Pocono Township
PENNSYLVANIA

POCONO TOWNSHIP COMMISSIONERS
AGENDA
October 21, 2019 7:00 p.m.

Open Meeting

Pledge of Allegiance

Roll Call

Public Comments

Comments are for any issue. Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Announcements –

Please remember to sign in as you enter the meeting room.
Warner Road closed until November 18, 2019
Stiles Tunnel closed until May 2020

Hearings –

Ordinance 2019-08 - Running Lane Road Vacation – Motion to adopt Ordinance 2019-08, pursuant to Article XX of the First Class Township Code (53 P.S. 57005), to vacate that section of Wiscasset Avenue which lies between the existing Right-of-Way of state Route 0611 and property owned by Running Lane, LLC. (action item*)

Presentations –

2018 Audit – Zelenkofske Axelrod, LLC

Resolutions

Resolution 2019-19 – Motion to renumber Resolution 2019-18 to 2019-19 adopting the health, safety and welfare standards as related to the Transient Dwelling Use Ordinance. (action item*)

Resolution 2019-20 – Motion to adopt Resolution 2019-20, amending the requested amount for the DCED Multimodal grant for the 611 Tannersville Safety Enhancement Plan to increase the grant amount to $1,751,650.00 (action item*)

Resolution 2019-21 - Motion to adopt Resolution 2019-21 granting conditional approval of the Sanofi Pasteur, Inc. B-78 (Seed Lab) preliminary/final land development plan (action item*)

Resolution 2019-22 – Motion to adopt Resolution 2019-22 granting conditional approval of the Brodhead Creek Regional Authority Pocono Intermediary Tank and Pump Station Project Land Development Plan (action item*)

OLD BUSINESS

1. Motion to approve the minutes of the October 7, 2019 meeting of the Board of Commissioners (action item*)
2. Amber Steak House – recommendation of EDU charge (possible action item*)

NEW BUSINESS

1. **Personnel**

2. **Financial Transactions**

   a. 3rd Q fiscal report
   b. Motion to approve the line item adjustments as recommended by fiscal (action item)
   c. $750,000 CD – Capital – recommendation from fiscal (action item*)
   d. Motion to ratify vouchers payable received through October 17, 2019 in the amount of $ 1,492.53 (action item*)
   e. Ratify gross payroll for pay period ending, 2019 in the amount of $ 96,228.23 (action item*)
   f. Motion to approve vouchers payable received through, 2019 in the amount of $ 279,297.71 (action item*)
   g. Motion to approve capital expenditures received through, 2019 in the amount of $ 90.00 (action item*)
   h. Motion to approve the HRA fees for 2020 at $5.15 per employee involved. (action item*)
   i. Discussion and possible action on purchase of new phone system and wiring in the amount of $7,456.00 from American Computing Services (ACS) (possible action item)
   j. Motion to release the Letter of Credit with CBH20 in the amount of $31,325.00 based upon review by Boucher& James that all outstanding engineering related items have been addressed pertaining to Basin 3. (action item*)

3. **Travel/Training Authorizations (Approve/Ratify)**

Report of the President

Gerald Lastowski

Commissioners Comments

Richard Wielebinski – Vice President

Keith Meeker - Commissioner

Chad Kilby – Commissioner

Jerrod Belvin – Commissioner

Reports

Emergency Service

a. Police
b. EMS
c. Fire

1. **Public Works Report**
    a. Update - road crew projects
    b. Update – Park operations
    c. Update – Lighting from Heritage Center to basketball court
    d. Motion to approve the installation of two driveway pipes at 7174 Moss Drive and Lot 7 in the amount of $502.60 and approve a payment plan of $50.00 per month until paid as recommended by Robert Sargent (action item*)

2. **Administration – Manager's Report**
    a. Update – Regional Comprehensive Plan
    b. Update - Traffic Task Force
    c. Update - Business Association
    d. Update – Mutual Aid Agreement
    e. Update – Green Light Go – 2015
    f. Update – Green Light Go – 2017
    g. Motion to ratify the three-year agreement with PenTeleData for increased broadband service for the police department for a monthly charge of $190.95 (action item*)

3. **Township Engineer Report**
    a. Update - White Oak Culvert replacement project – flood mitigation grant
    b. Update - Right hand turn lanes from Rt. 611 onto Rimrock and Bartonsville Avenue
        - On hold until grant award
    c. Update - TLC Bridge
    d. TLC Dam – submitted for LSA grant
    e. Update - Culvert cleaning maintenance
    f. Update - Master sidewalk plan – multi-modal grant
    g. Update – Erosion and Sedimentation Ordinance
    h. Update – Well at MVP
    i. Update – MS4
    j. Update – generator

4. **Township Solicitor Report**
    a. Update - Exxon Monitoring wells
    b. Update - easements for White Oak culvert and emergency access
    c. Update – easements – Breezewood Drive

Public Comment

Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Executive Session – if necessary

Adjournment

POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA

ORDINANCE NO. 2019 – 08

AN ORDINANCE PURSUANT TO ARTICLE XX, §2005 OF THE FIRST CLASS TOWNSHIP CODE (53 P.S. §57005), TO VACATE THAT SECTION OF WISCASSET AVENUE (TR-168-B), WHICH LIES BETWEEN THE EXISTING RIGHT-OF-WAY OF STATE ROUTE 0611 AND PROPERTY OWNED BY RUNNING LANE, LLC, IDENTIFIED BY MONROE COUNTY TAX CODE NO. 12/11/1/10 AND PIN NO. 12636404744153.

WHEREAS, pursuant to the provisions of Article XX, Section 2005 of the First Class Township Code, 53 P.S. §57005, Pocono Township has the authority, by ordinance, to vacate roads, and parts thereof, which are located wholly or partly in the Township; and

WHEREAS, the portion of the roadway requested to be vacated is no longer used by the traveling public, and the vacation of the same will not be adverse to the health, safety and welfare of the residents of Pocono Township or the traveling public.

NOW, THEREFORE, be it enacted and ordained, by the Board of Commissioners, Pocono Township, Monroe County, Pennsylvania, and it is hereby enacted and ordained by virtue of the activity of the General Assembly of the Commonwealth of Pennsylvania known as the "First Class Township Code, as amended", as follows:

SECTION 1. That portion of Wiscasset Avenue (TR-168-B), between the existing right-of-way of state route 0611 and property owned by Running Lane, LLC, identified by Monroe County Tax Code No. 12/11/1/10 and PIN No. 12636404744153, as hereinafter described, is hereby vacated, and shall no longer constitute part of the Pocono Township public road system.

SECTION 2. The legal description of the area being vacated is attached hereto as Exhibit "A".

SECTION 3. If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality illegality or invalidity shall not affect or impair any remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Board of Commissioners that such remainder shall be and shall remain in full force and effect.

SECTION 4. Any provisions of any existing ordinances, or parts of ordinances, in conflict with this Ordinance, to the extent of such conflict and no further, are hereby repealed.

SECTION 5. A copy of this Ordinance shall be filed in the Office of the Clerk of the Monroe County Court of Common Pleas for the Forty Third Judicial District of Pennsylvania.

SECTION 6. This Ordinance shall take effect upon the last to occur of the following: (a) the expiration of five (5) days from the date of enactment, or (b) receipt by the Board of Commissioners of Pocono Township from Running Lane, LLC, its successors or assigns, of a duly executed Easement and Right-of-Way Agreement (in form and substance acceptable to the Board of Commissioners and suitable for recording) granting permanent and temporary sewer easements and rights-of-way, and any other easements deemed necessary by the Township, in, on, over, under, through and across the portion of Wiscasset Avenue (TR-168-B) which is the subject of this Ordinance, for the installation and maintenance of sewer lines and facilities in connection with the Township central sewage project, as well as any other facilities deemed necessary by the Township.

ENACTED AND ORDAINED this 21st day of October 2019.

ATTEST:

TOWNSHIP OF POCONO
MONROE COUNTY

____
Donna M. Asure
Assist. Township Secretary

____
GERALD J. LASTOWSKI
President, Board of Commissioners

EXHIBIT "A"

TOWNSHIP OF POCONO
MONROE COUNTY, PENNSYLVANIA

RESOLUTION TO APPROVE HEALTH, SAFETY AND WELFARE STANDARDS AS IT RELATES TO THE TRANSIENT DWELLING USE ORDINANCE

RESOLUTION NO. 2019-19

Whereas, Section 8 of Ordinance 2019-07, Transient Dwelling Use provides for the compliance with health, safety and welfare standards.

Whereas, the standards are to be adopted by Resolution of the Board of Commissioners.

Be it ***RESOLVED***, that the Township of Pocono, Monroe County Pennsylvania Board of Commissioners hereby adopts the Health, Safety and Welfare Standards as related to the Transient Dwelling Use Ordinance, No. 2019-07 as attached (Exhibit A). Such standards may be amended as appropriate by resolution.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 21st day of October 2019.

ATTEST:	Township of Pocono Board of Commissioners
By:________________________	By:________________________
Print Name: Donna M. Asure	Print Name: Gerald J. Lastowski
Title: Assist. Township Secretary	Title: President

Pocono Township *Transient Dwelling Unit*
Health, Safety & Welfare Requirements
As required by Ordinance 2019-07, Section 8

Exhibit A

1. Number of bedrooms

2. Number of parking spaces

3. Visible notice of TDU placard on or near front door, describing
   a. Name of owner, or managing agent, and telephone number
   b. 911 address for property
   c. Maximum number of overnight guests
   d. Maximum number of vehicles allowed to park, with parking regulations
   e. Trash pick-up day, with trash regulations
   f. Notice that occupant or guest may be cited for disturbance or violation of Pocono Township Code
   g. Notice that occupant or guest makes dwelling available for inspection upon request by Pocono Township

4. Smoke detector in each bedroom

5. Egress window/door from each bedroom

6. Smoke detector in common hallway

7. Smoke detector on each floor

8. GFCI outlet within 6 feet of water source, and GFCI outside outlets

9. Aluminum or metal exhaust from dryer

10. CO detector if garage is attached

11. Fire extinguisher in kitchen

12. Stairs must be in good condition, with graspable handrail

13. Pool/Hot Tub must be secured in accordance with 2015 ISPSC

14. Advertising must be in compliance with maximum occupancy

TOWNSHIP OF POCONO
MONROE COUNTY, PENNSYLVANIA

RESOLUTION TO APPROVE SUBMISSION OF A MULTIMODAL TRANSPORTATION FUND GRANT

RESOLUTION NO. 2019-20

Be it ***RESOLVED***, that the Township of Pocono, Monroe County Pennsylvania hereby requests a DCED Multimodal Transportation Fund grant in the amount of $1,751,650 from the Commonwealth Financing Authority to be used to complete the SR 0611 Tannersville Safety Enhancement Plan.

Be it ***FURTHER RESOLVED***, that the Applicant does hereby designate the President of the Board of Commissioners and the Township Manager as the officials to execute all documents and agreements between the Township of Pocono and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 21st day of October 2019.

ATTEST:

By:__________________________
Print Name: Donna M. Asure
Title: Assist. Township Secretary

Township of Pocono
Board of Commissioners

By:__________________________
Print Name: Gerald J. Lastowski
Title: President

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2019-21

A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE SANOFI PASTEUR, INC. B-78 (SEED LAB) PRELIMINARY/FINAL LAND DEVELOPMENT PLAN

WHEREAS, the applicant, Sanofi Pasteur, Inc., submitted a plan application titled "Preliminary/Final Land Development Plans, Sanofi Pasteur Inc., B-78 (Seed Lab)" (the "Plan"). The applicant proposes to construct a two-story, 18,360 square foot seed lab building, new utility trestle extension, concrete and asphalt sidewalks, loading dock areas, utility relocation, storm sewer and other site improvements. The property is owned by Sanofi Pasteur, Inc., and is known as Monroe County Tax ID No. 12/12/2/10-2, PIN No. 12636402969225; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated July 8, 2019, September 23, 2019 and October 15, 2019; and

WHEREAS, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on September 23, 2019; and

WHEREAS, the Pocono Township Board of Commissioners desires to take final action on this Plan.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Section 390-29.G.(7): A viewshed analysis must be submitted. *The applicant shall not be required to provide a viewshed analysis as seed lab is more than 2,000 feet from any roads in an already developed site.*

2. SALDO Section 390-29.J: Title search must be provided. *The applicant shall not be required to provide a title search. The applicant has provided a deed evidencing ownership of the property.*

3. SALDO Sections 390-32.B and 390-35: Performance Guarantee. *The applicant shall not be required to provide a performance guarantee as a condition of recording the plan as no public improvements are proposed.*

4. SALDO Section 390-41: Development Agreement. *The applicant shall not be required to enter into a development agreement as a condition of recording the plan as no public improvements are proposed.*

5. SALDO Section 390-48.W.(1): The maximum slope of any earth embankment shall not exceed one foot vertical to three feet horizontal. *The applicant shall be permitted a 2 to 1 slope south of the proposed building and between it and the existing paved drive.*

6. SALDO Section 390-55.F.(3): Buffering requirements along property lines and rights-of-way. *The applicant shall not be required to install additional plantings due to the existing woodlands.*

7. SALDO Section 390-55.I(2)(k): A detailed cost estimate is required showing the value of all proposed landscaping, including labor and materials. *The applicant shall not be required to produce a cost estimate for landscaping.*

That the "Preliminary/Final Land Development Plans, Sanofi Pasteur Inc., B-78 (Seed Lab)" as shown on the plan prepared by Borton Lawson Engineering, dated May 31, 2019, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer's letters dated July 8, 2019, September 23, 2019 and October 15, 2019.

2. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.

3. The applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.

4. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.

5. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.

6. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.

7. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 21st day of October, 2019.

ATTEST:	Township of Pocono Board of Commissioners
By:____________________________	By:____________________________
Print Name: Donna M. Asure	Print Name: Gerald J. Lastowski
Title: Assist. Township Secretary	Title: President

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2019-22

A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE BRODHEAD CREEK REGIONAL AUTHORITY POCONO INTERMEDIARY TANK AND PUMP STATION PROJECT LAND DEVELOPMENT PLAN

WHEREAS, the applicant, Brodhead Creek Regional Authority, submitted a plan application titled "Land Development Plan for Brodhead Creek Regional Authority Pocono Intermediary Tank and Pump Station Project" (the "Plan"). The applicant proposes to construct a two (2) 60-foot diameter, 37-foot high water tanks, a 50-foot by 60-foot equipment building, pump station, paved driveway and stormwater management facilities. The property is owned by the Brodhead Creek Regional Authority, and is known as Monroe County Tax ID No. 12/7/1/6, PIN No. 12637304514234; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated July 19, 2019, September 6, 2019 and October 3, 2019; and

WHEREAS, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on September 23, 2019; and

WHEREAS, the Pocono Township Board of Commissioners desires to take final action on this Plan.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Section 390-29.G.(7): A viewshed analysis must be submitted. *The applicant shall not be required to provide a viewshed analysis as site shall remain mainly wooded with existing trees.*

2. SALDO Section 390-38.B: Requirement of a plan for the succession of ownership, operation and maintenance. *The applicant shall not be required to provide such a plan.*

3. SALDO Section 390-43.A.(6)(e)[2][e]: Requirement of steep slope easement. *The applicant shall not be required to provide a steep slope easement. A note has been added to the plan stating that future impacts to steep slopes over 20% shall be reviewed and approved by the Township.*

4. SALDO Section 390-48.T.(13)(a): Access drive within legal right-of-way of the public road, or for a distance of at least 20 feet from the edge of the cartway, whichever is greater, shall not have grade in excess of 4%. *The applicant shall be permitted to install*

a driveway with a 12% grade in order to minimize earth disturbance and impacts to existing natural resources.

5. SALDO Section 390-48.T.(13)(b): Access drive entrances into all nonresidential and nonagricultural use properties shall be no less than 24 feet in width. *The applicant shall be permitted to install a 16-foor wide driveway in order to minimize earth disturbance and impacts to existing natural resources.*

6. SALDO Section 390-48.W.(1): The maximum slope of any earth embankment shall not exceed one foot vertical to three feet horizontal. *The applicant shall be permitted a 2 to 1 slope in order to minimize earth disturbance and impacts to existing natural resources.*

7. SALDO Section 390-50.D.(5): The maximum slope of the earthen detention basin embankments shall be four feet horizontal to one foot vertical. *The applicant shall be permitted a 2 to 1 slope in order to minimize earth disturbance and impacts to existing natural resources. A meadow type grass and erosion control slope matting are proposed.*

8. SALDO Sections 390-55.D.(1) and 390-55.D(3)(d): Street tress shall be required along all existing streets abutting or with a proposed subdivision or land development. Trees shall be planted at a ratio of at least one per 50 linear feet of frontage or fraction thereof. Tress shall be distributed along the entire frontage of the property, although they need not be evenly spaced. *The applicant shall not be required to install additional plantings due to the existing woodlands.*

9. SALDO Section 390-55.E.(3): Minimum grades inside stormwater basins shall be 1% unless infiltration is an integral part of the design; and maximum side slopes of the basins shall be 33% (3:1 slope). *The applicant shall not be required to install street trees as the majority of the site will remain wooded and only 5.3% of the existing woodlands are proposed to be removed.*

That the following request for modification of the Brodhead and McMichael Creeks Stormwater Management Ordinance are hereby granted:

1. SMO Section 365-10.I.6.(b)[1]: A fifty-foot buffer, measured perpendicular to and horizontally from the edge of the delineated wetland, shall be maintained for all wetlands. *The applicant shall be permitted to construct a proposed waterline within the wetland buffer. The applicant has indicated that the impacts to the wetland buffer have been minimized and the existing grade and vegetation will be restored upon completion of construction.*

That the "Land Development Plan for Brodhead Creek Regional Authority Pocono Intermediary Tank and Pump Station Project" as shown on the plan prepared by RKR Hess, dated June 14, 2019, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer's letters dated July 19, 2019, September 6, 2019 and October 3, 2019.

2. The applicant shall enter into an Indemnification Agreement with the Township with respect to the installation of the improvements.

3. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.

4. The applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges, all professional services fees and fees in lieu of open space, prior to the recording of the Plan.

5. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.

6. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.

7. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.

8. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 21st day of October 2019.

ATTEST:	Township of Pocono Board of Commissioners
By:__________________________	By:__________________________
Print Name: Donna M. Asure	Print Name: Gerald J. Lastowski
Title: Assist. Township Secretary	Title: President

REGULAR MEETING
MINUTES
October 7, 2019 7:00 P.M.

The regular meeting of the Pocono Township Commissioners was held on Monday, October 7, 2019 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald Lastowski at 7:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Keith Meeker, present; Rich Wielebinski, present; Gerald Lastowski, present; Chad Kilby, present; Jerrod Belvin, present by phone;

IN ATTENDANCE:
Leo DeVito, Twp. Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Donna M. Asure, Township Manager; and Dee Ackerman, Administrative Assistant.

PUBLIC COMMENT:
Kevin Fabiano, Twp. Resident, spoke to the board about his continued difficulties in obtaining a sign permit. The township manager was instructed to arrange a meeting between Solicitor DeVito and Shawn McGlynn, Zoning Officer to discuss what has been done to date.

ANNOUNCEMENTS:
J. Lastowski announced the following –

- Please remember to sign in as you enter the meeting room
- Trick or Treat will be held Thursday, October 31st from 6pm – 8pm
- The 2018 Audit has been received and a presentation, by the auditor, will be at the 10-21-19 meeting

HEARINGS:

PRESENTATIONS:
BCRA Tank and Pump Station – Nate Oiler of RKR Hess presented the project to the Board.

R. Wielebinski made a motion, seconded by C. Kilby, to grant the request for modification, by BCRA for the Tank and Pump Station Project, SALDO Section 365.10.I (6) (b) – wetland buffer. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to grant the request for modification, by BCRA for the Tank and Pump Station Project, SALDO Section 390.58.B.1 – open space. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to grant the request for modification, by BCRA for the Tank and Pump Station Project, SALDO Section 390-35.A.3 – acceptable form of financial guarantee – to allow an indemnification agreement with BCRA guaranteeing completion of improvements. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

R. Wielebinski made a motion, seconded by C. Kilby, to grant the request for modification, by BCRA for the Tank and Pump Station Project, SALDO Section 390-38.B, C – succession of ownership. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

C. Kilby made a motion, seconded by R. Wielebinski, to grant the request for modification, by BCRA for the Tank and Pump Station Project, SALDO Section 390-48.A.A – sidewalks. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to grant the request for modification, by BCRA for the Tank and Pump Station Project, SALDO Section 390-55.B (3) – trees. N. Oiler reported that they will place a note on the plan that a minimum of 1315 trees will be preserved. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

N. Oiler thanked the Board and stated that it is anticipated they will be ready for the preliminary/final approval request at the next meeting with the resolution containing all the waivers/modification requests in mid-December.

RESOLUTIONS:
It was explained that the resolution is necessary as per the TDU Ordinance to set forth the standards for rentals in the commercial and recreational districts. Doing this by resolution would allow the standards to be updated periodically without changing the ordinance.
R. Wielebinski made a motion, seconded by J. Lastowski, to adopt Resolution 2019-18, adopting the health, safety and welfare standards as related to the Transient Dwelling Use Ordinance.
Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

D. Asure reported that Resolution 2019-19 was added late this afternoon but was now not necessary as a letter granting an extension has been received concerning the Spa Castle Grand Pocono Resort Land Development Plan. The extension is through October 5, 2020. Commissioner Wielebinski discussed the poor condition of the property.
J. Lastowski made a motion, seconded by C. Kilby to accept the extension from Spa Castle Grand Pocono Resort for one year. Roll call Vote: K. Meeker, abstain; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes; J. Belvin, yes. Motion carried.

MINUTES:
J. Lastowski made a motion, seconded by C. Kilby, to approve the minutes of the 09/16/2019 regular meeting of the Board of Commissioners. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes; J. Belvin, yes. Motion carried.

J. Lastowski made a motion, seconded by K. Meeker, to approve the minutes of the 09/23/2019 work session of the Board of Commissioners. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, abstain due to absence; C. Kilby, yes; J. Belvin, yes. Motion carried.

NEW BUSINESS:
Personnel -

D. Asure reported to the Board that Ryan Huey was cleared by his doctor and through a return to work evaluation doctor and returned to full duty on Monday, September 29, 2019.

Financial Transactions –

Ratify vouchers payable

J. Lastowski a motion, seconded by R. Wielebinski, to ratify vouchers payable for a period ending October 3, 2019 in the amount of $ 5,982.70. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: yes: J. Belvin, yes. Motion carried.

Ratify gross payroll -

J. Lastowski made a motion, seconded by R. Wielebinski, to ratify the gross payroll for the pay period ending September 22, 2019 in the amount of $ 102,343.98. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried.

Vouchers Payable

J. Lastowski made a motion, seconded by K. Meeker, to approve vouchers payable received through October 3, 2019 in the mount of $ 387,262.06. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried.

Capital Expenditures

J. Lastowski made a motion, seconded by C. Kilby, to approve the capital expenditures received through

October 3, 2019 in the amount of $ 21,120.26. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried.

Bank Signatories

J. Lastowski made a motion, seconded by C. Kilby, to approve the following as signatories on all Pocono Township bank accounts – Gerald J. Lastowski, Richard Wielebinski, Jerrod Belvin, Chad Kilby, Keith Meeker, Frank Cefali and Donna M. Asure. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried.

Body Camera Purchase –

J. Lastowski made a motion, seconded by K. Meeker, for discussion, to authorize the purchase of four additional body cameras and a docking station from Watch Guard for $5,750.00 as recommended by Chief Werkheiser. D. Asure was asked if these were replacements or new body cameras. She stated that two were two replace damaged body cameras that will be repaired and two spares. J. Lastowski asked if this was budgeted and was told there is money in the police budget to purchase. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried.

Travel/Training Authorizations –

REPORT OF THE PRESIDENT:

Gerald Lastowski, President

J. Lastowski made a motion, seconded by R. Wielebinski, to authorize the zoning officer to proceed with the Notice of Violations for Lot 17, Summit Avenue for dangerous structure violations as reported by inspection and follow the recommendations of the zoning inspection report. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried

Commissioner Lastowski read a prepared statement which he requested be entered into the minutes "verbatim" and that media outlets are contacted and provided the statement. The statement read as follows –

" In light of recent Facebook postings, I feel it necessary to articulate the facts and the truth about whether the Township will be raising property taxes this upcoming year and the status of the amusement tax.

First, we do not anticipate raising taxes this year and are doing everything we can so as not to raise taxes. As we all know, this year Monroe County conducted a county-wide reassessment. The County will not be certifying the assessed values until November 15. That means that we will not know our projected revenues until that time. In the year following a reassessment, State law prohibits collecting more than 110% of the amount collected this year. In working on our budget for next year, we are using the revenues collected this year. Once we receive the certification from the County, we will then be able to establish the appropriate millage rate so as to comply with state law and not raise your taxes.

With regard to the amusement tax, it is to be implemented and commence on January 1, 2020. The Amusement Tax Ordinance was adopted in August, 2018. At that time, affected business owners were concerned about the impact of this tax on their ability to be competitive with other like businesses. Meetings were held with these business owners to discuss their concerns. One affected business owner asserted that it was exempt from this tax as its entire facility, including its water park, was a ski facility and that any attempted imposition of this tax would be challenged in Court. The Board then explored other options to raise revenue without engaging in a protracted and costly legal battle. One such option was presented by our State Senator who approached the Township and expressed his desire to attempt to generate revenue from the State in the upcoming budget. He requested that the Township delay the implementation of the amusement tax to provide him time to do so. Understanding the concerns of the affected business owners and the potential of litigation, this Board thought that it was in the best interest of the Township to provide Senator Scavello the time he requested. Unfortunately, Senator Scavello was unsuccessful in his attempt to produce and secure state funding for the Township.

