

**AGENDA**  
**EAST NOTTINGHAM TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
*September 11, 2018*

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- I. Call Meeting To Order
- II. Pledge of Allegiance & Moment of Silence
- III. Public Comment on Agenda Items
- IV. Approve Agenda
- V. Executive Session & Fact Finding Meeting
- VI. Minutes – Draft Minutes on the table
- VII. Treasurer’s Report – Suzanne Hamlin
- VIII. Road Report - Roadmaster Bill Weaver
- IX. OASA Report
- X. OARA Report
- XI. Escrow
  - 1) Frank and Angela Lobb Final Release
- XII. Subdivisions
  - 1) State Street Products Co -Withdrawal of land development plan
  - 2) Media Mennonite Church Final Plan Approval
- XIII. Supervisors
  - 1) CD Renewal
  - 2) Sign revised Brandywine Valley SPCA’s Animal Protective Services agreement
  - 3) Set Budget Meeting for October
  - 4) New Pickup Extended Warranty
  - 5) Temporarily closing Fulton Road
  - 6) Funding and Purchase Agreement for Ag Preservation Easement for Glenroy Farm and Glenknockie Family
  - 7) Secretary Hiring
  - 8) New Hire Drug Testing

- 9) Addition of Maplink to codified code of ordinances
- 10) Dumpster Day (set for October 12 from 7-3 & October 13 from 7-3)
- 11) Santa to Come to East Nottingham Township
- 12) 300<sup>th</sup> Celebration Car Show postponed to 10/13/18, noon -- 4 pm

#### XIV. Bills For Approval

#### XV. Minutes- Regular Meeting August 14, 2018

#### Special Meeting August 23, 2018

#### XVI. Correspondence

- Langston – Letter to Junk Yard to remove Unauthorized Parking of Vehicles
- Chester County Health Department Mosquito Treatment Schedule
- OxRem Minutes, Drafts, Action Items August 2018
- SIMS Report East Nottingham Township
- Octoraro Watershed Association Annual Picnic
- ChesCo Municipal Stormwater Summit Agenda / Prelim Program
- Oxford Library
- Brandywine Conservancy
- PSTATS Flagger Training
- Century Oak for meeting to allow application to proceed
- Traffic Counting
- Horsham Township seeking Fire Marshal / Emergency Management Coordinator
- CCEDC Upcoming Events
- Municipal Recycling
- Union Fire Co. Liaison Meeting
- PAAZO Meeting Wrightstown Township
- Chester Water Authority
- PSATS Training
- DEP Code Orange
- Good Neighbors
- FEMA Course
- OASD Agenda
- OASD Meeting Minutes
- SCCCC Women in Business
- PSTATS CDL Program
- PSTATS Webinar Wednesdays Social Media
- ORPC Meeting
- PSTATS Conference Workshop
- CWA Water Flushing
- PSTATS News Bulletin
- Chester Country Planning Commission SALDO Planning Course
- Township Emergency Mgt. Fall Exercise Forum
- Chester County 2020 Master Planner Program – Course in Subdivision and Land Development Review
- SPCA July 2018 Total Stats for Brandywine Valley SPCA PA Campus
- PROP Recycling – Route Fifty
- Township Engineers Fall Seminar
- ORPC Meeting Materials – Press Release, When in doubt, throw it out
- PAAZO Fall Seminar
- US Post Office Business Customers
- PSTATS Annual Conference
- PSTATS RE: Fake Mailers
- Chester County Commissioners Office
- Smart & Resilient Cities Partner

**XVII. Residents asked to be on Agenda**

- Shelia Bare
- Gary Coates RE: Double Standards

**XVIII. Recognition of Visitors**

**XIX. Adjournment**

**MEETING MINUTES**  
**EAST NOTTINGHAM TOWNSHIP**  
**BOARD OF SUPERVISORS - REGULAR MEETING**  
**September 11, 2018**

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The Regular Meeting of the East Nottingham Township Board of Supervisors was held in the Township Building on September 11, 2018 at 7 p.m. Those present were: Chairman Joe Herlihy, Vice Chairman Sam Goodley, Jr., Supervisor Art Rieck, Supervisor Shelley Meadowcroft, Supervisor Michael Watson, Solicitor Winifred M. Sebastian, Treasure Suzanne Hamlin, Zoning Officer PJ Scheese, Assistant Secretary Kelli Karlton and Guests.

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**Chairman Joe Herlihy called the meeting to order at 7:08 P.M.** immediately following the work session.

**The Pledge of Allegiance was led by Chairman Herlihy and a moment of silence was observed in remembrance of 9/11.**

**Public Comment on Agenda Items - None**

**AGENDA APPROVAL –**

A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck to Amend the Agenda adding:

Item #14 RE: John Reynolds EMC Resolution

Item #15 RE: Recreation Per Capita

Ayes: 5      Nays: 0      Abstain:      0

A motion was made by Supervisor Rieck, seconded by Supervisor Meadowcroft to approve the new Agenda. The motion carried.

Ayes: 5      Nays: 0      Abstain:      0

**Executive Session –** Solicitor Sebastian reports there was an Executive Session regarding Litigation and a **Fact Finding Session** regarding Agenda Items.

Chairman Herlihy told the audience that the Regular Meeting Minutes for August 14, 2018 and Special Meeting Minutes August 23, 2018 were on the table if anyone wished to read them.

**TOWNSHIP TREASURE'S REPORT -** Suzie Hamlin gave her report stating cash assets amount to \$3,757,685.50. Income received for August 2018 totals \$257,200.78. General Fund balance as of 8/31/18 is \$1,561,345.55. Bills for Approval total \$48,775.93.

**ROAD REPORT** – Roadmaster Bill Weaver gave his road report. Roadmaster reported that it was a routine month. Lots of tree trimming. Doing some road lining. Getting ready for Dumpster Day, October 12 & 13, 2018.

