES AND FUND BALANCE

Current Liabilities

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

Fund Balance

FUND BALANCE	\$	1,171,209.16	
Net Income		<u>(13,026.31)</u>	
Total Fund Balance			<u>1,158,182.85</u>
Total Liabilities & Fund Balance	\$	<u>1,158,182.85</u>	

MOTOR LICENSE FUND  
Income Statement  
For the Three Months Ending March 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	\$ 3.53	\$ 12.01	12.01	87.99
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	119,017.30	119,017.30	100.44	(517.30)
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>119,020.83</b>	<b>119,029.31</b>	<b>98.29</b>	<b>2,070.69</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>\$ 119,020.83</b>	<b>\$ 119,029.31</b>	<b>(1,202.32)</b>	<b>(128,929.31)</b>

UNAUDITED

## MOTOR LICENSE FUND

## Balance Sheet

March 31, 2022

ASSETSCurrent Assets

CASH - PLGIT	\$	185,331.76
CASH - PLGIT PRIME		97,005.46
		<hr/>

Total Current Assets		282,337.22
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Total Assets	\$	<hr/> 282,337.22 <hr/>
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LIABILITIES AND FUND BALANCECurrent Liabilities

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

FUND BALANCE	\$	163,307.91
Net Income		119,029.31
		<hr/>

Total Fund Balance		282,337.22
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Total Liabilities & Fund Balance	\$	<hr/> 282,337.22 <hr/>
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Unaudited

SEWER CAPITAL FUND  
Income Statement  
For the Three Months Ending March 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	\$ (1,561.23)	\$ (2,034.05)	(40.68)	7,034.05
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>(1,561.23)</u>	<u>(2,034.05)</u>	(5.96)	<u>36,150.05</u>
EXPENDITURES						
30/429/700	MISC	0.00	0.00	0.00	0.00	0.00
30/429/720	EQUIPMENT	0.00	0.00	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>0.00</u>	<u>975.00</u>	4.88	<u>19,025.00</u>
	Net Income/<Deficit>	<u>\$ 14,116.00</u>	<u>\$ (1,561.23)</u>	<u>\$ (3,009.05)</u>	(21.32)	<u>17,125.05</u>

UNAUDITED

## SEWER CAPITAL FUND

Balance Sheet  
March 31, 2022

ASSETSCurrent Assets

CASH - PLGIT PRIME	\$	447,918.19	
INVESTMENTS - EDWARD JONES		536,530.45	
Total Current Assets			984,448.64

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	\$	984,448.64	
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LIABILITIES AND CAPITALCurrent 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		(3,009.05)	
Total Capital			984,448.64
Total Liabilities & Capital	\$	984,448.64	

Unaudited

MS4 FUND  
INCOME STATEMENT  
FOR THE THREE MONTHS ENDING MARCH 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	\$ 17.06	73.92	14.78	426.08
40/350/000	MS4 FEES	112,500.00	9,021.54	30,220.32	26.86	82,279.68
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>9,038.60</u>	<u>30,294.24</u>	26.81	<u>82,705.76</u>
EXPENDITURES						
40/460/200	ADMINISTRATION	500.00	0.00	98.00	19.60	402.00
40/460/300	MISCELLANEOUS	2,500.00	0.00	0.00	0.00	2,500.00
40/460/310	CONSORTIUM PAYMENT	97,000.00	0.00	96,803.76	99.80	196.24
40/460/311	CONSORTIUM ADMIN. 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>0.00</u>	<u>96,901.76</u>	92.29	<u>8,098.24</u>
	NET INCOME	<u>\$ 8,000.00</u>	<u>\$ 9,038.60</u>	<u>(66,607.52)</u>	(832.59)	<u>74,607.52</u>

UNAUDITED

MS4 FUND  
Balance Sheet  
March 31, 2022

ASSETS

Current Assets		
CASH - JBT CHECKING	\$	111,619.96
CASH - PLGIT PRIME		<u>100,244.50</u>
Total Current Assets		211,864.46
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>211,864.46</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	265,152.30	
Net Income	<u>(66,607.52)</u>	
Total Capital		<u>198,544.78</u>
Total Liabilities & Capital	\$	<u><u>211,864.46</u></u>