Today, as we face ever increasing costs and our strong commitment not to raise your taxes, we are implementing the Amusement Tax. We remain uncertain as to whether litigation will result and to the amount of revenue this tax will generate. Our uncertainty as to the revenues is a result of not knowing the precise number of patrons the affected businesses will have. This information is closely guarded by the businesses. Once commenced, the Township will be in a better position to determine the amount of revenue expected to be generated. As a result of the unknowns, this Board, unlike my predecessor Board, is not, during the preparation of the 2020 budget, budgeting for revenues we are unsure we are going to collect. Revenues, if realized from the implementation of the amusement tax, will be used for township expenditures when and if received. By being conservative in our approach, the budget ultimately adopted will be based upon revenues reasonably expected to be received and not on those that may not be received."

COMMISSIONERS COMMENTS

Rich Wielebinski - Vice President - none

Keith Meeker – Commissioner - none

Chad Kilby - Commissioner

Survey of TLC Park – Commissioner Kilby reported that the survey is being prepared and is complete for the northern end. He will be working with R. Sargent to review the plot plan and direct installation of the fencing.

Jerrod Belvin – Commissioner –

J. Lastowski made a motion, seconded by K. Meeker, to authorize the zoning officer to proceed with Notice of Violations for dangerous structure violations at 452 Cherry Lane Road as reported by inspection and to follow the recommendations of the zoning inspection report. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried

J. Belvin made a motion, seconded by K. Meeker, to authorize the zoning officer to conduct an inspection at 2162 Deerfield Way in Scotrun Estates. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried

REPORTS:

Public Works

Road Crew Projects - R. Sargent reported things are "wrapping up for the season"

Park Operations - R. Sargent reported things at the park are going very well

Lighting from Heritage Center to Basketball Courts – R. Sargent reported a timer has been installed.

Woodlands road issues – Kept as a place holder for future project.

Mowing Shoulders – R. Sargent stated this has been completed.

Fence Installation at TLC – Discussed earlier

R. Sargent reported that he has rented a stump grinder for stump removal at parks, and he has spoken to the PM little league and believes they will be willing to help with ballfields in the future.

The brass plaque at the TLC pedestrian bridge was discussed concerning replacing when current project is complete and on an additional plaque to commemorate the repair.

Administration - Manager's Report

Regional Comprehensive Plan – The consulting firm has been chosen and the process should be moving forward soon.

Traffic Task Force - no report

Pocono Business Association – No report

Green Light Go 2015 – No update has been received from PennDot.

Green Light Go 2017 – No update.

PPL Grant of Right of Way - R. Wielebinski made a motion, seconded by K. Meeker to ratify the execution of the right of way to PPL Utilities Corporation on TLC property for the BCRA waterline project. Roll Call

Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

J. Lastowski made a motion, seconded by C. Kilby to grant the request from Pocono Pride to waive the $100 pavilion rental fee for their fundraiser and picnic on October 26, 2019 with a rain date of October 27, 2019. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

D. Asure recommended to the Board that due to the difficulties the township has been having with Northeast Cartage in entering into an agreement for trash pickup and the issues for cleanup day that the township rescind the authorization for the agreement.
R. Wielebinski made a motion, seconded by C. Kilby to rescind the authorization to enter into agreement with Northeast Cartage for regular trash pickup at the township complex, MVP ad pick up at Pump Station #5. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

TOWNSHIP ENGINEER REPORT:

White Oak Culvert replacement project – J. Lastowski made a motion, seconded by C. Kilby to authorize the township solicitor and engineer to advertise the bidding of the White Oak culvert project. J. Tresslar reported this would be a spring project but could be bid now to get someone lined up. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Right Hand Turn Lanes - There has been some discussion that a private client may now be involved with this project.

TLC Bridge- Project is scheduled to begin on October 7, 2019

TLC Dam – information has been provided to grant writer

Culvert Cleaning Maintenance - No report

Master Sidewalk Plan - no report

Erosion and Sedimentation Ordinance – R. Wielebinski made a motion, seconded by J. Belvin to authorize the engineer and solicitor to amend the draft ordinance incorporating the MCCD comments and to advertise for a hearing on November 4, 2019. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Well at Mountain View Park - J. Tresslar reported the design and planning module has been submitted to DEP with the anticipation that it will be several more weeks before a permit may be issued.

MS4 – J. Tresslar reported the annual report was submitted to DEP.

Generator – J. Tresslar reported that the contract has sent back changes to the contract. The changes must be reviewed and approved which will allow the work to start.

To Fish Hill Road - J. Tresslar provided the board with more information on the closing "To Fish Hill Road". Discussion followed on types of barricades needed as well as signage. Commissioner Kilby requested that information on the failing of this bridge be placed in the next monthly township newsletter.

TOWNSHIP SOLICITOR REPORT

Exxon Monitoring Wells - no report

White Oak Culvert easements - no report

Breezewood Drive Easements – no report

ZHB Appeal –
R. Wielebinski made a motion, seconded by C. Kilby, to authorize the township solicitor to represent the township at the ZHB to be scheduled to hear appeal filed by J. W. Penney. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes: J. Lastowski, yes: C. Kilby, yes: J. Belvin, yes. Motion carried

Solicitor DeVito informed the Board that there are currently three upcoming Zoning Hearing Board appeals that are either scheduled or in the process of being scheduled – Abrams/LTS – sign issue – October 29, 2019; Feeling Good LLC – STR – yet to be scheduled; J. W. Penney – use of property – yet to be scheduled.

PUBLIC COMMENT:

Commissioner Kilby requested that in future newsletters and notices to the public that information concerning the failing bridge is a major reason as to why "To Fish Hill" is being closed.

ADJOURNMENT:

J. Lastowski made a motion, seconded by R. Wielebinski, to adjourn the meeting at 8:34pm. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

TREASURER'S REPORT SUMMARY

Q3 2019

2019 REVENUE

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,176,848	$ 5,261	$ 484,583	$ 945,206	$ 190,546
Q2	$ 3,253,480	$ 15,790	$ 609	$ 1,955,225	$ 49,145
Q3	**$ 1,542,850**	**$ 62,824**	**$ 255**	**$ 1,043,860**	**$ 674**
Q4	$ -	$ -	$ -	$ -	$ -
Total	$ 5,973,178	$ 83,875	$ 485,447	$ 3,944,292	$ 240,365
2019 BUDGET	$ 6,792,759	$ 2,181,035	$ 473,119	$ 3,958,000	$ 200,000
% OF BUDGET	87.93%	3.85%	102.61%	99.65%	120.18%

2018 REVENUE

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,078,653	$ 1,999	$ 474,168	$ 989,205	$ 1,098
Q2	$ 3,626,971	$ 106,825	$ 595	$ 2,217,235	$ 823
Q3	**$ 1,265,392**	**$ 7,799**	**$ 524**	**$ 918,495**	**$ 581**
Q4	$ 980,099	$ 332,455	$ 1	$ 5,670,474	$ 575
Total	$ 6,951,114	$ 449,077	$ 475,287	$ 9,795,409	$ 3,077
2018 BUDGET	$ 6,927,688	$ 4,104,764	$ 466,734	$ 4,929,694	$ 10,000
% OF BUDGET	100.34%	10.94%	101.83%	107.77%	30.77%

2017 REVENUE

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,326,191	$ 1,076,726	$ 450,771	$ 2,218,867	$ 3,643,780
Q2	$ 3,500,004	$ 1,095	$ 563	$ 1,098,060	$ 6,414
Q3	**$ 1,063,505**	**$ 1,025**	**$ 563**	**$ 1,009,971**	**$ 6,366**
Q4	$ 945,296	$ 3,001,736	$ 502	$ 2,185,281	$ 5,399
Total	$ 6,834,996	$ 4,080,582	$ 452,398	$ 6,512,179	$ 3,661,959
2017 BUDGET	$ 8,507,298	$ 1,057,942	$ 444,567	$ 5,857,061	$ 2,807,017
% OF BUDGET	80.34%	385.71%	101.76%	111.19%	130.46%

Q3 2019

2019 EXPENSES

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,602,605	$ 50,139	$ -	$ 726,836	$ 40,881
Q2	$ 1,288,237	$ 322,626	$ -	$ 1,691,186	$ 1,041,499
Q3	**$ 1,691,031**	**$ 822,323**	**$ 489,000**	**$ 549,991**	**$ 26,362**
Q4	$ -	$ -	$ -	$ -	$ -
Total	$ 4,581,873	$ 1,195,089	$ 489,000	$ 2,968,012	$ 1,108,742
2019 BUDGET	$ 6,792,759	$ 2,181,035	$ 472,619	$ 3,430,254	$ 200,000
% OF BUDGET	67.45%	54.79%	103.47%	86.52%	554.37%

2018 EXPENSES

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,396,588	$ 169,043	$ -	$ 479,642	$ 232,686
Q2	$ 1,327,243	$ 345,987	$ -	$ 583,963	$ 172,639
Q3	**$ 1,835,286**	**$ 586,576**	**$ 474,000**	**$ 527,253**	**$ 22,205**
Q4	$ 1,273,031	$ 319,859	$ -	$ 7,958,793	$ 67,605
Total	$ 5,832,148	$ 1,421,465	$ 474,000	$ 9,549,650	$ 495,135
2018 BUDGET	$ 6,033,443	$ 1,718,142	$ 465,611	$ 2,833,265	$ 620,000
% OF BUDGET	96.66%	82.73%	101.80%	337.05%	79.86%

2017 EXPENSES

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 2,484,026	$ -	$ -	$ 3,670,042	$ 10,858
Q2	$ 1,286,380	$ 101,880	$ -	$ 590,429	$ 47,258
Q3	**$ 1,478,534**	**$ 64,198**	**$ -**	**$ 453,875**	**$ 22,920**
Q4	$ 4,490,607	$ 110,863	$ 450,000	$ 3,233,285	$ 1,373,708
Total	$ 9,739,547	$ 276,942	$ 450,000	$ 7,947,632	$ 1,454,744
2017 BUDGET	$ 8,627,723	$ 1,045,942	$ 444,567	$ 6,151,469	$ 702,129
% OF BUDGET	112.89%	26.48%	101.22%	129.20%	207.19%

10/18/2019
Accrual Basis

General Fund
Treasurer's Report: Q3 2019

CASH ACCOUNTS BEGINNING BALANCES*	Q1 2019	Q2 2019	Q3 2019	Q4 2019
ESSA CD	1,026,138.13	1,026,138.13	1,026,138.13	
GENERAL CASH	2,183,808.66	1,733,190.24	3,648,527.72	
Payroll	1,000.00	1,000.00	1,000.00	
Petty Cash	250.00	186.02	88.51	
FEES IN LIEU	79,534.64	80,467.76	80,803.40	
Kollar Restricted	5,466.27	5,319.27	5,319.27	
*From balance sheet	3,296,197.70	2,846,301.42	4,761,877.03	0.00

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over/Under Budget	% of Budget
Income								
301.100 · Real Estate Taxes - Current	432,751.44	2,290,260.21	130,508.04		2,853,519.69	2,910,542.00	-57,022.31	98.04%
310.200 · Earned Income Taxes	394,996.53	515,966.44	380,922.50		1,291,885.47	1,500,000.00	-208,114.53	86.13%
Taxes Other								
301.200 · Real Estate Taxes - Delinquent	36,789.95	0.00	34,066.20		70,856.15	130,000.00	-59,143.85	54.51%
301.300 · Returned Taxes - Upset Sale		1,553.42	781.60		2,335.02	5,000.00		
310.100 · Real Estate Transfer Taxes	53,171.84	124,479.11	351,378.17		529,029.12	175,000.00	354,029.12	302.30%
310.500 · Local Services Taxes	111,314.97	121,876.88	113,561.03		346,752.88	480,000.00	-133,247.12	72.24%
Total Taxes Other	201,276.76	247,909.41	499,787.00	0.00	948,973.17	790,000.00	158,973.17	120.12%
Licenses, permits and fees								
321.800 · Cable TV Franchise Fees	50,667.10	49,718.14	0.00		100,385.24	200,000.00	-99,614.76	50.19%
322.100 · Application fees	0.00	250.00	0.00		250.00	100.00	150.00	250.00%
Total Licenses, permits and fees	50,667.10	49,968.14	0.00	0.00	100,635.24	200,100.00	-99,464.76	50.29%
Fines and Forfeits								
331.100 · Court Fines - District Magistra	19,768.23	18,594.63	23,137.07		61,499.93	40,000.00	21,499.93	153.75%
331.110 · Motor Vehicle Code Violations	5,775.07	7,892.05	1,489.10		15,156.22	20,000.00	-4,843.78	75.78%
332.100 · Restitution			200.00		200.00		0.00	100.00%
Total Fines and Forfeits	25,543.30	26,486.68	24,826.17	0.00	76,856.15	60,000.00	16,856.15	128.09%
341.010 · Interest on Investments	2,976.90	4,931.21	5,471.93		13,380.04	28,000.00	-14,619.96	47.79%
Other State Grants								
354.100 · Police Grants	0.00	4,950.00	2,250.00		7,200.00	5,000.00	2,200.00	144.00%
355.010 · Public Utility Realty Tax	0.00	0.00	0.00		0.00	5,500.00	-5,500.00	0.00%
355.040 · Alcoholic Beverage Licenses	1,150.00	0.00	2,400.00		3,550.00	4,000.00	-450.00	88.75%
355.050 · Pension System State Aid	0.00	0.00	234,577.91		234,577.91	214,141.00	20,436.91	109.54%
355.070 · Foreign Fire Insurance	0.00	0.00	77,157.74		77,157.74	73,000.00	4,157.74	105.70%
356.100 · State Payments in Lieu of Taxes	0.00	0.00	432.32		432.32	400.00	32.32	108.08%
Total Other State Grants	1,150.00	4,950.00	316,817.97	0.00	322,917.97	302,041.00	20,876.97	106.91%
357.030 · County Grants								
362.100 · Police Services								
362.101 · Reimbursement Police overtime	325.92	2,808.00	17,336.63		20,470.55	30,000.00	-9,529.45	68.24%
362.100 · Police Services - Other	8,842.00	7,694.00	3,764.00		20,300.00	17,000.00	3,300.00	119.41%
Total 362.100 · Police Services	9,167.92	10,502.00	21,100.63	0.00	40,770.55	47,000.00	-6,229.45	86.75%