**OASA REPORT**

Vice Chairmen Goodley reported. Vice Chairman stated OASA is meeting at Lower Oxford until the end of the year. OASA is still perusing a sale.

**OARA REPORT**

Michael Watson gave the report. OARA met on 8/16/18 without a quorum. Insurance rates were reviewed and another quote was received, but OARA is staying with their current company who has the best rates. OARA is looking into gas cards. OARA and the library are possibly going to work together to write a grant for book trail. The water (via well) is the responsibility of the Borough. OARA is working on a tentative plan for phase 2 and 3 and is working on one for the per capita fee.

**ESCROW**

**Frank and Angela Lobb Final Release**

A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck to release escrow funds in the amount of \$14,375.00. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**SUBDIVISIONS**

• **State Street Products Co. – Withdrawal of Land Development Plan**

A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck to approve Resolution No. 2018-93 to accept the withdrawal of the State Street Products Land Development Plan. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**SUPERVISORS**

**1) CD Renewal –**

A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck, to transfer matured 100,000 CD to General Fund Savings and have Suzie get information on possibly investing future funds with PLGIT. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**2) Sign revised Brandywine Valley SPCA's Animal Protective Services Agreement**

A motion was made by Supervisor Meadowcroft, seconded by Chairman Herlihy to sign the service agreement. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**3) Set Budget Meeting for October**

A motion was made by Vice Chairman Goodley, seconded by Supervisor Watson, for set the Budget Meeting for October 23, 2018 at 6:00 PM. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

A motion was made by Vice Chairman Goodley, seconded by Supervisor Watson to approve advertising the Budget Meeting. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**4) New Pickup Truck Warranty**

A motion was made by Chairman Herlihy, seconded by Supervisor Rieck, to approve \$1,938.00 for the extended warranty for the new pickup truck. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**5) Temporarily closing Fulton Road**

A motion was made by Supervisor Watson, seconded by Supervisor Rieck, to approve Resolution No. 2018-94 to temporarily close Fulton Road 9/12/18 at 12 Noon until 9/18/18 at 12 Noon. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**6) Funding and Purchase Agreement for Ag Preservation Easement for Glenroy Farm and Glenknockie Family**

A motion was made by Vice Chairman Goodley, seconded by Supervisor Rieck, to enter into the agreement. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

A motion was made by Vice Chairman Goodley, seconded by Supervisor Rieck, approve the Funding of \$161,320.50. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**7) Secretary Hiring –**

Supervisor Watson reported inquiry with PSATS regarding background checks. Still looking into.

**8) New Hire Drug Testing -**

A motion was made by Supervisor Watson, seconded by Chairman Herlihy, to approve drug testing through PSATS New Hire(s). The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**9) Office Etiquette -**

Supervisor Watson asked all residents to not walk into township employee offices to protect the employees and residents privacy.

**10) Addition of Maplink to codified code of ordinances –** Zoning Office PJ Scheese. Told the board about Maplink and our codified ordinance, the board showed no interest at this time.

**11) Dumpster Day – October 12, 2018 7 AM – 6 PM & October 13, 2018 7 AM – 3 PM**

A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck, to approve the dates and advertise Dumpster Day. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**12) Santa Claus to come to East Nottingham Township**

A motion was made by Supervisor Meadowcroft, seconded by Chairman Herlihy, to approve up to \$200 for Santa event at the township 12/14/18. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**13) 300<sup>th</sup> Celebration Car Show postponed to 10/13/18, 12 Noon – 4 PM**

**14) John Reynolds EMC Resolution -**

A motion was made by Supervisor Rieck, seconded by Vice Chairman Goodley, for the approval of EMC Coordinator John Reynolds, Resolution No. 2018-95. The motion carried.

Ayes: 4      Nays: 1 (Meadowcroft)      Abstain: 0

**15) Recreation Per Capita –**

Supervisor Watson reported the Per Capita is currently at \$1.00. OARA seeking \$2.00 Per Capita for 2019. This will be added to the October 23, 2018 Budget Meeting.

*Supervisor Michael Watson made a motion to increase the Per Capita for 2019. The motion failed for lack of a second.*  
*K. Langston*

**BILLS FOR APPROVAL**

A motion was made by Supervisor Meadowcroft and seconded by Supervisor Rieck to approve all bills except for Solicitor Sebastian. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

A motion was made by Chairman Herlihy and seconded by Supervisor Meadowcroft to approve payment of Solicitor Sebastian. The motion carried.

Ayes: 4      Nays: 0      Abstain: 1 (Sam Goodley)

**MINUTES FOR APPROVAL**

A motion was made by Supervisor Rieck, seconded by Supervisor Meadowcroft, to approve the Regular Minutes of August 14, 2018. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck, to approve the Special Meeting Minutes of August 23, 2018. The motion carried.

Ayes: 5      Nays: 0      Abstain: 0

**RESIDENTS ASKED TO BE ON AGENDA**

- Shelia Bare – Zoning Officer and Engineer to determine what, if anything, Township can do legally.
- Gary Coates – Double Standards

**RECOGNITION OF VISITORS**

**I. Correspondence**

- Langston – Letter to Junk Yard to remove Unauthorized Parking of Vehicles
- Chester County Health Department Mosquito Treatment Schedule
- OxRem Minutes, Drafts, Action Items August 2018
- SIMS Report East Nottingham Township
- Octoraro Watershed Association Annual Picnic
- ChesCo Municipal Stormwater Summit Agenda / Prelim Program
- Oxford Library