GENERAL FUND  
Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
18647	VOID	VOIDED CK		
18647V	VOID	VOIDED CK	0.02	0.02
18648	ALL004	ALL CITY MANAGEMENT SERVICES, INC	1,282.00	1,282.00
18649	CEN001	CENTRAL PA CHIEFS OF POLICE	50.00 50.00	100.00
18650	CEN006	CENTRAL PA TECHNOLOGIES	770.00 3,756.02 5,487.02	10,013.04
18651	COV001	COVERALL SERVICE CO - HARRISBURG	495.00	495.00
18652	GRE001	GREATER LEB. REFUSE AUTHORITY	6,581.28	6,581.28
18653	LEB023	LEBANON CO CONSERVATION DIST	100.00	100.00
18654	LIG001	LIGHT'S WELDING, INC.	219.68	219.68
18655	MAR005	MARCO	83.80	83.80
18656	MED002	MEDIA ONE PA	68.56	68.56
18657	MET002	MET- ED	180.12 3,818.92	3,999.04
18658	MEY001	MEYER OIL COMPANY	388.30 720.21	1,108.51
18659	PAD002	PA DUI ASSOCIATION	150.00	150.00
18660	PAL002	PALMYRA SPORTSMAN'S ASSOC. INC	550.00	550.00
18661	PAW001	PENNSYLVANIA AMERICAN WATER CO	209.54 52.05 1,314.13	1,575.72
18662	PEN010	PENNSYLVANIA CHIEFS OF	150.00 150.00	300.00
18663	PEN014	PENNSY SUPPLY, INC.	246.73	246.73
18664	PIT001	PIT'S TRUCK REPAIR	112.50	112.50
18665	SPO001	SSM GROUP, INC.	144.00 72.00 272.00 180.00	

GENERAL FUND  
Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
			252.00	
			610.61	
				1,530.61
18666	TEL001	TELESYSTEM	380.02	
				380.02
18661V	PAW001	PENNSYLVANIA AMERICAN WATER CO		209.54
				52.05
				1,314.13
			1,575.72	
18667	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	27,281.14	
				27,281.14
	VOID	VOIDED CK	0.01	
				0.01
	VOID	VOIDED CK	0.01	
				0.01
18668	AMA001	AMAZON CAPITAL SERVICES	1,199.50	
			148.85	
				1,348.35
18669	ATT001	A T & T MOBILITY	378.25	
				378.25
18670	CDB001	CAMPBELL DURRANT, P.C.	246.00	
				246.00
18671	COH001	COHEN LAW GROUP	1,470.00	
				1,470.00
18672	COM008	COMCAST	107.87	
				107.87
18673	CRY001	CRYSTAL SPRINGS	56.91	
				56.91
18674	GFL001	GFL ENVIRONMENTAL	198.75	
				198.75
18675	MET002	MET- ED	209.54	
				209.54
18676	PA005	PA MUNICIPAL HEALTH INSURANCE CO	24,653.19	
				24,653.19
18677	PAW001	PENNSYLVANIA AMERICAN WATER CO	209.54	
			52.05	
			1,314.13	
				1,575.72
			52.05	
			1,314.13	
				1,366.18
18678	PEN010	PENNSYLVANIA CHIEFS OF	200.00	
				200.00
18679	REE001	REED'S LOCK & ACCESS, INC.	99.00	
				99.00
18680	REI001	REILLY WOLFSON ATTORNEYS AT LAW	2,412.00	
				2,412.00
18681	SIR001	SIRCHIE	68.15	