General Fund
Treasurer's Report: Q3 2019

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over/Under Budget	% of Budget
Building Permits								
362.410 · Building Permits - BIU	17,259.50	36,321.00	31,684.50		85,265.00	200,000.00	-114,735.00	42.63%
Total Building Permits	17,259.50	36,321.00	31,684.50	0.00	85,265.00	200,000.00	-114,735.00	42.63%
Charges for Services								
361.101 · Sewer Admin Services	4,784.38	7,757.41	9,147.92		21,689.71	15,600.00	6,089.71	139.04%
362.492 · Short Term Rental Permit	2,500.00	3,500.00	-1,693.50		4,306.50	3,000.00	1,306.50	143.55%
361.310 · Subdivision, Land Develop Fees	0.00	3,500.00	0.00		3,500.00	5,000.00	-1,500.00	70.00%
361.330 · Zoning Hearing Board Fees	0.00	0.00	1,625.00		1,625.00	3,750.00	-2,125.00	43.33%
361.340 · Cond Use, Curative PRD Fees	0.00	0.00	800.00		800.00	750.00	50.00	106.67%
361.400 · Plan Review Fees	0.00	0.00	0.00		0.00	0.00	0.00	0.00%
361.500 · Sale of Maps and Publications	0.00	0.00	0.00		0.00	0.00	0.00	0.00%
361.700 · Reproduction of Records	185.50	133.95	98.00		417.45	100.00	317.45	417.45%
362.110 · Sale of Police Reports	1,619.00	1,629.00	1,383.55		4,631.55	4,000.00	631.55	115.79%
362.130 · Security Alarm Fees	0.00	20.00	20.00		40.00	100.00	-60.00	40.00%
362.300 · Zoning Permits	4,705.30	6,096.85	1,909.03		12,711.18	50,000.00	-37,288.82	25.42%
362.440 · Sewer System Permits	2,750.00	4,874.00	7,275.00		14,899.00	15,000.00	-101.00	99.33%
362.450 · Use & Occupancy Permits	600.00	1,550.00	2,100.00		4,250.00	2,500.00	1,750.00	170.00%
362.475 · Well Permits	400.00	632.00	300.00		1,332.00	1,500.00	-168.00	88.80%
362.480 · Pool Permits	0.00	200.00	0.00		200.00	100.00	100.00	200.00%
362.485 · Sign Permits	1,875.00	2,420.00	1,200.00		5,495.00	5,000.00	495.00	109.90%
362.491 · Fireworks Permits	0.00	0.00	100.00		100.00	200.00	-100.00	50.00%
362.495 · UCC Fees	132.50	269.50	143.00		545.00	500.00	45.00	109.00%
362.600 · Miscellaneous Permits	0.00	100.00	200.00		300.00	500.00	-200.00	60.00%
363.500 · Public Works Services	18.00	5,483.00	4,320.00		9,821.00	7,500.00	2,321.00	130.95%
Total Charges for Services	19,569.68	38,165.71	28,928.00	0.00	86,663.39	115,100.00	-28,436.61	75.29%
367.140 · Pavilion Rental Fees	6,650.00	9,050.00	3,350.00		19,050.00	15,000.00	4,050.00	127.00%
367.180 · Heritage Center Rental Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Other Operating Revenue								
389.101 · Other Unclassified Revenue	0.00	0.00	0.00		0.00	0.00	0.00	0.00%
387.100 · Contributions and Donations	2,651.00	740.00	129.68		3,520.68	0.00	3,520.68	100.00%
387.200 · Fees in Lieu of Improvements	644.00	0.00	0.00		644.00	500.00	144.00	128.80%
Total Other Operating Revenue	3,295.00	740.00	129.68	0.00	4,164.68	500.00	3,664.68	832.94%
Other Financing Sources								
391.200 · Distribution of PJJWA Account	0.00	0.00	0.00		0.00	0.00	0.00	0.00%
391.100 · Sale of Surplus Property	0.00	1,693.80	515.55		2,209.35	5,000.00	-2,790.65	44.19%
392.301 · Sewer Op. Reim of Insurance	0.00	0.00	0.00		0.00	18,757.00		
395.000 · Refunds of Prior Year Expenses	11,178.00	15,939.51	98,259.63		125,377.14	150,000.00	-24,622.86	83.59%
395.001 ·EE portion Health Ins.	365.58	595.76	548.37		1,509.71	4,227.48	-2,717.77	35.71%
Total Other Financing Sources	11,543.58	18,229.07	99,323.55	0.00	129,096.20	177,984.48	-48,888.28	72.53%
392.900 · Transfer from Fund Balance	0.00	0.00	0.00	0.00	0.00	446,491.60	-446,491.60	0.00%
Total Income	1,176,847.71	3,253,479.87	1,542,849.97	0.00	5,973,177.55	6,792,759.08	-819,581.53	87.93%
Gross Profit	1,176,847.71	3,253,479.87	1,542,849.97	0.00	5,973,177.55	6,792,759.08	-5,615,911.37	17.33%

General Fund
Treasurer's Report: Q3 2019

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over/Under Budget	% of Budget
Expense								
General Government								
400.110 · Salary & Wages - Legislative	3,061.28	3,250.00	3,659.59		9,970.87	16,250.00	-6,279.13	61.36%
400.192 · Legislative SSI Tax	226.01	248.63	279.96		754.60	1,243.00	-488.40	60.71%
400.260 · Minor Equipment	0.00	0.00	0.00		0.00	2,000.00	-2,000.00	0.00%
400.420 · Dues, Subscriptions & Membershi	200.00	0.00	0.00		200.00	7,500.00	-7,300.00	2.67%
400.460 · Legislaive -Meetings & Training	160.00	379.16	0.00		539.16	3,000.00	-2,460.84	17.97%
400.540 · Legislative - Donations	94.50	440.00	179.50		714.00	1,000.00	-286.00	71.40%
401.110 · Admin Salaries & Wages	22,164.78	22,342.28	27,831.66		72,338.72	102,290.00	-29,951.28	70.72%
401.192 · Admin SSI Taxes	1,698.89	1,714.13	2,134.10		5,547.12	7,825.19	-2,278.07	70.89%
401.196 · Admin Health Insurance	4,061.28	3,045.96	3,045.96		10,153.20	12,232.20	-2,079.00	83.00%
401.197 · Admin HRA Fees	14.85	14.85	14.85		44.55	1,000.00	-955.45	4.46%
401.198 · Non-Uniformed Pension Plan	2,165.53	1,871.31	1,559.42		5,596.26	9,206.10	-3,609.84	60.79%
401.199 · Admin Life and Disability Ins	238.80	179.10	179.10		597.00	804.00	-207.00	74.25%
401.200 · Administration Allowances	173.14	83.43	46.30		302.87	1,000.00	-697.13	30.29%
401.220 · Admin Operating Supplies	0.00	34.49	0.00		34.49	5,000.00	-4,965.51	0.69%
401.260 · Admin Minor Equipment	0.00	0.00	461.59		461.59	1,500.00	-1,038.41	30.77%
401.420 · Admin Dues, Subscriptions & Mem	440.00	119.00	1,396.66		1,955.66	2,000.00	-44.34	97.78%
401.460 · Admin Meetings & Training	348.46	443.00	1,164.28		1,955.74	2,500.00	-544.26	78.23%
402.110 · Fin Admin Salaries & Wages	11,969.20	12,000.00	14,000.00		37,969.20	52,000.00	-14,030.80	73.02%
402.192 · Fin Admin SSI Taxes	919.14	919.71	1,072.71		2,911.56	3,910.00	-998.44	74.46%
402.196 · Fin Admin Health Insurance	4,061.28	8,463.40	7,109.04		19,633.72	28,447.08	-8,813.36	69.02%
402.197 · Fin Admin HRA Fees	14.85	14.85	14.85		44.55	1,000.00	-955.45	4.46%
402.198 · Fin Admin Non-Uni Pension Plan	900.00	1,080.00	900.00		2,880.00	4,680.00	-1,800.00	61.54%
402.199 · Fin Admin Life & Disability Ins	238.80	179.10	179.10		597.00	804.00	-207.00	74.25%
402.310 · Fin Admin Professional Srvs	10,055.00	1,400.00	8,015.00		19,470.00	25,000.00	-5,530.00	77.88%
403.110 · Tax Collection Salaries & Wages	2,307.72	2,307.72	2,692.34		7,307.78	10,000.00	-2,692.22	73.08%
403.192 · Tax Collection SSI Taxes	176.52	176.52	205.94		558.98	765.00	-206.02	73.07%
403.199 · Tax Collection Bond Ins	0.00	0.00	0.00		0.00	2,000.00	-2,000.00	0.00%
403.215 · Tax Collection Postage	1,644.50	0.00	3.42		1,647.92	2,000.00	-352.08	82.40%
403.220 · Tax Collection Operating Supply	1,275.94	0.00	0.00		1,275.94	200.00	1,075.94	637.97%
403.310 · Tax Collection Professional Srv	8,354.00	10,262.56	7,681.59		26,298.15	30,000.00	-3,701.85	87.66%
404.310 · Township Solicitor	12,751.57	5,806.42	23,705.22		42,263.21	75,000.00	-32,736.79	56.35%
404.314 · Legal Services Special Counsel	2,797.00	5,646.40	1,650.00		10,093.40	10,000.00	93.40	100.93%
405.110 · Secretary Salaries & Wages	34,072.83	36,022.33	26,558.31		96,653.47	148,782.50	-52,129.03	64.96%
405.120 · Secretary OT	891.36	1,440.22	1,124.36		3,455.94	5,000.00	-1,544.06	69.12%
405.192 · Secretary SSI Taxes	2,684.37	2,881.99	2,127.37		7,693.73	11,764.36	-4,070.63	65.40%
405.196 · Secretary Insurance	13,540.00	9,139.68	6,829.88		29,509.56	85,341.24	-55,831.68	34.58%
405.197 · Secretary HRA Fees	14.85	9.90	0.00		24.75	2,000.00	-1,975.25	1.24%
405.198 · Secretary Non-Uni Pension Plan	3,636.46	2,872.91	1,780.41		8,289.78	13,840.43	-5,550.65	59.90%
405.199 · Secretary Life & Disability Ins	716.40	353.22	358.20		1,427.82	3,216.00	-1,788.18	44.40%