- Brandywine Conservancy
- PSTATS Flagger Training
- Century Oak for meeting to allow application to proceed
- Traffic Counting
- Horsham Township seeking Fire Marshal / Emergency Management Coordinator
- CCEDC Upcoming Events
- Municipal Recycling
- Union Fire Co. Liaison Meeting
- PAAZO Meeting Wrightstown Township
- Chester Water Authority
- PSATS Training
- DEP Code Orange
- Good Neighbors
- FEMA Course
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- PSTATS Webinar Wednesdays Social Media
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- PSTATS Annual Conference
- PSTATS RE: Fake Mailers
- Chester County Commissioners Office
- Smart & Resilient Cities Partner

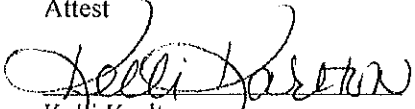
**A motion was made by Supervisor Watson, seconded by Supervisor Meadowcroft to adjourn the meeting. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

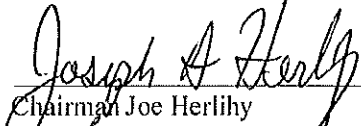
The meeting adjourned at 8:13 p.m.

Respectfully submitted by Kelli Karlton

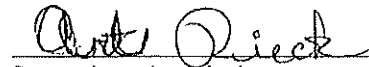
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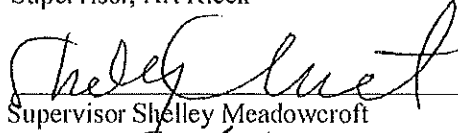
  
Kelli Karlton  
Assistant Township Secretary

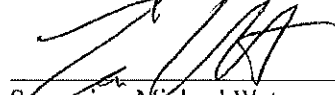
Date: 10/9/18

  
Chairman Joe Herlihy

  
Vice Chairman Sam Goodley

  
Supervisor, Art Rieck

  
Supervisor Shelley Meadowcroft

  
Supervisor Michael Watson

**East Nottingham Township  
Treasurer's Report**

**FUND BALANCES AS OF 8/31/2018**

|  |              |                     |
|--|--------------|---------------------|
| <b>GENERAL FUND:</b>                           |              |                     |
| REGULAR ACCOUNT                                | 1,561,345.55 |                     |
| SAVINGS ACCOUNT                                | 1,252,226.43 |                     |
| TOTAL GEN FUND:                                |              | <b>2,813,571.98</b> |
| <br>   |              |                     |
| <b>OPEN SPACE FUND:</b>                        | 838,082.53   | <b>838,082.53</b>   |
| <br>   |              |                     |
| <b>STATE FUND:</b>                             | 6,030.99     | <b>6,030.99</b>     |
| <br>   |              |                     |
| <b>CERTIFICATE OF DEPOSIT:</b>                 |              |                     |
| MAT.DATE: 9/10/2018 (INTEREST RATE - 1.40 APY) |              | <b>100,000.00</b>   |
| <br>   |              |                     |
| <b>TOTAL CASH ASSETS OF ENT:</b>               |              | <b>3,757,685.50</b> |

**INCOME SUMMARY FOR AUGUST 2018**

|  |                   |
|--|-------------------|
| TOTAL TAXES AND CERTIFICATIONS:        | 207,669.63        |
| TOTAL FINES:                           | 642.87            |
| SUBDIVISION & LAND APP FEE             | 1,510.00          |
| PERMITS, REVIEW FEES, INSPECTION FEES: | 6,577.50          |
| ENGINEERING FEES/INSPECTIONS           | 7,855.50          |
| CABLE TV FRANCHISE FEE                 | 28,739.19         |
| INTEREST EARNED GENERAL FUND           | 53.49             |
| FIRE HYDRANT FEES REIMBURSEMENT        | 3,702.60          |
| MISCELLANEOUS                          | 350.00            |
| REFUND CURRENT YEAR EXPENDITURE        | 100.00            |
| TOTAL INCOME:                          | <b>257,200.78</b> |

GENERAL FUND BALANCE 7/31/2018

1,458,893.53

BILLS PRESENTED FOR PAYMENT 8/14/2018  
WEEKLY PAYROLL FOR AUGUST

48,493.94  
33,954.96

| Date      | Number | Payee   | Payment          |           |            |
|-----------|--------|---|------------------|-----------|------------|
| 8/1/2018  | ACH    | Keystone Health Plan East                     | 5,255.54         |           |            |
| 8/1/2018  | ACH    | PA Dept. of Revenue                           | 685.69           |           |            |
| 8/2/2018  |        | 18592 Lincoln National Life Insurance Company | 285.30           |           |            |
| 8/2/2018  |        | 18593 PECO                                    | 672.91           |           |            |
| 8/6/2018  | ACH    | 941 Federal Tx Dep                            | 2,495.04         |           |            |
| 8/6/2018  | ACH    | Nationwide Trust Company                      | 1,400.00         |           |            |
| 8/9/2018  |        | 18598 Dennis Lindsey                          | 71.76            |           |            |
| 8/9/2018  |        | 18599 England, Steven L                       | 243.17           |           |            |
| 8/13/2018 | ACH    | 941 Federal Tx Dep                            | 2,507.44         |           |            |
| 8/16/2018 |        | 18648 Recorder of Deeds                       | 73.50            |           |            |
| 8/16/2018 |        | 18647 Joyce Krauss                            | 160.00           |           |            |
| 8/17/2018 |        | 18648 PECO                                    | 8.91             |           |            |
| 8/20/2018 | ACH    | PA Dept. of Revenue                           | 584.53           |           |            |
| 8/20/2018 | ACH    | 941 Federal Tx Dep                            | 2,016.60         |           |            |
| 8/21/2018 | debit  | Homestead                                     | 1,049.99         |           |            |
| 8/22/2018 | debit  | PSATS   | 100.00           |           |            |
| 8/23/2018 |        | 18659 William C. Weaver                       | 117.19           |           |            |
| 8/23/2018 |        | 18660 TSDI Corp.                              | 75.00            |           |            |
| 8/23/2018 |        | 18661 Toshiba Business Solution               | 152.48           |           |            |
| 8/27/2018 | ACH    | 941 Federal Tx Dep                            | 2,794.74         |           |            |
| 8/28/2018 | debit  | Microsoft                                     | 158.89           |           |            |
| 8/29/2018 |        | 18674 PSATS                                   | 20.00            |           |            |
| 8/30/2018 |        | 18673 Joyce Krauss                            | 174.88           |           |            |
| 8/30/2018 |        | 18675 Providence Autos                        | 50,658.00        |           |            |
| 8/30/2018 |        | 18676 U.S. Postal Service                     | 50.00            |           |            |
| 8/31/2018 | ACH    | Intuit  | 20.00            |           |            |
|           |        |   | <u>72,299.86</u> | 72,299.86 | 154,748.76 |