GENERAL FUND  
Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
				68.15
18682	STA005	STATE WORKERS' INSURANCE FUND	811.00	811.00
18683	ALL004	ALL CITY MANAGEMENT SERVICES, INC	1,025.60	1,025.60
18684	CAN002	CANON FINANCIAL SERVICES, INC.	41.80	41.80
18685	CHR002	CHRIS BOYLE LAW ENFORCEMENT CON	792.00	792.00
18686	FIV001	FIVE STAR INTERNATIONAL, LLC	209.29	209.29
18687	GFL001	GFL ENVIRONMENTAL	10,186.81	10,186.81
18688	HOA001	HOASTER GEBHARD & COMPANY	559.00	559.00
18689	REN002	RENAISSANCE LIFE AND HEALTH INSUR	142.89	142.89
18690	TEA002	TPM LIFE INSURANCE COMPANY	6,978.50	6,978.50
18691	UGI001	UGI	285.74	285.74
18692	WBM001	W.B. MASON CO., INC.	19.29 1.92	21.21
18693	YIN001	NICHOLAS T. YINGST	52.29	52.29
18694	ANN002	ANNVILLE TOWNSHIP PAYROLL FUND	32,440.69	32,440.69
18695	ALL004	ALL CITY MANAGEMENT SERVICES, INC	1,153.80	1,153.80
18696	AUT002	AUTOZONE	66.87	66.87
18697	DOU001	DOURTE ELECTRIC, INC.	391.53	391.53
18698	LOW001	LOWE'S COMPANIES, INC	73.23	73.23
18699	MET002	MET- ED	23.75 30.38 50.00 49.42 73.67 62.19 45.99	335.40
18700	PAW001	PENNSYLVANIA AMERICAN WATER CO	54.11	54.11
18701	TSC001	TRACTOR SUPPLY CREDIT PLAN	129.99	129.99

GENERAL FUND  
Cash Disbursements Journal

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

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

Check #	Vendor ID	Name	Debit Amount	Credit Amount
18702	WBM001	W.B. MASON CO., INC.	32.12	32.12
Total			147,927.17	147,927.17

**SEWER FUND****Cash Disbursements Journal****For the Period From Mar 1, 2022 to Mar 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
14503	HAC002	HACKMAN FIRE EQUIPMENT	1,151.00	1,151.00
14504	LEV001	LEVCO	109.75	109.75
14505	LIG002	LIGHT'S WELDING, INC.	1,640.00	1,640.00
14506	LOW001	LOWE'S COMPANIES, INC.	5.32 16.00	21.32
14507	MEY001	MEYER OIL COMPANY	177.61	177.61
14508	PAW002	P A W C	302.06	302.06
14509	POL001	POLLU-TECH, INC.	10,557.00	10,557.00
14510	PPC001	PPC LUBRICANTS CENTRAL	20.78	20.78
14511	SUB001	SUBURBAN WATER TESTING LAB I	85.00 85.00	170.00
14512	TEL002	TELESYSTEM	152.08	152.08
14513	VIO001	JOSEPH VIOZZI	31.41	31.41
14514	ANN002	ANNVILLE TOWNSHIP PAYROLL FU	14,645.50	14,645.50
14515	AMA001	AMAZON CAPITAL SERVICES	1,199.50	1,199.50
14516	AME005	AMERIGREEN INC.	4,197.18	4,197.18
14517	ANN004	ANNVILLE TWP PENNVEST ACCOU	65,820.77	65,820.77
14518	ATT001	AT&T MOBILITY	253.64	253.64
14519	ENV001	ENVIREP, INC	1,195.00	1,195.00
14520	MIN002	MINCO	306.71 248.05	554.76