General Fund
Treasurer's Report: Q3 2019

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over/Under Budget	% of Budget
406.215 · Gen Govt Postage	2,271.21	1,007.02	1,261.35		4,539.58	7,200.00	-2,660.42	63.05%
406.220 · Gen Govt Operation Supplies	1,178.83	1,898.46	1,722.92		4,800.21	7,000.00	-2,199.79	68.57%
406.310 · Gen Govt Professional Srvs	1,695.00	4,125.00	2,945.50		8,765.50	12,000.00	-3,234.50	73.05%
406.320 · Gen Govt Communications	2,180.85	1,911.19	2,660.40		6,752.44	12,000.00	-5,247.56	56.27%
406.340 · Gen Govt Advertising & Printing	1,682.54	815.17	1,744.91		4,242.62	6,500.00	-2,257.38	65.27%
406.374 · Gen Govt Office Equipment Maint	0.00	215.09	0.00		215.09	1,000.00	-784.91	21.51%
406.384 · Gen Govt Equipment Leases	833.11	733.14	751.47		2,317.72	6,000.00	-3,682.28	38.63%
407.252 · Computer Parts & Supplies	45.29	-45.29	64.10		64.10	1,000.00	-935.90	6.41%
407.260 · Technology Minor Equipment	0.00	0.00	0.00		0.00	2,000.00	-2,000.00	0.00%
407.450 · Contracted Services	16,302.34	13,588.22	12,833.81		42,724.37	33,000.00	9,724.37	129.47%
408.310 · Township Engineer	7,267.77	11,104.13	10,343.96		28,715.86	55,000.00	-26,284.14	52.21%
409.220 · Building Operating Supplies	549.44	632.93	651.84		1,834.21	7,500.00	-5,665.79	24.46%
409.360 · Building Utilities	14,169.94	3,739.76	5,508.95		23,418.65	56,000.00	-32,581.35	41.82%
409.373 · Building Maint & Repairs	6,638.58	9,596.00	3,178.53		19,413.11	15,000.00	4,413.11	129.42%
409.450 · Building Contracted Services	1,186.27	1,186.27	1,186.62		3,559.16	7,000.00	-3,440.84	50.85%
Total General Government	204,070.48	185,649.36	192,815.07	0.00	582,534.91	920,301.10	-337,766.19	63.30%
Public Safety								
POLICE								
410.120 · Police Salaries & Wages-Admin	22,186.62	22,186.62	25,884.39		70,257.63	96,500.00	-26,242.37	72.81%
410.130 · Police Salaries & Wages-Officer	304,687.08	302,214.62	366,811.41		973,713.11	1,430,015.20	-456,302.09	68.09%
410.140 · Police Salaries & Wages-Civilia	11,518.89	11,524.80	13,445.60		36,489.29	49,940.80	-13,451.51	73.07%
410.179 · Police Longevity Pay	4,986.22	25,865.98	15,541.71		46,393.91	47,298.49	-904.58	98.09%
410.180 · Police Overtime Wages	29,665.27	41,581.04	52,075.75		123,322.06	125,000.00	-1,677.94	98.66%
410.185 · Sick & Vacation Buy Back	0.00	1,646.00	4,418.66		6,064.66	70,000.00	-63,935.34	8.66%
410.187 · Police Overtime Civ Support	72.03	0.00	198.08		270.11	500.00	-229.89	54.02%
410.190 · Police HRA Fees	886.14	1,345.09	2,552.13		4,783.36	49,288.00	-44,504.64	9.70%
410.191 · Uniform Allowance	498.77	749.56	1,750.25		2,998.58	16,800.00	-13,801.42	17.85%
410.192 · Police SSI Taxes	27,602.90	30,780.90	36,598.15		94,981.95	140,458.17	-45,476.22	67.62%
410.196 · Police Health Insurance	187,291.72	139,131.24	132,024.00		458,446.96	560,976.24	-102,529.28	81.72%
410.197 · Police Pension Plan	0.00	0.00	0.00		0.00	200,000.00	-200,000.00	0.00%
410.198 · Police Life & Disability Ins	5,014.80	3,577.03	3,582.00		12,173.83	17,688.00	-5,514.17	68.83%
410.199 · Police Non-Uniform Pension	1,210.73	1,037.22	882.18		3,130.13	4,539.67	-1,409.54	68.95%
410.200 · Police 457 Contribution	1,364.00	1,802.25	1,671.15		4,837.40	12,600.00	-7,762.60	38.39%
410.216 · Police Community Outreach	0.00	1,604.11	0.00		1,604.11	1,500.00	104.11	106.94%
410.220 · Police Operating Supplies	1,011.46	1,868.86	1,386.08		4,266.40	7,500.00	-3,233.60	56.89%
410.221 · Crime Scene Supplies	0.00	0.00	260.48		260.48	1,000.00	-739.52	26.05%
410.222 · Ammunition/Field Materials	626.81	0.00	1,270.10		1,896.91	6,000.00	-4,103.09	31.62%
410.231 · Vehicle Fuel	12,396.86	12,396.76	14,331.15		39,124.77	45,000.00	-5,875.23	86.94%
410.238 · Uniform Expense	0.00	15.00	0.00		15.00	2,000.00	-1,985.00	0.75%
410.260 · Police Minor Equipment	1,390.00	2,584.94	9,002.41		12,977.35	30,000.00	-17,022.65	43.26%
410.270 · Police IT	6,416.60	5,420.26	8,249.81		20,086.67	22,000.00	-1,913.33	91.30%
410.310 · Police Professional Services	3,510.00	6,698.00	8,520.95		18,728.95	10,000.00	8,728.95	187.29%

General Fund
Treasurer's Report: Q3 2019

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over/Under Budget	% of Budget
410.314 · Civil Service Comm Solicitor	772.50	637.50	0.00		1,410.00	3,000.00	-1,590.00	47.00%
410.320 · Police Communications	3,304.41	3,443.46	3,350.66		10,098.53	15,000.00	-4,901.47	67.32%
410.331 · Travel/Lodging	12.20	823.98	33.90		870.08	4,000.00	-3,129.92	21.75%
410.341 · Police Advertising & Printing	571.08	531.49	353.89		1,456.46	2,500.00	-1,043.54	58.26%
410.373 · Police Maint & Repair Bldg	1,361.38	1,019.00	6,297.20		8,677.58	10,000.00	-1,322.42	86.78%
410.374 · Police Equipment Maint	1,483.97	652.99	8,018.73		10,155.69	3,500.00	6,655.69	290.16%
410.420 · Police Dues, Subscriptions	50.00	262.45	294.00		606.45	1,000.00	-393.55	60.65%
410.450 · Police Contracted Services	25,102.43	16,480.72	5,061.54		46,644.69	55,000.00	-8,355.31	84.81%
410.451 · Police Vehicle Maintenance	7,439.55	5,205.37	12,601.81		25,246.73	15,000.00	10,246.73	168.31%
410.460 · Police Meetings & Training	2,780.00	696.00	3,709.00		7,185.00	10,000.00	-2,815.00	71.85%
Total Police	665,214.42	643,783.24	740,177.17	0.00	2,049,174.83	3,065,604.57	-1,016,429.74	66.84%
OTHER PUBLIC SAFETY								
411.232 · Fire Department Fuel	0.00	0.00	0.00		0.00	7,500.00	-7,500.00	0.00%
411.540 · Foreign Fire Payments	0.00	0.00	77,157.74		77,157.74	73,000.00	4,157.74	105.70%
411.541 · Disbursement to Fire Company	0.00	0.00	218,000.00		218,000.00	218,000.00	0.00	100.00%
413.220 · Code Enforcement Supplies	0.00	0.00	0.00		0.00	100.00	-100.00	0.00%
413.260 · Code Enforcement Minor Equip	0.00	0.00	0.00		0.00	100.00	-100.00	0.00%
413.310 · Prof Services - BIU Building	14,096.60	17,288.95	17,957.45		49,343.00	155,000.00	-105,657.00	31.83%
413.311 · Prof Services - SEO	3,085.00	6,135.00	8,260.00		17,480.00	20,000.00	-2,520.00	87.40%
413.319 · Code Enforcement UCC Fees	162.00	0.00	229.50		391.50	1,000.00	-608.50	39.15%
414.110 · Planning & Zoning Salaries	0.00	0.00	0.00		0.00	1,000.00	-1,000.00	0.00%
414.120 · Planning & Zoning OT	0.00	0.00	0.00		0.00	77.00	-77.00	0.00%
414.220 · Planning & Zoning Supplies	0.00	0.00	0.00		0.00	500.00	-500.00	0.00%
414.310 · Planning & Zoning Prof Srvs	5,749.89	12,646.20	18,785.00		37,181.09	42,000.00	-4,818.91	88.53%
414.313 · Planning & Zoning Engineering	0.00	687.66	0.00		687.66	2,500.00	-1,812.34	27.51%
414.314 · Planning & Zoning Legal	2,744.50	3,165.00	4,405.45		10,314.95	15,000.00	-4,685.05	68.77%
414.319 · MS4 Fees	51.50	437.75	525.75		1,015.00	15,000.00	-13,985.00	6.77%
414.341 · Planning & Zoning Advertising	479.48	0.00	0.00		479.48	1,500.00	-1,020.52	31.97%
415.220 · Emer Mgmt Operating Supplies	0.00	0.00	0.00		0.00	500.00	-500.00	0.00%
415.364 · Emergency Management Operations	0.00	1,839.29	0.00		1,839.29	1,500.00	339.29	122.62%
415.460 · Emer Mgmt Meetings & Training	0.00	0.00	0.00		0.00	1,000.00	-1,000.00	0.00%
Total Public Safety Other	26,368.97	42,199.85	345,320.89	0.00	413,889.71	555,277.00	-141,387.29	74.54%
Total Public Safety	691,583.39	685,983.09	1,085,498.06	0.00	2,463,064.54	3,620,881.57	-1,157,817.03	68.02%
Public Works - Other								
427.220 · Solid Waste Coll Supplies	72.00	30.00	54.00		156.00	1,500.00	-1,428.00	10.40%
427.450 · Contracted Srvs - Clean-Up Days	0.00	21,282.80	0.00		21,282.80	25,000.00	-25,000.00	85.13%
Total Public Works - Other	72.00	21,312.80	54.00	0.00	21,438.80	26,500.00	-26,428.00	80.90%

General Fund
Treasurer's Report: Q3 2019

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over/Under Budget	% of Budget
PW-Hwys, Roads & Streets								
430.110 · Public Works Salaries	114,198.40	120,932.82	127,712.20		362,843.42	552,762.03	-189,918.61	65.64%
430.120 · Public Works OT Wages	15,492.20	5,046.41	1,419.68		21,958.29	30,000.00	-8,041.71	73.19%
430.192 · Public Works SSI Taxes	9,896.37	9,608.90	9,803.03		29,308.30	44,581.30	-15,273.00	65.74%
430.196 · Public Works Insurance	76,816.28	60,650.10	52,131.16		189,597.54	296,703.00	-107,105.46	63.90%
430.198 · Public Works N-U Pension	10,999.88	9,597.95	7,977.83		28,575.66	52,448.58	-23,872.92	54.48%
430.199 · Public Works Life & Disab Ins	2,167.11	1,552.20	1,611.90		5,331.21	8,844.00	-3,512.79	60.28%
430.220 · Public Works Oper Supplies	2,920.73	3,044.07	2,054.24		8,019.04	7,500.00	519.04	106.92%
430.232 · Public Works Diesel	15,238.70	8,032.72	6,595.86		29,867.28	40,000.00	-10,132.72	74.67%
430.234 · Public Works Vehicle Supplies	3,154.79	848.64	1,149.12		5,152.55	10,000.00	-4,847.45	51.53%
430.238 · Public Works Uniforms	904.96	2,135.66	922.88		3,963.50	6,500.00	-2,536.50	60.98%
430.260 · Public Works Minor Equip Purch	1,109.45	4,897.03	371.87		6,378.35	2,500.00	3,878.35	255.13%
430.341 · Public Works Advertising	0.00	0.00	312.05		312.05	500.00	-187.95	62.41%
430.373 · Public Works Maint & Rep Bldg	3,959.80	387.09	380.64		4,727.53	5,000.00	-272.47	94.55%
430.375 · Public Works Heavy Equip Maint	6,800.80	7,586.83	12,270.76		26,658.39	35,000.00	-8,341.61	76.17%
430.384 · Public Works Equip Rental	50.00	0.00	0.00		50.00	1,500.00	-1,450.00	3.33%
430.420 · Public Works Dues, Subscription	535.00	0.00	0.00		535.00	100.00	435.00	535.00%
430.450 · Public Works Contracted Srvs	845.00	3,073.90	750.00		4,668.90	45,000.00	-40,331.10	10.38%
430.460 · Public Works Meetings & Trainin	494.10	2,750.64	656.10		3,900.84	500.00	3,400.84	780.17%
430.650 · Public Works Hand Tool Purch	102.92	439.97	326.71		869.60	500.00	369.60	173.92%
432.220 · Snow & Ice Rem Oper Supplies	97,961.80	0.00	0.00		97,961.80	125,000.00	-27,038.20	78.37%
432.375 · Snow & Ice Rem Equipment Maint	5,389.23	0.00	0.00		5,389.23	7,500.00	-2,110.77	71.86%
433.220 · Traffic Signals & Signs Supply	200.00	824.95	0.00		1,024.95	3,000.00	-1,975.05	34.17%
433.360 · Traffic Signals & Signs Utiliti	941.76	668.89	963.61		2,574.26	4,000.00	-1,425.74	64.36%
433.450 · Traffic Signals Contracted Srvs	8,298.00	650.00	477.75		9,425.75	6,000.00	3,425.75	157.10%
438.220 · Road Maint Supplies	0.00	47,889.02	39,782.14		87,671.16	80,000.00	7,671.16	109.59%
438.611 · Line Painting	0.00	0.00	6,146.53		6,146.53	5,000.00	1,146.53	122.93%
438.612 · Crack Sealing	0.00	0.00	0.00		0.00	5,000.00	-5,000.00	0.00%
438.613 · Vegetation Control	0.00	0.00	0.00		0.00	2,000.00	-2,000.00	0.00%
Total PW-Hwys, Roads & Streets	378,477.28	290,617.79	273,816.06	0.00	942,911.13	1,377,438.91	-434,527.78	68.45%
Culture and Recreation								
452.390 · Recreation fees	143.35	232.55	80.55		456.45	500.00	-43.55	91.29%
454.110 · Park Salary & Wage	64.00	16,318.60	28,400.00		44,782.60	72,500.00	-27,717.40	61.77%
454.192 · Park SSI	4.90	1,248.39	2,172.62		3,425.91	5,437.50	-2,011.59	63.01%
454.220 · Park Operating Supplies	899.38	1,430.30	1,436.51		3,766.19	3,000.00	766.19	125.54%
454.231 · Park Vehicle Fuel	503.97	359.54	702.37		1,565.88	1,500.00	65.88	104.39%
454.260 · Park Minor Equipment	0.00	416.95	549.76		966.71	1,000.00	-33.29	96.67%
454.320 · Park Communications	226.17	319.72	272.25		818.14	2,000.00	-1,181.86	40.91%
454.340 · Park Advertising & Printing	1,469.57	487.50	0.00		1,957.07	1,500.00	457.07	130.47%
454.360 · Park Utilities	1,143.05	950.62	769.16		2,862.83	5,400.00	-2,537.17	53.02%
454.373 · Park Repairs & Maintenance	390.00	5,658.79	1,385.25		7,434.04	10,000.00	-2,565.96	74.34%
454.374 · Park Equipment Maintenance	413.83	1,176.97	1,272.13		2,862.93	2,000.00	862.93	143.15%