FUNDS DEPOSITED DURING AUGUST 2018

257,200.78

GENERAL FUND BALANCE 8/31/2018

1,561,345.55

**East Nottingham Township  
Bills for Approval  
September 11, 2018**

| Date      | Number | Payee                                   | Description                            | Payment          |
|-----------|--------|---|--|------------------|
| 9/11/2018 | 18691  | Alger Oil, Inc                          | fuel                                   | 709.70           |
| 9/11/2018 | 18692  | Bayshore Ford Truck Sales Inc.          | parts                                  | 137.96           |
| 9/11/2018 | 18693  | Cameron's Hardware & Supply, Inc.       | supplies                               | 355.07           |
| 9/11/2018 | 18694  | John Deer Financial                     | parts                                  | 16.03            |
| 9/11/2018 | 18695  | Kimball Midwest                         | supplies                               | 633.22           |
| 9/11/2018 | 18696  | Lawson Products, Inc.                   | supplies                               | 871.05           |
| 9/11/2018 | 18697  | Tractor Supply Co.                      | supplies                               | 160.64           |
| 9/11/2018 | 18698  | Woodcrest Supply                        | rags                                   | 195.00           |
| 9/11/2018 | 18699  | 21st Century Media                      | advertising                            | 135.83           |
| 9/11/2018 | 18700  | AECOM Technical Services, Inc.          | MS4 permitting                         | 3,005.19         |
| 9/11/2018 | 18701  | Armstrong One Wire                      | phones/Internet                        | 333.55           |
| 9/11/2018 | 18702  | Brandywine Valley SPCA                  | animal control                         | 127.29           |
| 9/11/2018 | 18703  | Brutscher, Foley, Milliner & Land, LLP  | ZHB-Keller                             | 1,032.50         |
| 9/11/2018 | 18704  | Central Penn Gas                        | gas                                    | 31.59            |
| 9/11/2018 | 18705  | Daisy Mae Printing & Deslgn             | 300th Birthday celebration             | 882.90           |
| 9/11/2018 | 18706  | Oxford Library                          | 2018 Donation                          | 10,000.00        |
| 9/11/2018 | 18707  | Stantec Consulting Services Inc.        | engineering fees                       | 4,484.50         |
| 9/11/2018 | 18708  | Toshiba Financial Services              | maintenance contract                   | 203.52           |
| 9/11/2018 | 18709  | TSDI Corp.                              | computer maintenance                   | 375.00           |
| 9/11/2018 | 18710  | W.B. Mason Co., Inc                     | office supplies                        | 1,165.88         |
| 9/11/2018 | 18711  | Weaver's Mowing & Tractor Service LLC   | Nottingham Daycare 2656 Baltimore Pike | 450.00           |
| 9/11/2018 | 18712  | Weaver's Mowing & Tractor Service LLC   | 423 5th Street                         | 600.00           |
| 9/11/2018 | 18713  | Hamlin, Suzanne                         | tax clerk/tax certifications           | 517.80           |
| 9/11/2018 | 18714  | Goodley, Jr., Samuel A.                 | 3rd quarter Supervisor salary          | 550.19           |
| 9/11/2018 | 18715  | Herlthy, Joseph A                       | 3rd quarter Supervisor salary          | 550.19           |
| 9/11/2018 | 18716  | Meadowcroft, Michelle M                 | 3rd quarter Supervisor salary          | 550.19           |
| 9/11/2018 | 18717  | Rieck, Arthur E                         | 3rd quarter Supervisor salary          | 550.19           |
| 9/11/2018 | 18718  | Watson, Michael W                       | 3rd quarter Supervisor salary          | 550.19           |
| 9/11/2018 | 18719  | PJ Scheese                              | mileage                                | 69.76            |
| 9/11/2018 | 18720  | Winifred Moran Sebastian                | solicitor fees                         | 5,266.00         |
| 9/11/2018 | 18721  | H.A.R.I.E.                              | workers compensation renewal           | 14,265.00        |
|           |        |   |  | <b>48,775.93</b> |
|           |        | <b>Escrow Fund:</b>                     |  |                  |
| 9/11/2018 | 534    | Stantec Consulting Services Inc         | engineering fees                       | 1,000.00         |
| 9/11/2018 | 535    | Winifred Moran Sebastian                | solicitor fees                         | 1,225.00         |
|           |        |   |  | <b>2,225.00</b>  |
|           |        | <b>Supplemental Checks:</b>             |  |                  |
| 8/1/2018  | ACH    | Keystone Health Plan East               | health insurance                       | 5,255.54         |
| 8/1/2018  | ACH    | PA Dept. of Revenue                     | state tax deposit                      | 565.69           |
| 8/2/2018  | 18592  | Lincoln National Life Insurance Company | life insurance                         | 285.30           |
| 8/2/2018  | 18593  | PECO                                    | electric                               | 672.91           |
| 8/6/2018  | ACH    | 941 Federal Tx Dep                      | federal tax deposit                    | 2,495.04         |
| 8/6/2018  | ACH    | Nationwide Trust Company                | employee paid 457 plan                 | 1,400.00         |
| 8/9/2018  | 18598  | Dennis Lindsey                          | clothing allowance                     | 71.76            |
| 8/9/2018  | 18599  | England, Steven L                       | clothing allowance                     | 243.17           |
| 8/13/2018 | ACH    | 941 Federal Tx Dep                      | federal tax deposit                    | 2,507.44         |
| 8/16/2018 | 18646  | Recorder of Deeds                       | Blank SWM                              | 73.50            |
| 8/16/2018 | 18647  | Joyce Krauss                            | cleaning                               | 150.00           |