**SEWER FUND****Cash Disbursements Journal****For the Period From Mar 1, 2022 to Mar 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
14521	PAM001	PA MUNICIPAL HEALTH INSURANC	20,080.79	20,080.79
14522	PPC001	PPC LUBRICANTS CENTRAL	20.78	20.78
14523	PRW001	PENNA.RURAL WATER ASSO.	420.00	420.00
14524	REI003	REILLY WOLFSON ATTORNEYS AT	481.53	481.53
14525	SUB001	SUBURBAN WATER TESTING LAB I	85.00	85.00
14526	THO001	THOMAS SCIENTIFIC LLC	334.83	334.83
14527	BEA001	BEARINGS, BELTS & CHAIN, INC.	60.90	60.90
14528	DEA001	ANTHONY DEAVEN	150.00	150.00
14529	FIV001	FIVE STAR INTERNATIONAL	209.29	209.29
14530	LOW001	LOWE'S COMPANIES, INC.	187.59	187.59
14531	LUD001	BARRY LUDWIG	150.00	150.00
14532	MAI001	KAREN MAILEN	150.00	150.00
14533	PPC001	PPC LUBRICANTS CENTRAL	20.78	20.78
14533V	PPC001	PPC LUBRICANTS CENTRAL	20.78	20.78
14534	PRE001	PRECISION INSTRUMENT SERVICE	200.00	200.00
14535	REN002	RENAISSANCE LIFE AND HEALTH IN	51.96	51.96
14536	ROO001	HUGH P ROONEY JR	150.00	150.00
14537	SID001	DUSTIN SIDER	150.00	150.00
14538	SUB001	SUBURBAN WATER TESTING LAB I	95.00 70.00	165.00

**SEWER FUND****Cash Disbursements Journal****For the Period From Mar 1, 2022 to Mar 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
14539	THO001	THOMAS SCIENTIFIC LLC	69.86 29.84 125.00	224.70
14540	UGI001	UGI UTILITIES, INC.	1,970.88	1,970.88
14541	ANN002	ANNVILLE TOWNSHIP PAYROLL FU	14,869.38	14,869.38
14542	ANN001	ANNVILLE TOWNSHIP GENERAL FU	29,866.84	29,866.84
14543	ANN007	ANNVILLE TOWNSHIP MS4 FUND	9,021.54	9,021.54
14544	BEA001	BEARINGS, BELTS & CHAIN, INC.	439.91	439.91
14545	COM001	COMMONWEALTH OF PA	1,550.00	1,550.00
14546	DOU001	DOURTE ELECTRIC, INC.	68.00	68.00
14547	HIR001	HIRERIGHT, LLC	70.56	70.56
14548	LIG002	LIGHT'S WELDING, INC.	1,015.52	1,015.52
14549	LOO001	RONALD LOOKENBILL	44.00	44.00
14550	LOW001	LOWE'S COMPANIES, INC.	88.64 24.17	112.81
14551	PAW002	P A W C	283.19	283.19
14552	SUB001	SUBURBAN WATER TESTING LAB I	80.00 85.00	165.00
14553	TSC001	TRACTOR SUPPLY CREDIT PLAN	79.99	79.99
<b>Total</b>			<b>185,070.91</b>	<b>185,070.91</b>

## CAPITAL RESERVE FUND -NEW

## Cash Disbursements Journal

For the Period From Mar 1, 2022 to Mar 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.

MOTOR LICENSE FUND  
Cash Disbursements Journal

For the Period From Mar 1, 2022 to Mar 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 Mar 1, 2022 to Mar 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.

**MS4 FUND**  
**Cash Disbursements Journal**  
**For the Period From Mar 1, 2022 to Mar 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.

## Permits Report

Month of March 2022

Plumbing Permits issued	_____	_____
Plumbing Licenses issued	_____	_____
Excavator Licenses issued	_____	_____
Total Curb/Sidewalk Permit Fees Collected		_____
Total Street Cut Permit Fees Collected		<u>\$1,000.00</u>
Total Tapping Fees Collected		_____

### Tapping Fees

### Zoning Permits

#5-22	Annville Outparcel c/o Red Bell Partners	Erect/Replace Sign	Wall sign and freestanding sign
#6-22	Vito Mannino	Change of Use	Restaurant use
#7-22	Larry & Shirlene Leininger	Add to a Structure	Demo Garage
#8-22	Amanda & Lucas Fiddner	Other	Fence
#9-22	Lebanon Valley College	Replace a Structure	Replace antennae

### Curb/Sidewalk Permits

### Street-Cut Permits

2022-01	UGI Utilities Inc.	101 N. King Street (2 cuts)	Renew gas service
2022-02	UGI Utilities Inc.	518 E. Maple Street (3 cuts)	Install gas service