General Fund
Treasurer's Report: Q3 2019

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over/Under Budget	% of Budget
454.450 · Park Contracted Services	5,746.42	6,234.30	7,671.92		19,652.64	12,000.00	7,652.64	163.77%
454.700 · Park Recreation Board	200.00	500.00	975.00		1,675.00	15,000.00	-13,325.00	11.17%
457.540 · Community Day Celebration	0.00	4,625.33	-2.57		4,622.76	5,000.00	-377.24	92.46%
Total Culture and Recreation	11,204.64	39,959.56	45,684.95	0.00	96,849.15	136,837.50	-125,632.86	70.78%
Debt Service								
472.000 · NEW TWP COMPLEX LOAN INTEREST	0.00	0.00	0.00	0.00	0.00	100,000.00	-100,000.00	0.0%
Total Debt Service	0.00	0.00	0.00	0.00	0.00	100,000.00	-100,000.00	0.0%
Benefits and Withholding								
483.194 · Employer Pd Unemployment Comp	35.98	3,729.52	0.00		3,765.50	35,000.00	-31,234.50	10.76%
483.195 · Employer Pd Worker's Comp	62,215.36	39,816.27	29,740.41		131,772.04	200,000.00	-68,227.96	65.89%
483.200 · Federal Healthcare Tax	0.00	0.00	151.90		151.90	200.00	-48.10	75.95%
Total Benefits and Withholding	62,251.34	43,545.79	29,892.31	0.00	135,689.44	235,200.00	-99,510.56	58%
Insurance								
486.350 · Property & Liability Insurance	111,793.75	0.00	0.00		111,793.75	140,000.00	-28,206.25	79.85%
486.355 · Professional Bonds	0.00	0.00	1,786.00		1,786.00	10,500.00	-8,714.00	17.01%
Total Insurance	111,793.75	0.00	1,786.00	0.00	113,579.75	150,500.00	-36,920.25	75.47%
Misc Expenses								
489.100 · Miscellaneous Expenses	33.14	-1,453.87	1,484.88		64.15	0.00	64.15	100.00%
Total Misc Expenses	0.00	0.00	1,484.88	0.00	64.15	0.00	64.15	0.00%
Interfund Transfers Out								
492.310 · Transfer to Capital Fund Reserv	0.00	0.00	60,000.00		60,000.00	60,000.00	0.00	100.00%
Total Interfund Transfers Out	0.00	0.00	60,000.00	0.00	60,000.00	60,000.00	0.00	0.00%
Other Expenses								
463.540 · TIF	140,502.62	22,622.20	0.00		163,124.82	165,000.00	-1,875.18	98.86%
999.999 · uncatagorized expenses	0.00	0.00	0.00		0.00		0.00	
66900 · Reconciliation Discrepancies	4.07	0.07	0.00		4.14		4.14	100.00%
491.000 · Refund of Prior Year Revenues	2,612.57	0.00	0.00		2,612.57	100.00	2,512.57	2,612.57%
Total Other Expenses	143,119.26	22,622.27	0.00	0.00	165,741.53	165,100.00	641.53	100.39%
Total Expense	1,602,605.28	1,288,236.79	1,691,031.33	0.00	4,581,873.40	6,792,759.08	-2,210,885.68	67.45%
Net Income	-425,757.57	1,965,243.08	-148,181.36	0.00	1,391,304.15	0.00	1,391,304.15	100.00%

CASH ACCOUNTS ENDING BALANCES*	Q1 2019	Q2 2019	Q3 2019	Q4 2019
ESSA CD	1,026,138.13	1,026,138.13	1,026,138.13	
GENERAL CASH	1,733,192.49	3,648,527.72	3,470,117.60	
Payroll	1,000.00	1,000.00	1,000.00	
Petty Cash	186.02	88.51	250.00	
FEES IN LIEU	80,467.76	80,803.40	20,925.58	
KOLLAR RESTRICTED	5,319.27	5,319.27	5,319.27	
*From balance sheet	2,846,303.67	4,761,877.03	4,523,750.58	0.00

Capital Reserve
Treasurer's Report: Q3 2019

CASH ACCOUNTS BEGINNING BALANCES	Q1 2019	Q2 2019	Q3 2019	Q4 2019
Keystone CD	1,525,722.12	1,525,722.12		
Wayne 6-month CD		0.00	768,132.65	
Wayne 9-month CD		0.00	768,132.65	
Capital Reserve Cash	1,472,812.24	1,423,934.52	1,106,554.99	
Total	2,998,534.36	2,949,656.64	2,642,820.29	0.00
*From balance sheet				

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over Budget	% Budget
Income								
341.010 · Interest on Investments	5,261.09	15,790.13	2,824.11		23,875.33	0.00	23,875.33	
355.008 · LSA GRANT	0.00	0.00			0.00	0.00	0.00	
355.009 · Federal Grant	0.00	0.00			0.00	5,500.00	-5,500.00	0.00%
392.010 · Transfer from General Fund	0.00	0.00	60,000.00		60,000.00	60,000.00	0.00	100.00%
392.900 · Use of Fund Balance	0.00	0.00			0.00	2,115,534.50	-2,115,534.50	0.00%
Total Income	5,261.09	15,790.13	62,824.11	0.00	83,875.33	2,181,034.50	-2,097,159.17	3.85%
Expense								
401.000 · Municipal Capital Comprehensive								
Computers	8,795.00	0.00	0.00		8,795.00	10,000.00	-1,205.00	87.95%
Generator transfer switch (reappropriated funds)								
Dam at TLC	0.00	224.00	0.00		224.00	5,000.00	-4,776.00	4.48%
Emergency Management Equipment	0.00	0.00	0.00		0.00	5,000.00	-5,000.00	0.00%
Fish Hill Road Swale	41.36	12,848.57	414.37		13,304.30	30,000.00	-16,695.70	44.35%
Green Light Go (611)	0.00	0.00	0.00		0.00	90,000.00	-90,000.00	0.00%
Green Light Go (Interceptors)	0.00	0.00	0.00		0.00	68,513.00	-68,513.00	0.00%
Green Light Go (Stroud)	0.00	0.00	0.00		0.00	20,000.00	-20,000.00	0.00%
Major Repairs (TWP Complex)	0.00	0.00	0.00		0.00	20,000.00	-20,000.00	0.00%
New Website	0.00	0.00	0.00		0.00	2,940.00	-2,940.00	0.00%
Right Hand Turn Lanes (Rimrock)	9,548.02	25,946.00	53.75		35,547.77	150,000.00	-114,452.23	23.70%
TLC Bridge	266.50	4,974.62	2,510.70		7,751.82	25,000.00	-17,248.18	31.01%
White Oak Culvert	2,878.48	2,401.90	39.50		5,319.88	200,000.00	-194,680.12	2.66%
401.000 · Municipal Capital Comprehensive - Other	7,357.45	8,517.50	0.00		15,874.95	0.00	15,874.95	100.00%
Total 401.000 · Municipal Capital Comprehensive	28,886.81	54,912.59	3,018.32	0.00	86,817.72	626,453.00	-539,635.28	13.86%
410.000 · POLICE CAPITAL COMPREHENSIVE								
BP Vests (2019)	9,200.00	0.00	0.00		9,200.00	9,200.00	0.00	100.00%
Detective Vehicle	0.00	0.00	0.00		0.00	40,000.00	-40,000.00	0.00%
E-Ticket Machines (2019)	12,052.00	0.00	0.00		12,052.00	11,500.00	552.00	104.80%
Tasers	0.00	2,542.00	0.00		2,542.00	2,400.00	142.00	105.92%
Undercover Utility Vehicle	0.00	0.00	0.00		0.00	50,000.00	-50,000.00	0.00%
Total 410.000 · POLICE CAPITAL COMPREHENSIVE	21,252.00	2,542.00	0.00	0.00	23,794.00	113,100.00	-89,306.00	21.04%
430.000 · PW CAPITAL COMPREHENSIVE								
New pickup truck (Reappropriated 2019)	0.00	35,185.00	0.00	0.00	35,185.00	30,000.00	5,185.00	117.28%
Total 430.000 · PW CAPITAL COMPREHENSIVE	0.00	35,185.00	0.00	0.00	35,185.00	30,000.00	5,185.00	117.28%

Capital Reserve
Treasurer's Report: Q3 2019

438.610 · Maintenance & Repairs of Roads								
Paving Overlay	0.00	0.00	798,682.65	0.00	798,682.65	1,032,071.00	-233,388.35	
Tar and Chip	0.00	226,821.16	0.00	0.00	226,821.16	195,000.00	31,821.16	
Total 438.610 · Maintenance & Repairs of Roads	0.00	226,821.16	798,682.65	0.00	1,025,503.81	1,227,071.00	-201,567.19	83.57%
454.000 · PARK CAPITAL COMPREHENSIVE	0.00	3,165.73	20,622.50		23,788.23	60,000.00	-36,211.77	
471.000 · PRINCIPAL LEASES	0.00	0.00	0.00		0.00	113,410.50	-113,410.50	
472.000 · INTEREST ON LEASES	0.00	0.00	0.00		0.00	11,000.00	-11,000.00	
Total Expense	50,138.81	322,626.48	822,323.47	0.00	1,195,088.76	2,181,034.50	-985,945.74	54.79%
	-44,877.72	**-306,836.35**	**-759,499.36**	**0.00**	**-1,111,213.43**	**0.00**	**-1,111,213.43**	100.00%

CASH ACCOUNTS ENDING BALANCES	Q1 2019	Q2 2019	Q3 2019	Q4 2019	
Keystone CD	1,525,722.12	0.00	0.00		
Wayne 6-month CD		768,132.65	768,132.65		
Wayne 9-month CD		768,132.65	768,132.65		
Capital Reserve Cash	1,423,934.52	1,106,554.99	347,055.63		
Total	2,949,656.64	2,642,820.29	1,883,320.93	0.00	

***From balance sheet**

Liquid Fuels
Treasurer's Report: Q3 2019

CASH ACCOUNTS BEGINNING BALANCE	Q1 2019	Q2 2019	Q3 2019	Q4 2019
Liquid Fuels Cash	3,983.57	488,566.66	489,175.95	
Total	3,983.57	488,566.66	489,175.95	0.00
*From balance sheet				

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over/Under Budget	% of Budget
Income								
341.010 · Interest on Investments	147.92	609.29	254.65	0.00	1,011.86	500.00	511.86	29.6%
355.020 · State Liquid Fuels Funds	484,435.17	0.00	0.00	0.00	484,435.17	472,619.07	11,816.10	102.5%
Total Income	484,583.09	609.29	254.65	0.00	485,447.03	473,119.07	12,327.96	102.4%
Expense								
439.600 · Capital Construction	0.00	0.00	489,000.00	0.00	489,000.00	472,619.07	16,380.93	103.5%
Total Expense	0.00	0.00	489,000.00	0.00	489,000.00	472,619.07	16,380.93	103.5%
Net Income	**484,583.09**	**609.29**	**-488,745.35**	**0.00**	**-3,552.97**	**500.00**	**-4,052.97**	**-710.6%**

CASH ACCOUNTS ENDING BALANCE	Q1 2019	Q2 2019	Q3 2019	Q4 2019
Liquid Fuels Cash	488,566.66	489,175.95	430.60	0.00
Total	488,566.66	489,175.95	430.60	0.00
*From balance sheet				

Sewer Operating Fund
Treasurer's Report: Q3 2019

CASH ACCOUNTS BEGINNING BALANCES	Q1 2019	Q2 2019	Q3 2019	Q4 2019
Sewer money market	1,138,267.44	1,536,953.37	1,931,622.22	
ESSA Bank Checking*	79,704.01	342,475.58	107,370.94	
People's Security CD	50,000.00	50,000.00	50,000.00	
Wayne Bank Funding & Checking Accounts	1,267,971.45	1,879,428.95	2,038,993.16	0.00
* From balance sheet				