**East Nottingham Township  
Bills for Approval  
September 11, 2018**

| <b>Supplemental Checks (continued)</b> |       |                           |   |
|--|-------|---------------------------|---|
| 8/17/2018                              | 18648 | PECO                      | electric 8.91                               |
| 8/20/2018                              | ACH   | PA Dept. of Revenue       | state tax deposit 584.53                    |
| 8/20/2018                              | ACH   | 941 Federal Tx Dep        | federal tax deposit 2,616.80                |
| 8/21/2018                              | debit | Homestead                 | website 1,049.99                            |
| 8/22/2018                              | debit | PSATS                     | advertising secretary position 100.00       |
| 8/23/2018                              | 18659 | William C. Weaver         | mileage/gear head 117.19                    |
| 8/23/2018                              | 18660 | TSDI Corp.                | computer issues 75.00                       |
| 8/23/2018                              | 18661 | Toshiba Business Solution | color copies 152.48                         |
| 8/27/2018                              | ACH   | 941 Federal Tx Dep        | federal tax deposit 2,794.74                |
| 8/28/2018                              | debit | Microsoft                 | software for office laptop 158.99           |
| 8/29/2018                              | 18674 | PSATS                     | webinar 20.00                               |
| 8/30/2018                              | 18673 | Joyce Krauss              | cleaning plus supplies 174.88               |
| 8/30/2018                              | 18675 | Providence Autos          | New Truck Approved BOS April 2018 50,656.00 |
| 8/30/2018                              | 18676 | U.S. Postal Service       | postage 50.00                               |
| 8/31/2018                              | ACH   | Intuit                    | monthly payroll fee 20.00                   |
|  |       |                           | 72,299.86                                   |

**East Nottingham Township  
Budget vs. Actual  
September 11, 2018**

**UNAUDITED**

| Ordinary Income/Expense                              | <u>Actual</u>       | <u>Budget</u>       |
|--|---------------------|---------------------|
| <b>Income</b>  |                     |                     |
| 391.00 · Proceeds of General Fixed Asset             | 15,400.00           |                     |
| 310.000 · Local Tax Enabling Act (511)               |                     |                     |
| 310.03 · P.C. Taxes-Delinquent                       | 22.00               |                     |
| 310.10 · Realty Transfer Taxes                       | 141,830.49          | 200,000.00          |
| 310.21 · Earned Income Tax-Current Year              |                     |                     |
| 310.211 · Keystone Collections Group                 | 973,900.34          | 1,194,600.00        |
| <b>Total 310.21 · Earned Income Tax-Current Year</b> | <u>973,900.34</u>   | <u>1,194,600.00</u> |
| 310.23 · Earned Income Tax-Open Space                |                     |                     |
| 310.231 · Keystone Collections Group                 | 450,073.11          | 570,500.00          |
| 310.23 · Earned Income Tax-Open Space - Other        | 0.00                | 0.00                |
| <b>Total 310.23 · Earned Income Tax-Open Space</b>   | <u>450,073.11</u>   | <u>570,500.00</u>   |
| <b>Total 310.000 · Local Tax Enabling Act (511)</b>  | <u>1,565,825.94</u> | <u>1,965,100.00</u> |
| 321.80 · Cable TV Franchise                          | 83,237.73           | 106,000.00          |
| 331.000 · Fines                                      |                     |                     |
| 331.11 · Fines-violations vehicle code               | 2,882.45            | 10,000.00           |
| 331.12 · Fines - Violation of ordinances             | 0.00                | 2,000.00            |
| <b>Total 331.000 · Fines</b>                         | <u>2,882.45</u>     | <u>12,000.00</u>    |
| 341.00 · Interest Earnings                           |                     |                     |
| 341.111 · Interest Earnings-State Fund               | 56.21               | 200.00              |
| 341.11 · Interest Earnings-Open Space                | 363.62              | 300.00              |
| 341.00 · Interest Earnings - Other                   | 1,552.79            | 5,000.00            |
| <b>Total 341.00 · Interest Earnings</b>              | <u>1,972.62</u>     | <u>5,500.00</u>     |
| 364 · State Capital/Operating Grant                  |                     |                     |
| 364.15 · Recycling/Act 101                           | 847.97              | 2,000.00            |
| <b>Total 364 · State Capital/Operating Grant</b>     | <u>847.97</u>       | <u>2,000.00</u>     |
| 355.01 · Public Utility Realty Tax                   | 0.00                | 2,000.00            |
| 355.02 · Liquid Fuels Allocation                     | 362,355.81          | 356,525.00          |
| 355.06 · Pension Allocation From State               | 0.00                | 14,000.00           |
| 355.07 · Foreign Fire Ins. Premium                   | 0.00                | 60,000.00           |
| 361.000 · Charges for Services                       |                     |                     |
| 361.58 · Tax Certifications                          | 195.00              | 500.00              |
| 361.30 · Sub. & Land Dev. Application                | 1,510.00            | 3,000.00            |
| 361.34 · Zoning Hearing Board Fees                   | 0.00                | 3,000.00            |
| 361.36 · Engineering Fees/Inspections                | 24,934.50           | 10,000.00           |
| 361.45 · Legal/Review Fees                           | 0.00                | 500.00              |
| 361.54 · Sale of Books/Bid Package                   | 0.00                | 200.00              |
| 361.56 · Conditional Use Application Fee             | 0.00                | 300.00              |
| <b>Total 361.000 · Charges for Services</b>          | <u>26,639.50</u>    | <u>17,500.00</u>    |
| 362.000 · Charges - Public Safety                    |                     |                     |
| 362.62 · Commercial Permit                           | 0.00                | 500.00              |
| 362.41 · Building Permits                            | 3,150.50            | 7,000.00            |
| 362.45 · Use & Occupancy Permits                     | 150.00              | 300.00              |