### Burn Permits

04/30/22 (alternate date-05/07/22)	Annville Youth League	Mike Hughes
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**Fire Department:** It was noted the March 2022 Fire Chief's Report and Monthly Statistical Report for the UHC had been distributed to the Commissioners. Chief Snively began by thanking the Commissioners for their support and their willingness to prepare an updated resolution for the recent grant application submission. He mentioned that they are currently working on an EMS grant for their QRS service. Chief Snively reported that the merger between the Union Hose Company and the Cleona Fire Company is complete and the swearing in of new officers will be taking place later this week. While he noted that the merger is complete and they are now operating as a merged unit, they still have a lot of administrative tasks to handle. Chief Snively then left the meeting at approximately 7:46 PM.

#### **REPORTS OF SPECIAL COMMITTEES:**

**Executive Sessions:** Ms. Gerhart reported that an Executive Session held immediately prior to the evening's meeting to discuss personnel matters, police contract negotiations, professional contract obligations and potential litigation.

**Planning Commission:** Mr. Perrotto reported the Planning Commission April 11, 2022 meeting had been cancelled due to a lack of business.

**Historic Architectural Review Board (HARB):** Mr. Embich reviewed the HARB Report for March 2022, a copy of which is attached hereto and made a part of these minutes. The following items were then addressed:

Certificate of Appropriateness for Signage for Property at 22 West Main Street: At the recommendation of HARB, **MOTION** by Mr. Embich, second by President Moore to issue a Certificate of Appropriateness for building signage at 22 West Main Street as proposed, provided such signage meets necessary zoning requirements. Motion carried unanimously.

Certificate of Appropriateness for Garage Demolition for Property at 559 East Main Street: At the recommendation of HARB, **MOTION** by Mr. Embich, second by Mr. Lively to issue a Certificate of Appropriateness for garage demolition at 559 East Main Street as proposed, provided such signage meets necessary zoning requirements. Motion carried unanimously.

**Wage & Salary:** Nothing to report this month

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

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

#### **OLD BUSINESS:**

T. Embich reports: 04-05-2022 BOC

Thomas Embich

Agenda Items: VII – C, E, F

Date: March 31, 2022 report for April 05, 2022 Meeting

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

HARB meeting of March 21 2022: Two items were addressed:

1. 22 W. Main (United Way signage; Julia Krall) – 3 exterior signs directing clients to the 2<sup>nd</sup> floor offices of the United Way were reviewed- Recommended for Certificate of Appropriateness (COA)
2. 559 E. Main (Good's) –
  - a. Existing garage to be demolished (30x20 feet) and replaced with "barn-type" garage (44x48ft.) "L" shaped. - Recommended demolition portion for Certificate of Appropriateness (COA).
  - b. Because of several unanswered questions on details of the garage, a final recommendation was held-up: size of cupola; stone façade appearance, window configuration, carriage house type garage doors, siding detail. {If HARB responds favorably to Ms. Good's update of the previous items, an addendum recommendation for a full CoA is to be issued.

HARB is next slated to meet on April 18.

**ACTION: Issue two Certificates of Appropriateness as noted above.**

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

1. A combination Zoom and onsite meeting at North Lebanon Board Room was held for the March15 meeting of the LCS Consortium; Embich attended in person for Annville Township. Minutes for the February meeting were accepted. Bills approved for March payment totaled \$14,461.06 for project work by SESI, Maher-Duessel partial audit fee, and RACL management fees.
2. The Engineer's report reviewed the status of on-going projects, particularly the lack of several agreements that allow work to proceed. Supplemental discussion also required a "pre-bid" qualification process to confirm that bidders on proposed projects are adequately qualified. {Post meeting SESI submitted a draft of the RFPQ to the LCSC for comment.}

Next LCSC meeting is scheduled for April 12, 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: April 5, 2022, 7PM; Joe Viozzi to attend;
2. Key points: Recycling outlets are taking less, and costs are rising, particularly transportation/hauling costs.