*Balance sheet balance

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1- Q4 2018	Annual Budget	$ Over/Under Budget	% of Budget
Income								
341.010 · Interest on Investments	6,530.76	7,876.90	9,503.47		23,911.13	7,500.00	16,411.13	318.82%
362.400 · Connect & Tank Abandonment Fee	0.00	250.00	250.00		500.00	500.00	0.00	100.00%
364.110 · Connection/Tapping Fees	3,750.00	6,250.00	91,250.00		101,250.00	750,000.00	-648,750.00	13.50%
364.120 · Sewer Use Fees	934,925.58	940,848.23	942,856.59		2,818,630.40	3,200,000.00	-381,369.60	88.08%
392.100 · Transfer from Construction Fund		1,000,000.00	0.00		1,000,000.00			
Total Income	945,206.34	1,955,225.13	1,043,860.06	0.00	3,944,291.53	3,958,000.00	-1,013,708.47	99.65%
Gross Profit	945,206.34	1,955,225.13	1,043,860.06	0.00	3,944,291.53	3,958,000.00	-13,708.47	99.65%
Expense								
429.100 · Utilities								
429.101 · PPL	6,264.47	5,563.19	5,532.35		17,360.01	25,000.00	-7,639.99	69.44%
429.102 · MetTel	251.28	186.98	199.37		637.63	725.00	-87.37	87.95%
429.105 · MetEd	918.24	627.09	447.65		1,992.98	3,600.00	-1,607.02	55.36%
429.106 · Blue Ridge Communications	1,036.18	907.80	923.85		2,867.83	4,500.00	-1,632.17	63.73%
429.107 · BCRA Water	0.00	190.65	201.95		392.60	1,800.00	-1,407.40	21.81%
429.108 · PenTeleData	1,199.00	599.50	1,064.15		2,862.65	4,000.00	-1,137.35	71.57%
429.109 · Verizon	483.61	472.73	474.08		1,430.42	1,922.88	-492.46	74.39%
429.111 · JP Mascaro	297.75	297.75	198.50		794.00	1,200.00	-406.00	66.17%
429.112 · PAPCO	0.00	0.00	0.00		0.00	4,000.00	-4,000.00	0.00%
Total 429.100 · Utilities	10,450.53	8,845.69	9,041.90	0.00	28,338.12	46,747.88	-18,409.76	60.62%
429.200 · BCRA Sewage Treatment	328,593.51	328,314.56	314,027.74		970,935.81	1,308,664.00	-337,728.19	74.19%
429.244 · Operating Supplies	207.79	67.92	15,733.06		16,008.77	40,000.00	-23,991.23	40.02%
429.300 · Professional Services								
429.400 · Engineering	11,095.50	23,147.87	20,042.13		54,285.50	40,000.00	14,285.50	135.71%
429.401 · Sewer Legal	3,600.00	3,818.50	6,822.09		14,240.59	6,000.00	8,240.59	237.34%
429.402 · PMA	18,682.24	19,484.25	17,295.54		55,462.03	70,000.00	-14,537.97	79.23%
429.405 · O & M	17,437.20	20,094.66	19,305.14		56,837.00	78,000.00	-21,163.00	72.87%
429.406 · KEYSTONE ENGINEERING	834.00	3,453.39	695.00		4,982.39	25,000.00	-20,017.61	19.93%
429.300 · Professional Services - Other	8,152.61	10,623.49	7,727.78		26,503.88	21,000.00	5,503.88	126.21%
Total 429.300 · Professional Services	59,801.55	80,622.16	71,887.68	0.00	212,311.39	240,000.00	-27,688.61	88.46%

Sewer Operating Fund
Treasurer's Report: Q3 2019

429.374 · Equipment Repair & Maintenance	8,642.11	12,088.40	10,682.49		31,413.00	50,000.00	-18,587.00	62.83%
429.376 · CONTRACTED SERVICES	1,112.88	5,842.50	9,780.00		16,735.38	100,000.00	-83,264.62	16.74%
471.000 · Debt Principal - Long and Short								
471.500 · PennVest Loan	98,307.74	96,040.67	95,123.81		289,472.22			
471.800 · Peoples Note 4.5M		1,000,000.00	0.00		1,000,000.00			
471.000 · Debt Principal - Long and Short - Other	0.00				0.00	1,132,956.00	-1,132,956.00	
Total 471.000 · Debt Principal - Long and Short	98,307.74	1,096,040.67	95,123.81	0.00	1,289,472.22	1,132,956.00	156,516.22	113.82%
472.000 · Debt Interest - Long and Short								
472.500 · PennVest Loan Interest	16,188.16	21,350.17	23,714.50		61,252.83			
472.100 · ESSA 4.5M interest		23,188.60	0.00		23,188.60			
472.400 · Wayne Bank Loan Interest		37,092.64	0.00		37,092.64			
472.800 · Peoples Note 4.5M		77,732.43	0.00		77,732.43			
472.000 · Debt Interest - Long and Short - Other	0.00				0.00	303,886.00	-303,886.00	0.00%
Total 472.000 · Debt Interest - Long and Short	16,188.16	159,363.84	23,714.50	0.00	199,266.50	303,886.00	-104,619.50	65.57%
486.352 · Insurance Expense (Liability)	13,406.25	0.00	0.00		13,406.25	18,000.00	-4,593.75	74%
491.000 · Refund of Prior Year Revenues	125.00	0.00	0.00		125.00	0.00	125.00	100%
492.100 · Transfer to Sewer Construction	190,000.00	0.00	0.00		190,000.00	190,000.00	0.00	100%
Total Expense	726,835.52	1,691,185.74	549,991.18	0.00	2,968,012.44	3,430,253.88	-462,241.44	21%
Net Income	**218,370.82**	**264,039.39**	**493,868.88**	**0.00**	**976,279.09**	**527,746.12**	**-462,241.44**	**41%**

CASH ACCOUNTS ENDING BALANCES	Q1 2019	Q2 2019	Q3 2019	Q4 2019
Sewer money market	1,536,953.37	1,931,622.22	2,438,344.58	
ESSA Bank Checking*	342,475.58	107,370.94	114,947.14	
People's Security CD	50,000.00	50,000.00	50,000.00	
Wayne Bank Funding & Checking Accounts	1,929,428.95	2,088,993.16	2,603,291.72	0.00

* From balance sheet

Sewer Construction
Treasurer's Report: Q3 2019

CASH ACCOUNTS BEGINNING BALANCES	Q1 2019	Q2 2019	Q3 2019	Q4 2019
Wayne CD's	2,000,000.00	2,000,000.00	1,024,153.67	
ESSA Funding & Checking*	402,759.39	538,328.10	521,820.47	
Total Cash	**2,402,759.39**	**2,538,328.10**	1,545,974.14	0.00

* From balance sheet

	Q1 2019	Q2 2019	Q3 2019	Q4 2019	Q1 - Q4 2019	Annual Budget	$ Over Budget	% of Budget
Income								
341.010 · Interest on Investments	546.20	49,144.80	673.74	0.00	50,364.74	10,000.00	40,364.74	503.65%
392.000 · Transfer from Operations	190,000.00	0.00	0.00	0.00	190,000.00	190,000.00	0.00	100.00%
Total Income	**190,546.20**	**49,144.80**	673.74	0.00	240,364.74	200,000.00	40,364.74	120.18%
Expense								
404.310 · Professional Services	0.00	58.50	0.00	0.00	58.50	10,000.00	-9,941.50	0.59%
429.200 · General Project								
Bypass Sensor	0.00	0.00	0.00	0.00	0.00	18,000.00	-18,000.00	0.00%
Forcemain Bypass	0.00	0.00	0.00	0.00	0.00	30,000.00	-30,000.00	0.00%
Jib Crane	0.00	0.00	0.00	0.00	0.00	36,000.00	-36,000.00	0.00%
Rain & Temperature Gauge	0.00	0.00	0.00	0.00	0.00	7,900.00	-7,900.00	0.00%
429.200 · General Project - Other	82.95	0.00	0.00	0.00	82.95	8,100.00	-8,017.05	1.02%
Total 429.200 · General Project	82.95	0.00	0.00	0.00	82.95	100,000.00	-99,917.05	0.08%
429.313 · Engineering - Collection System	103.00	31,144.76	11,070.89	0.00	42,318.65	40,000.00	2,318.65	105.80%
429.602 · Collection System Construction	40,695.07	10,295.50	15,291.15	0.00	66,281.72	50,000.00	16,281.72	132.56%
492.000 . Transfer to Operations	0.00	1,000,000.00	0.00	0.00	1,000,000.00	0.00	1,000,000.00	0.00%
Total Expense	40,881.02	1,041,498.76	26,362.04	0.00	1,108,741.82	200,000.00	908,741.82	554.37%
Net Income	**149,665.18**	**-1,041,498.76**	**-26,362.04**	**0.00**	**-918,195.62**	**0.00**	**-918,195.62**	**100.00%**

CASH ACCOUNTS ENDING BALANCES	Q1 2019	Q2 2019	Q3 2019	Q4 2019
Wayne CD's	2,000,000.00	1,024,153.67	1,024,153.67	
ESSA Funding & Checking*	538,328.10	521,820.47	496,469.85	
ESSA Checking	-6,081.44	-13,716.47	5,520.82	
ESSA Funding Account	544,409.54	535,536.94	490,949.03	
	2,538,328.10	**1,545,974.14**	1,520,623.52	0.00

* From balance sheet

10/18/2019

POCONO TOWNSHIP BOARD OF COMMISSIONERS

TO: Board of Commissioners

FROM: Donna M. Asure, Township Manager

DATE: October 21, 2019

RE: Budget Adjustments

Please review the following line item transfer(s) for Commissioner approval.

FROM: **TO:**

Fund	Line Item Number	Account Name	Amount	Fund	Line Item Number	Account Name	Amount
			GENERAL GOVERNMENT				
General Fund '01	405.110	Secretary Salaries & Wages	500.00	General Fund '01	401.420	Admin Dues, Subscriptions & Mem	500.00
General Fund '01	405.110	Secretary Salaries & Wages	1,079.36	General Fund '01	403.220	Tax Collection Operating Supply	1,079.36
General Fund '01	405.110	Secretary Salaries & Wages	3,093.40	General Fund '01	404.314	Legal Services Special Counsel	3,093.40
General Fund '01	405.110	Secretary Salaries & Wages	5,000.00				
General Fund '01	408.310	Township Engineer	10,000.00	General Fund '01	407.450	Contracted Services	19,885.48
General Fund '01	409.360	Building Utilities	4,885.48				
General Fund '01	405.110	Secretary Salaries & Wages	9,413.11	General Fund '01	409.373	Building Maint & Repairs	9,413.11
			PUBLIC SAFETY				
General Fund '01	410.130	Police Salaries & Wages-Officer	30,000.00	General Fund '01	410.180	Police Overtime Wages	43,323.73
General Fund '01	410.190	Police HRA Fees	13,323.73				
General Fund '01	410.190	Police HRA Fees	604.11	General Fund '01	410.216	Police Community Outreach	604.11
General Fund '01	410.190	Police HRA Fees	3,124.77	General Fund '01	410.231	Vehicle Fuel	3,124.77
General Fund '01	410.190	Police HRA Fees	2,000.00	General Fund '01	410.260	Police Minor Equipment	2,000.00
General Fund '01	410.190	Police HRA Fees	10,011.06	General Fund '01	410.270	Police IT	10,011.06
General Fund '01	410.190	Police HRA Fees	10,000.00				10,000.00
General Fund '01	411.232	Fire Department Fuel	3,000.00	General Fund '01	410.310	Police Professional Services	3,000.00
General Fund '01	413.310	Prof Services - BIU Building	3,428.95				3,428.95
General Fund '01	413.310	Prof Services - BIU Building	8,155.69	General Fund '01	410.374	Police Equipment Maint	8,155.69
General Fund '01	413.310	Prof Services - BIU Building	20,246.73	General Fund '01	410.451	Police Vehicle Maintenance	20,246.73
General Fund '01	411.232	Fire Department Fuel	4,157.74	General Fund '01	411.540	Foreign Fire Payments	4,157.74
General Fund '01	413.310	Prof Services - BIU Building	15,480.00	General Fund '01	413.311	Prof Services - SEO	15,480.00
General Fund '01	413.310	Prof Services - BIU Building	19,713.59	General Fund '01	414.310	Planning & Zoning Prof Srvs	19,713.59
General Fund '01	413.310	Prof Services - BIU Building	339.29	General Fund '01	415.364	Emergency Management Operations	339.29
			PUBLIC WORKS				
General Fund '01	430.450	Public Works Contracted Srvs	15,692.30	General Fund '01	427.450	·Contracted Srvs - Clean-Up Days	15,692.30
General Fund '01	430.450	Public Works Contracted Srvs	1,019.04	General Fund '01	430.220	Public Works Oper Supplies	1,019.04
General Fund '01	430.450	Public Works Contracted Srvs	4,378.35	General Fund '01	430.260	Public Works Minor Equip Purch	4,378.35