**East Nottingham Township**  
**Budget vs. Actual**  
September 11, 2018

**UNAUDITED**

|  | Actual              | Budget              |
|--|---------------------|---------------------|
| 362.46 · Mobile Home permits/in park                     | 0.00                | 10.00               |
| 362.47 · Road/Driveway Permits                           | 870.00              | 1,500.00            |
| 362.48 · Sign Permits                                    | 30.50               | 700.00              |
| 362.49 · Zoning Permit                                   | 8,388.00            | 15,000.00           |
| 362.51 · Bldg Code Inspection Fees                       |                     |                     |
| 362.511 · Building Code Official                         | 2,264.00            | 4,000.00            |
| 362.51 · Bldg Code Inspection Fees - Other               | 250.00              | 600.00              |
| <b>Total 362.51 · Bldg Code Inspection Fees</b>          | <b>2,514.00</b>     | <b>4,600.00</b>     |
| 362.55 · Demolition Permits                              | 50.00               | 500.00              |
| 362.57 · Fire Co. Endowment                              | 1,404.50            | 3,500.00            |
| 362.58 · State fee for bldg inspectors                   | 265.50              | 500.00              |
| 362.59 · Home Occupation Permit                          | 0.00                | 150.00              |
| 362.60 · Erosion & Sedimentation Permit                  |                     |                     |
| 362.602 · Exemption Application & Permit                 | 3,775.00            | 5,500.00            |
| 362.601 · Stormwater Management Permit                   | 5,050.00            | 4,000.00            |
| 362.60 · Erosion & Sedimentation Permit - Other          | 6,500.00            | 5,000.00            |
| <b>Total 362.60 · Erosion &amp; Sedimentation Permit</b> | <b>15,325.00</b>    | <b>14,500.00</b>    |
| <b>Total 362.000 · Charges - Public Safety</b>           | <b>32,148.00</b>    | <b>48,760.00</b>    |
| 378.00 · Fire Hydrant Fees Reimbursement                 | 19,602.00           | 23,000.00           |
| 379.00 · Other Charges for Service                       | 0.00                | 500.00              |
| 380 · Miscellaneous Revenue                              |                     |                     |
| 380.01 · Lien Payoff                                     | 4,469.00            | 2,500.00            |
| 387.00 · Donations from Private Sectors                  | 0.00                | 6,000.00            |
| 380 · Miscellaneous Revenue - Other                      | 945.00              | 1,000.00            |
| <b>Total 380 · Miscellaneous Revenue</b>                 | <b>5,414.00</b>     | <b>9,500.00</b>     |
| 390.000 · Other Financing Sources                        |                     |                     |
| 395.00 · Refund of Prior Yr Expenditures                 |                     |                     |
| 395.01 · Refund Current Yr Expenditure                   | 1,588.03            | 2,500.00            |
| 395.00 · Refund of Prior Yr Expenditures - Other         | 4.00                | 2,500.00            |
| <b>Total 395.00 · Refund of Prior Yr Expenditures</b>    | <b>1,592.03</b>     | <b>5,000.00</b>     |
| <b>Total 390.000 · Other Financing Sources</b>           | <b>1,592.03</b>     | <b>5,000.00</b>     |
| <b>Total Income</b>                                      | <b>2,117,918.05</b> | <b>2,627,385.00</b> |
| <b>Gross Profit</b>                                      | <b>2,117,918.05</b> | <b>2,627,385.00</b> |
| <b>Expense</b>   |                     |                     |
| 400.000 · General Government                             |                     |                     |
| 400.11 · Supervisor Salary                               | 9,375.00            | 12,500.00           |
| 400.21 · Office Supplies                                 | 7,623.13            | 9,000.00            |
| 400.23 · Postage   | 1,252.12            | 2,000.00            |
| 400.24 · Phone Lines                                     | 7,726.42            | 12,500.00           |
| 400.37 · Office Equip. Maint. Contract                   | 2,484.87            | 4,000.00            |
| 400.42 · PSAT dues, subscriptions, etc.                  | 2,764.00            | 3,500.00            |
| 400.46 · Meetings and Conferences                        | 149.00              | 1,000.00            |
| 400.47 · Recording, Notary Fees, etc.                    | 202.50              | 500.00              |
| <b>Total 400.000 · General Government</b>                | <b>31,577.04</b>    | <b>45,000.00</b>    |