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

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

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

**Road Safety Audit:** It was noted that the road safety audit was received.

**Revisions to Wireless Facilities Regulations:** Nothing to report this month.

**Landline Telephone System Hardware and Software Obsolescence:** Ms. Gerhart reported that Comcast was contacted and will be conducting a site survey at the wastewater treatment plant to determine the costs involved to run a line for internet access.

**Residential Refuse and Recycling Collection Contract:** Discussion occurred regarding potential changes to the length of the contract, fourth year option, and instituting a limit on the quantity of trash allowed per residential unit. Ms. Gerhart mentioned the need to make this contract appealing to the greatest number of haulers which would hopefully increase the number of bids received. At the consensus of the Commissioner's the contract will be written for three years with an optional fourth year if mutually desired by both parties. The hauler will have the ability to dictate collection limits per residential unit as part of their bid submission. Ms. Gerhart and Mr. Lamoureux will begin reviewing and preparing the contract specifications for the Commissioners' consideration and approval at an upcoming meeting.

**North Ulrich Street Storm Sewer System:** Nothing to report this month.

**NEW BUSINESS:**

**American Rescue Plan Act (ARPA) Reporting Designations:** MOTION by Mr. Lively, second by Mr. Perrotto to ratify designating (1) Nicholas Yingst as an Authorized Representative for Reporting for ARPA reporting as of March 1, 2022 through March 18, 2022 and (2) Karen Gerhart as an Authorized Representative for Reporting for ARPA reporting effective March 17, 2022. Motion carried unanimously.

**Resolution No. 20220405-1 – 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. Perrotto to adopt Resolution No. 20220405-1 as presented, consenting to the use of electronic signatures by Karen A. Gerhart for contracts, agreements, grants, and related 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.

**Application for County Liquid Fuels Funds:** Ms. Gerhart reported the Township was notified it could apply for \$4,767 in Lebanon County Liquid Fuels funds and the Public Works Director suggested an application be submitted in that amount for a new snowplow for the 2009 dump truck. She noted the total cost of the plow was estimated to be \$5,767, and the amount not covered by

**RESOLUTION**  
**20220405-1**

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 **Karen A. Gerhart**  
who is the **Chief Executive Officer** ☒ 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.

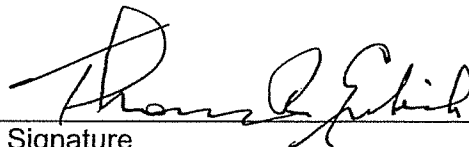
**ATTEST**

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



Signature

**Rex Moore**  
**President/Chair**



Signature

**Thomas R. Embich**  
**Treasurer**



**TO BE EXECUTED BY SECRETARY OF THE GOVERNING BODY:**

I, Karen A. Gerhart, 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 5th ☒ day of April ☒, 2022.

Dated: 04/05/2022

Karen A. Gerhart  
Signature (Secretary)

**Karen A. Gerhart**

**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: 04/05/2022

Karen A. Gerhart  
Signature (authorized signatory)

**Karen A. Gerhart**



Lebanon County Liquid Fuels funds would be incurred by the General Fund. **MOTION** by President Moore, second by Mr. Perrotto to authorize the submission of an application for Lebanon County Liquid Fuels funds in the amount of \$4,767 for a new snowplow. Motion carried unanimously.

**Non-Uniformed Employee Life Insurance Coverage:** **MOTION** by Mr. Perrotto, second by Mr. Embich to increase the level of term life insurance coverage for all non-uniformed employees to \$50,000. Motion carried unanimously.

**Change to Township Administrative Office Hours:** At the recommendation of Ms. Gerhart, **MOTION** by Mr. Hoover, second by Mr. Lively to (1) change the hours for the Township Administrative Office to 8:00 AM to 4:30 PM, Monday through Friday, excepting holidays, (2) set meal periods for the Administrative Department at one-half hour in duration, and (3) authorize these revisions to the Employee Handbook accordingly. Motion carried unanimously.