10/18/2019

FROM: Fund	Line Item Number	Account Name	Amount	TO: Fund	Line Item Number	Account Name	Amount
General Fund '01	430.450	Public Works Contracted Srvs	727.53	General Fund '01	430.373	Public Works Maint & Rep Bldg	727.53
General Fund '01	430.110	Public Works Salaries	10,000.00	General Fund '01	430.375	Public Works Heavy Equip Maint	10,000.00
General Fund '01	430.450	Public Works Contracted Srvs	435.00	General Fund '01	430.420	Public Works Dues, Subscription	435.00
General Fund '01	430.450	Public Works Contracted Srvs	3,900.84	General Fund '01	430.460	Public Works Meetings & Trainin	3,900.84
General Fund '01	430.450	Public Works Contracted Srvs	869.60	General Fund '01	430.650	Public Works Hand Tool Purch	869.60
General Fund '01	430.110	Public Works Salaries	7,925.75	General Fund '01	433.450	Traffic Signals Contracted Srvs	7,925.75
General Fund '01	430.450	Public Works Contracted Srvs	6,000.00	General Fund '01	438.220	Road Maint Supplies	19,168.16
General Fund '01	472.000	NEW TWP COMPLEX LOAN INTEREST	13,168.16				
General Fund '01	438.612	Crack Sealing	1,146.53	General Fund '01	438.611	Line Painting	1,146.53
PARK & RECREATION							
General Fund '01	454.700	Park Recreation Board	766.19	General Fund '01	454.220	Park Operating Supplies	766.19
General Fund '01	454.700	Park Recreation Board	465.88	General Fund '01	454.231	Park Vehicle Fuel	465.88
General Fund '01	454.700	Park Recreation Board	466.71	General Fund '01	454.260	Park Minor Equipment	466.71
General Fund '01	454.700	Park Recreation Board	457.07	General Fund '01	454.340	Park Advertising & Printing	457.07
General Fund '01	454.700	Park Recreation Board	1,062.93	General Fund '01	454.374	Park Equipment Maintenance	1,062.93
General Fund '01	454.700	Park Recreation Board	3,000.00	General Fund '01	454.450	Park Contracted Services	10,052.64
General Fund '01	472.000	NEW TWP COMPLEX LOAN INTEREST	7,052.64				
OTHER							
General Fund '01	472.000	NEW TWP COMPLEX LOAN INTEREST	2,512.57	General Fund '01	491.000	Refund of Prior Year Revenues	2,512.57
			$258,604.10				258,604.10

PURPOSE: To transfer funds to lines that were overbudget in 2019.

Approval By: Date:

POCONO TOWNSHIP

Monday, October 21, 2019

SUMMARY

Ratify		
General Fund	$	97,597.18
Sewer Operating	$	123.58
Sewer Construction	$	-
Capital Reserve	$	-
Bill List		
TOTAL General Fund	$	163,337.02
TOTAL Sewer OPERATING Fund	$	115,540.69
TOTAL Sewer CONSTRUCTION Fund	$	420.00
TOTAL Capital Reserve Fund	$	90.00
Liquid Fuels	$	-
Budget Adjustments	$	-
Budget Appropriations	$	-
Interfund Transfer		

Notes:

POCONO TOWNSHIP CHECK LISTING
RATIFY
Monday, October 21, 2019

	Date	Check	Vendor	Memo	Amount
General Fund					
Payroll	10/11/2019			Pay 20 2019 ending 10/11/19	$ 96,228.23
				TOTAL PAYROLL	$96,228.23
General Expenditures					
	9/27/2019	58894	MICHAEL SCICUTELA	PAY 19 MANUAL CHECK	$ 1,138.25
	10/7/2019	58962	STAPLES	GENERAL GOVERNMENT	$ 115.35
				TOTAL General Fund Bills	$ 1,368.95
Sewer Operating Fund					
	10/7/2019	1427	BLUE RIDGE	INTERNET PUMP STATION	$ 123.58
					$ 123.58
Sewer Construction Fund					
Capital Reserve Fund					

TOTAL General Fund	$	97,597.18	Transferred by:
TOTAL Sewer Operating	$	123.58	
TOTAL Sewer Construction	$	-	
Total Capital Reserve	$	-	
	$	97,720.76	Authorized by:

POCONO TOWNSHIP CHECK LISTING
Monday, October 21, 2019

Date	Check	Vendor	Memo		Amount
General Fund					
10/17/2019	58963	Access Office Technologies	4Q 2019 TWP Front Copiers	$	981.52
10/17/2019	58964	ADP, LLC	P/E 10/6/19 Payroll Bundle	$	209.50
10/17/2019	58965	ARGS Technology, LLC	Sept 2019 Police & Twp IT Services	$	1,375.00
10/17/2019	58966	Beyer-Barber Company	Professional services	$	4,500.00
10/17/2019	58967	BIU of PA, Inc.	Building code services	$	1,946.00
10/17/2019	58968	Brodhead Creek Regional Authority	Water service	$	177.08
10/17/2019	58969	Broughal & DeVito, L.L.P.	Legal Services	$	5,523.03
10/17/2019	58970	Centre County District Attorney	Police Training	$	800.00
10/17/2019	58971	Cardmember Service	TWP operational supplies & subscriptions	$	4,114.66
10/17/2019	58972	Cardmember Service	Police operational supplies	$	742.85
10/17/2019	58973	Cyphers Truck Parts	PW vehicle maintenance supplies	$	338.00
10/17/2019	58974	D.G. Nicholas Co.	PW operational supplies	$	16.35
10/17/2019	58975	Diesel Express, Inc.	PW vehicle repair	$	6,102.92
10/17/2019	58976	Eric A. Moses Co.	PW operational supplies	$	183.50
10/17/2019	58977	Eureka Stone Quarry, Inc.	Road materials	$	144.70
10/17/2019	58978	Foster & Freeman USA, Inc.	Police minor equiment	$	6,098.40
10/17/2019	58979	Friedman Electric	PW operational supplies	$	110.98
10/17/2019	58980	Fuller Paper Company	PW operational supplies	$	205.30
10/17/2019	58981	GFOA	Training	$	170.00
10/17/2019	58982	Gotta Go Potties, Inc	Aug/Sept 2019 MVP Rental/Service	$	1,490.00
10/17/2019	58983	Goucher, Shawn	Uniform Allowance	$	121.48
10/17/2019	58984	Hanson Aggregates Pennsylvania LLC	Road materials	$	1,349.46
10/17/2019	58985	Highmark Inc.	HRA Fees	$	34.00
10/17/2019	58986	J & Z Professional Services LLC	October Cleaning Services	$	947.50
10/17/2019	58987	J. P. Mascaro & Sons	Waste removal	$	270.45
10/17/2019	58988	J. P. Mascaro & Sons	Waste removal	$	198.64
10/17/2019	58989	Jack Williams Tire Company, Inc.	Police vehicle maintenance	$	721.04
10/17/2019	58990	Kimball Midwest	PW operational supplies	$	308.81
10/17/2019	58991	Kost Tire & Auto Service	Police vehicle maintenance	$	445.09
10/17/2019	58992	Kresge, Scott	Uniform allowance	$	69.00
10/17/2019	58993	Kyocera Document Solutions America, Inc.	Copiers twp and police	$	366.56
10/17/2019	58994	Lawson Products	PW operational supplies	$	108.11

Approve

Date	Check	Vendor	Memo	Amount
10/17/2019	58995	Medico Industries, Inc.	PW operational supplies	$ 85.77
10/17/2019	58996	Mountain Road Feed Store	PW operational supplies	$ 28.00
10/17/2019	58997	MRM Worker's Compensation Pooled Trust	Workers compensation insurance	$ 11,724.32
10/17/2019	58998	Nauman Mechanical Inc.	Fall Maintenance twp	$ 484.15
10/17/2019	58999	Network Fleet	Police communications	$ 252.22
10/17/2019	59000	Northeast Cartage & Recycling Solutions	Poc TWP Yearly Clean-up	$ 15,400.00
10/17/2019	59001	OFFICE DIRECT	Shredder Repair	$ 150.00
10/17/2019	59002	PMHIC	Health Insurance	$ 71,088.60
10/17/2019	59003	PPL Electric Utilities	Electric service	$ 1,410.21
10/17/2019	59004	PSATS UC GROUP TRUST FUND	Q3 2019 UC Payments	$ 1,136.68
10/17/2019	59005	Servpro	Mold Test	$ 450.00
10/17/2019	59006	Shinetime Auto Wash & Lube	September Police Car Washes	$ 80.00
10/17/2019	59007	Sirchie Fingerprint Laboratories	Police minor equiment	$ 857.85
10/17/2019	59008	State Workers Insurance Fund	Fire Dep. Workers comp. Insurance	$ 2,359.00
10/17/2019	59009	Tulpehocken Mountain Spring Water Inc	Water townsip	$ 52.39
10/17/2019	59010	UNIFIRST Corporation	Uniforms & mats	$ 151.64
10/17/2019	59011	Verizon Wireless	Police IPads	$ 682.60
10/17/2019	59012	Waste Management of Pennsylvania, Inc.	Waste removal	$ 638.00
10/17/2019	59013	Wilson Products Compressed Gas Co.	PW operational supplies	$ 116.96
10/17/2019	59014	HUNTER KEYSTONE PETERBILT	PW truck parts	$ 401.59
10/17/2019	59015	Nationwide - 457	ER & EE CONTRIBUTION PAY 20	$ 3,477.11
10/17/2019	59016	Servpro	MOLD TEST POLICE DEP.	$ 450.00
10/17/2019	59004	PSATS UC GROUP TRUST FUND	2019 UC Payments	$ 11,690.00
				$ 163,337.02

Sewer Operating Fund

10/17/2019	1397	BLUE RIDGE COMMUNICATIONS	PUMP STATION INTERNET SERVICE	$ 61.79
10/17/2019	1398	BRODHEAD CREEK REGIONAL AUTHORITY	SEWER TREATMENT NOVEMBER 2019	$ 95,086.08
10/17/2019	1399	BROUGHAL & DEVITO, L.L.P.	SEWER LEGAL	$ 3,165.00
10/17/2019	1400	EEMA O&M Services Group, Inc.	OM SERVICES	$ 6,265.38
10/17/2019	1401	J P Mascaro & Sons	WASTE REMOVAL PUMP STATIONS	$ 99.25
10/17/2019	1402	KEYSTONE ENGINEERING GROUP	ENGINEERING SERVICES	$ 1,779.73
10/17/2019	1403	PA One Call System, Inc	SEWER MAPPING	$ 99.96
10/17/2019	1404	PAPCO	PROPANE	$ 734.52
10/17/2019	1405	Pocono Management Associates LLC	CONTRACTED SERVICES 9/30 -10/6/19	$ 1,471.80

Date	Check	Vendor	Memo	Amount
10/17/2019	1406	Pocono Township	ADMIN SERVICES 9/23/19 -10/3/2019	$ 2,129.85
10/17/2019	1407	PPL Electric Utilities	ELECTRIC SERVICE	$ 1,755.24
10/17/2019	1408	Verizon	SCADA LINE	$ 38.03
10/17/2019	1409	Pocono Management Associates LLC	CONTRACTED SERVICES 10/7-10/13/2019	$ 2,854.06
			TOTAL Sewer Operating	**$ 115,540.69**

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
10/17/2019	653	KEYSTONE ENGINEERING	ENGINEERING SERVICES FLOAT PROJECT	$ 420.00
			TOTAL Sewer Construction Fund	**$ 420.00**

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
10/17/2019	1085	MIDAMERICA SPORTS ADVANTAGE	BASEBALL BASES	$ 90.00
			TOTAL Capital Reserve Fund	**$ 90.00**

LIQUID FUELS

TOTAL Liquid Fuels **$ -**

ESSA

TOTAL General Fund	$	163,337.02
TOTAL Sewer Construction Fund	$	420.00
Sewer Operating	$	115,540.69
Capital Reserve	$	90.00
Liquid Fuels	$	-
TOTAL ESSA TRANSFER	$	279,387.71

Authorized by:______________________________

Transferred by:______________________________

Approve

October 21, 2019 BOC mtg

POLICE REPORT FOR SEPTEMBER 2019

The following are the recorded activities of the Pocono Township Police Department for the month of September 2019. Also listed are the available recorded activities for 2019 year to date, previous month, September 2018 and Year-end total 2018.

	Sept 2019	Y-T-D 2019	August 2019	Y-E-T 2018	Sept 2018
Incidents Investigated	954	8001	1146	11740	945
Burglary / Fire Alarms Answered	54	554	66	949	66
Motor Vehicle ACC	39	406	63	595	40
Assaults	8	56	7	71	12
Narcotics	12	83	11	117	9
Criminal Arrests	21	204	26	399	26
Theft	13	121	19	325	27
DUI alcohol/drug impaired	13	94	16	139	17
Mental Health	10	62	4	84	13
Drug Overdose	1	15	3	n/a	n/a
Death Investigations	4	14	3	19	4
Assisting other agencies	21	257	37	412	28
Disorderly Conduct/Harassment	30	241	37	334	n/a
Traffic Citations Issued	153	1282	228	1650	170
Written Warnings	273	1719	239	2891	232
Traffic & Parking issues	23	295	38	354	21
911 Hang-up Calls	69	754	89	957	54
Nuisance short Term Rental (ordinance viol) 2536	0	7	1	n/a	n/a

Mileage all Vehicles: 16,242

Income from Report Fees: $467.00