**East Nottingham Township**  
**Budget vs. Actual**  
September 11, 2018

**UNAUDITED**

|  | Actual     | Budget     |
|--|------------|------------|
| 402.000 · Auditors                       |            |            |
| 402.109 · Auditing Services              | 10,250.00  | 10,000.00  |
| Total 402.000 · Auditors                 | 10,250.00  | 10,000.00  |
| 403.000 · Tax Collection                 |            |            |
| 403.11 · Tax Clerk                       | 4,800.00   | 7,200.00   |
| 403.115 · Tax Certification Wages        | 180.00     | 500.00     |
| 403.18 · Commission EIT Collection       | 13,084.54  | 18,000.00  |
| 403.19 · Commission OpenSpace Collection | 5,642.74   | 8,000.00   |
| Total 403.000 · Tax Collection           | 23,707.28  | 33,700.00  |
| 404.000 · Law                            |            |            |
| 404.310 · Solicitor Fees                 | 35,047.46  | 87,070.00  |
| Total 404.000 · Law                      | 35,047.46  | 87,070.00  |
| 405.000 · Secretary                      |            |            |
| 405.12 · Wages                           |            |            |
| 405.122 · Administrative Assistant       | 12,863.33  | 10,000.00  |
| 405.12 · Wages - Other                   | 38,710.39  | 55,000.00  |
| Total 405.12 · Wages                     | 51,573.72  | 65,000.00  |
| 405.26 · Minor Equip/Sm Tools/Computers  | 5,101.90   | 6,000.00   |
| 405.33 · Newsletter                      | 1,822.76   | 4,000.00   |
| 405.34 · Advertising, Printing           | 3,345.49   | 8,000.00   |
| 405.46 · Seminars                        | 250.00     | 100.00     |
| Total 405.000 · Secretary                | 62,093.87  | 83,100.00  |
| 406.000 · Treasurer                      |            |            |
| 406.120 · Wages                          | 48,438.00  | 67,000.00  |
| 406.350 · Bonding                        | 0.00       | 2,500.00   |
| Total 406.000 · Treasurer                | 48,438.00  | 69,500.00  |
| 408.000 · Engineer                       |            |            |
| 408.001 · MS4 Permitting                 | 3,192.52   | 165,000.00 |
| 408.000 · Engineer - Other               | 4,070.50   | 8,000.00   |
| Total 408.000 · Engineer                 | 7,263.02   | 173,000.00 |
| 409.000 · Buildings & Grounds            |            |            |
| 409.74 · Building Security               | 0.00       | 5,000.00   |
| 409.231 · Heating-gas                    | 2,261.24   | 2,500.00   |
| 409.25 · Supplies/Maintenance            | 3,069.29   | 6,000.00   |
| 409.26 · Supplies-Sm. Tools/Minor Equip  | 198.70     | 3,500.00   |
| 409.27 · Building furnishings            | 530.99     | 500.00     |
| 409.30 · Other services & charges        | 284.00     | 1,000.00   |
| 409.36 · Electric                        | 3,976.46   | 6,500.00   |
| 409.37 · Repair & Maintenance Services   | 12,231.79  | 4,000.00   |
| Total 409.000 · Buildings & Grounds      | 22,550.47  | 29,000.00  |
| 411.000 · Public Safety                  |            |            |
| 411.58 · Union Fire Co. Ambulance Divisi | 42,247.00  | 42,247.00  |
| 411.53 · Office of Emergency Management  | 0.00       | 1,000.00   |
| 411.54 · Contribution to Vol Fire Co     | 136,761.00 | 136,761.00 |

**East Nottingham Township**  
**Budget vs. Actual**  
September 11, 2018

**UNAUDITED**

|   | Actual            | Budget            |
|---|-------------------|-------------------|
| 411.55 · Disb. of Foreign Fire Co. Prem.            | 0.00              | 60,000.00         |
| 411.56 · Workmen's Comp. for Fire Co.               | 16,715.00         | 17,500.00         |
| 411.57 · Fire Co. Endowment                         | 1,300.00          | 3,500.00          |
| <b>Total 411.000 · Public Safety</b>                | <b>197,023.00</b> | <b>261,008.00</b> |
| <b>413.000 · Code Enforcement</b>                   |                   |                   |
| 413.57 · Return OpenSpace Application Fee           | 500.00            |                   |
| 413.14 · Zoning Officer Wages                       | 40,793.20         | 60,000.00         |
| 413.33 · Other Services-mileage                     | 439.58            | 600.00            |
| 413.40 · Court cost-filing fees                     | 0.00              | 100.00            |
| 413.45 · Code Books                                 | 1,195.00          | 100.00            |
| 413.47 · Refund permit fees                         | 0.00              | 4,000.00          |
| 413.48 · Building Inspector                         |                   |                   |
| 413.482 · BCO Non Employee                          | 0.00              | 3,500.00          |
| <b>Total 413.48 · Building Inspector</b>            | <b>0.00</b>       | <b>3,500.00</b>   |
| 413.49 · Plan Review                                |                   |                   |
| 413.492 · Non Employee                              | 0.00              | 400.00            |
| <b>Total 413.49 · Plan Review</b>                   | <b>0.00</b>       | <b>400.00</b>     |
| <b>Total 413.000 · Code Enforcement</b>             | <b>42,927.76</b>  | <b>68,700.00</b>  |
| <b>414.000 · Zoning and Planning</b>                |                   |                   |
| 414.31 · Professional Services                      | 560.00            | 2,000.00          |
| 414.47 · Zoning Hearing Board                       |                   |                   |
| 414.472 · Return Zoning Hearing Fees                | 0.00              | 100.00            |
| 414.471 · Wages                                     | 0.00              | 1,000.00          |
| 414.47 · Zoning Hearing Board - Other               | 3,753.20          | 3,000.00          |
| <b>Total 414.47 · Zoning Hearing Board</b>          | <b>3,753.20</b>   | <b>4,100.00</b>   |
| 414.48 · Eng. Fees/Inspections                      | 18,416.00         | 10,000.00         |
| 414.50 · Solicitor/Document Review                  | 998.00            | 1,500.00          |
| 414.51 · State inspection Fee                       | 231.50            | 500.00            |
| 414.52 · E&S Review/Inspection                      |                   |                   |
| 414.521 · Stormwater Management Permit              |                   |                   |
| 414.523 · Record Storm Water Agreement              | 0.00              | 100.00            |
| 414.522 · Storm Water Managemen Exemption           | 1,800.00          | 5,500.00          |
| 414.521 · Stormwater Management Permit - Other      | 3,007.50          | 4,000.00          |
| <b>Total 414.521 · Stormwater Management Permit</b> | <b>4,807.50</b>   | <b>9,600.00</b>   |
| 414.52 · E&S Review/Inspection - Other              | 365.00            | 5,000.00          |
| <b>Total 414.52 · E&amp;S Review/Inspection</b>     | <b>5,172.50</b>   | <b>14,600.00</b>  |
| <b>Total 414.000 · Zoning and Planning</b>          | <b>29,129.20</b>  | <b>32,700.00</b>  |
| 419 · Animal Control                                | 3,642.83          | 6,500.00          |
| 427 · Trash Removal                                 |                   |                   |
| 427.01 · Wages-Trash Day                            | 3,898.91          | 8,000.00          |
| 427 · Trash Removal - Other                         | 15,405.71         | 18,000.00         |
| <b>Total 427 · Trash Removal</b>                    | <b>19,304.62</b>  | <b>26,000.00</b>  |
| <b>430.000 · Highways</b>                           |                   |                   |
| 438.236 · Line Painting                             | 2,636.50          | 17,500.00         |