**Resolution No. 20220405-2 – Requesting a Local Share Assessment Grant for the UHC:** At the request of the UHC, Mr. Lively presented proposed Resolution No. 20220405-2, requesting a Local Share Assessment Grant in the amount of \$26,186 to be used to purchase updated rescue equipment for the UHC. **MOTION** by Mr. Lively, second by President Moore to adopt Resolution No. 20220405-2 as presented. Motion carried unanimously and a copy of this resolution is attached hereto and made a part of these minutes.

**Cellular Phone Stipend:** **MOTION** by Mr. Lively, second by President Moore to reimburse the Township Administrator \$300 per year for cellular phone costs. Motion carried unanimously.

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

**Prairie Fire Farms Grant Assistance Request:** It was noted a request was received from Prairie Fire Farms in East Hanover Township, requesting the Township assist in receiving \$300,000 in State Redevelopment Assistance Capital Program (RACP) funding for rebuilding a barn on its property. Mr. Embich shared that we have worked with entities within Annville Township for grant assistance, but he is concerned that approval of this request may lead to many other organizations outside our boundaries seeking our assistance in the future. Mr. Perrotto stated that their cause is admirable but shared his concern about taking on another grant project while our administrative office is still in transition from recent staffing changes. Ms. Gerhart was directed to inform Prairie Fire Farms that Annville Township is not able to assist with their grant request.

**Union Hose Press Release:** It was noted this was discussed earlier in the meeting.

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

**ADJOURNMENT:** There being no further business to come before the Board,

RESOLUTION NO. 20220405-2

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
ANNVILLE TOWNSHIP, LEBANON COUNTY, PENNSYLVANIA,  
REQUESTING A STATEWIDE LOCAL SHARE ASSESSMENT FUND GRANT OF  
THE COMMONWEALTH FINANCING AUTHORITY AND ANY RELATED ACTIONS**

**BE IT RESOLVED** by the Annville Township Board of Commissioners that Annville Township, Lebanon County, Pennsylvania hereby requests a Statewide Local Share Assessment grant of \$26,186.00 from the Commonwealth Financing Authority to be used to purchase updated rescue equipment for the Union Hose Company of Annville, and authorizes the filing of an application for same, including all understandings and assurances contained therein.

**BE IT FURTHER RESOLVED** by the Annville Township Board of Commissioners that it directs and authorizes the President of the Board of Commissioners, Rex A. Moore, or his successor, and the Township Secretary, Karen A. Gerhart, or her successor, to serve as the official(s) to execute any and all documents and agreements between Annville Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

**ADOPTED** this fifth day of April, 2022.

ATTEST:

BOARD OF COMMISSIONERS  
ANNVILLE TOWNSHIP  
LEBANON COUNTY, PENNSYLVANIA

By:

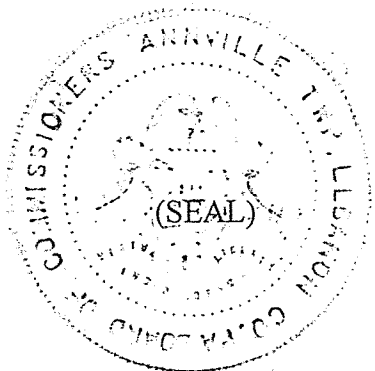
Karen A. Gerhart  
Karen A. Gerhart, Secretary

By:

Rex A. Moore  
Rex A. Moore, President

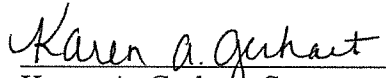
I, Karen A. Gerhart, duly qualified Secretary of Annville Township, Lebanon County, Pennsylvania, hereby certifies that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Commissioners at a regular meeting held April 5, 2022 and said Resolution has been recorded in the Minutes of Annville Township and remains in effect as of this date.


**IN WITNESS THEREOF**, I affix my hand and attach the seal of Annville Township, this fifth day of April, 2022.



Karen A. Gerhart  
Karen A. Gerhart, Secretary

**MOTION** by Mr. Hoover, second by Mr. Lively to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 8:24 PM.

  
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Karen A. Gerhart, Secretary

  
\_\_\_\_\_  
Rex A. Moore, President