**East Nottingham Township  
Budget vs. Actual  
September 11, 2018**

**UNAUDITED**

|   | <u>Actual</u> | <u>Budget</u> |
|---|---------------|---------------|
| 430.231 · Fuels-gas, diesel, etc.           | 9,912.22      | 9,000.00      |
| 430.238 · Uniforms/Clothing Allowance       | 1,470.76      | 6,000.00      |
| 430.239 · Inspections, batteries, tires     | 615.56        | 3,500.00      |
| 430.251 · Vehicle parts/repair              | 5,916.53      | 10,000.00     |
| 430.26 · Supplies/Small Tools               | 10,737.05     | 15,000.00     |
| 430.32 · Communications                     | 181.42        | 600.00        |
| 430.70 · Major Equip purchases              | 74,293.72     | 100,000.00    |
| 432.000 · Snow/Ice Removal Wages            |               |               |
| 432.01 · Snow Removal-Non Employee          | 0.00          | 2,000.00      |
| 432.000 · Snow/Ice Removal Wages - Other    | 12,319.67     | 20,000.00     |
| Total 432.000 · Snow/Ice Removal Wages      | 12,319.67     | 22,000.00     |
| 433.000 · Traffic Signs                     |               |               |
| 433.01 · Traffic Signal                     | 515.00        | 4,000.00      |
| 433.000 · Traffic Signs - Other             | 2,572.42      | 3,500.00      |
| Total 433.000 · Traffic Signs               | 3,087.42      | 7,500.00      |
| 437.000 · Repair - Tools & Equipment        | 0.00          | 2,000.00      |
| 438.100 · Wages - road maintenance          | 185,843.96    | 260,000.00    |
| 438.235 · Maintenance - Roads               | 53,349.47     | 66,000.00     |
| 439.000 · Road Construction                 | 449,745.34    | 450,000.00    |
| Total 430.000 · Highways                    | 810,109.62    | 969,100.00    |
| 448.00 · Fire Hydrant Fees                  | 54,168.60     | 36,500.00     |
| 460.000 · Culture & Recreation              |               |               |
| 461.000 · Recreation                        | 8,930.00      | 8,930.00      |
| 466.50 · Library Donation                   | 10,000.00     | 10,000.00     |
| 468.50 · Senior Center Donation             | 0.00          | 3,500.00      |
| 469.00 · Other Culture and Recreation       |               |               |
| 469.000 · SCCEMS Donation                   | 42,543.00     | 42,543.00     |
| 469.02 · Historic Commission                | 256.85        | 5,000.00      |
| 469.01 · Neighborhood Services Donation     | 0.00          | 2,000.00      |
| Total 469.00 · Other Culture and Recreation | 42,799.85     | 49,543.00     |
| Total 460.000 · Culture & Recreation        | 61,729.85     | 71,973.00     |
| 461.00 · Open Space Preservation            |               |               |
| 461.01 · Property Monitoring                | 0.00          | 650.00        |
| 461.00 · Open Space Preservation - Other    | 73,721.90     | 570,500.00    |
| Total 461.00 · Open Space Preservation      | 73,721.90     | 571,150.00    |
| 486.000 · Miscellaneous                     |               |               |
| 486.356 · 300th Anniversary                 | 1,382.90      |               |
| 486.362 · Insurance-liability, fire, etc    | 43,509.00     | 45,000.00     |
| 486.364 · Workmen's Compensation Ins.       | 14,265.00     | 17,000.00     |
| 486.000 · Miscellaneous - Other             | 3,764.51      | 6,000.00      |
| Total 486.000 · Miscellaneous               | 62,921.41     | 68,000.00     |
| 487.000 · Employee Benefits                 |               |               |
| 487.162 · Twp share of Medicare             | 5,179.73      | 7,000.00      |
| 487.151 · Disability Insurance              | 2,646.49      | 3,000.00      |

East Nottingham Township  
**Budget vs. Actual**  
 September 11, 2018

**UNAUDITED**

|                                     | <u>Actual</u>    | <u>Budget</u>     |
|-------------------------------------|------------------|-------------------|
| 487.152 · Dental Insurance          | 1,032.72         | 1,750.00          |
| 487.156 · Health Insurance          | 47,299.86        | 64,000.00         |
| 487.158 · Life Insurance            | 1,791.80         | 3,045.00          |
| 487.160 · Pension contributions     | 0.00             | 14,000.00         |
| 487.161 · Twp share of Soc.Sec      | 22,147.80        | 30,000.00         |
| 487.163 · Unemployment Compensation | 1,264.21         | 2,500.00          |
| Total 487.000 · Employee Benefits   | <u>81,362.61</u> | <u>125,295.00</u> |
| Total Expense                       | 1,676,968.54     | 2,767,296.00      |