



UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING

September 18, 2017
7:00 p.m.

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UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING,
CONDITIONAL USE HEARING
AGENDA
September 18, 2017
7:00 p.m.

- I. CALL TO ORDER
 - A. Salute to the Flag
 - B. Moment of Silence
 - C. Inquire If Any Attendee Plans to Audio or Video Record the Meeting
- II. APPROVAL OF MINUTES: August 21, 2017 Board of Supervisors Meeting
- III. APPROVAL OF PAYMENTS
- IV. TREASURER'S REPORT
- V. SUPERVISORS' REPORT
 - A. Recognition of thanks and appreciation to Montesano's and ACME for their support of the Upper Uwchlan Township Police Department Junior Police Academy
 - B. Historic Commission Member Appointment: Jordan Staub
 - C. Calendar:
 - October 10, 2017 4:00 PM Board of Supervisors Workshop - 2018 Budget Workshop
 - October 16, 2017 7:00 PM Board of Supervisors Meeting

Yard Waste Collections: September 20, 27; October 4, 11
Do not use plastic bags for yard waste as these materials will be composted. Place materials curbside the night before to guarantee collection. Use biodegradable bags or open containers (without lids).
- VI. ADMINISTRATION REPORTS
 - A. Township Engineer's Report
 - B. Building and Codes Department Report
 - C. Police Chief's Report
 - D. Public Works Department Report
- VII. LAND DEVELOPMENT
- VIII. ADMINISTRATION
 - A. 2017-2018 Snow Removal Bid Results, Award Contract
 - B. 2018 Pension Plan Minimum Municipal Obligations – Acknowledge and Approve
 - C. UUT – UUTPA Memorandum of Understanding – Jury Duty
 - D. Resolution: Records Disposition
- IX. OPEN SESSION
- X. CONDITIONAL USE HEARING – Applicant: Black Horse ELU, LLC (Hearing #2)
TO BE CONTINUED
- XI. ADJOURNMENT



TOWNSHIP OF UPPER UWCHLAN
BOARD OF SUPERVISORS
REGULAR MEETING
August 21, 2017
7:00 p.m.
DRAFT

Packet Page 2

In Attendance:

Board of Supervisors

Kevin C. Kerr, Chair

Jamie W. Goncharoff, Vice-Chair

Township Administration

Shanna Lodge, Assistant Township Manager

Gwen A. Jonik, Township Secretary

John DeMarco, Police Chief

Al Gaspari, Codes Administrator

Dave Leh, Township Engineer

Mr. Kerr called the meeting to order at 7:00 p.m., led the Pledge of Allegiance, offered a moment of silence and inquired of anyone planning to record the meeting. There were no responses.

Community Recognitions

Mr. Kerr presented a framed Letter of Recognition to Manasvi Reddy Pannala, in recognition and appreciation of her recent Bharathanatyam Arangetram (Indian Classical Dance Graduation). Mr. Kerr and Chief DeMarco attended the 3-hour solo performance, the culmination of her many years of dedication and training.

Police Officer Bill Quinn recited his Oath of Office, administered by Mr. Kerr. Officer Quinn is working on a Degree in Criminal Justice. He is a firefighter with the Glen Moore Fire Company.

Mr. Kerr, Corporal Gathercole and Police Officer Stiteler recognized the following citizens, organizations and supporters of this year's Upper Uwchlan Township Junior Police Academy:

- Corporal Gathercole and Officer Stiteler, who coordinated and conducted the Academy;
- Retired Detective Steve Dintino
- Retired Detective Mark Cottom
- World Martial Arts Academy – fitness training, self-defense
- Wolfington Bus Co. – donated a bus for all field trips during the week
- Steve Schwenk/Liberty Union Bar & Grill – donated food for the graduation celebration

Approval of Minutes

Mr. Goncharoff moved, seconded by Mr. Kerr, to approve as presented the minutes of the July 11, 2017 Conditional Use Hearing and the July 17, 2017 Board of Supervisors Meeting. The Motion carried unanimously.

Mr. Kerr announced that Mr. Donatelli was absent tonight due to a scheduling conflict with work.

Approval of Payments

Mr. Goncharoff moved, seconded by Mr. Kerr, to pay all vendors as listed August 16, 2017. The Motion carried unanimously.

Treasurer's Report

Shanna Lodge reported on Jill Bukata's behalf. The Township's Balance Sheet remains strong; year-to-date revenues are at 66.8% of the annual budget; year-to-date expenses are at 50.7% of the budget; and Earned Income Tax revenue is \$166,000 higher than at this time last year.

Supervisor's Report

Mr. Kerr read the following calendar: September 4, 2017 Office Closed – Labor Day; September 12, 2017 4:00 PM Board of Supervisors Workshop; September 18, 2017 7:00 PM Board of Supervisors Meeting, followed by Black Horse ELU (Jankowski) Conditional Use Hearing #2; Yard Waste Collection Dates: August 23, September 6, 13, 20, and 27.

Administration Reports

Township Engineer's Report

Dave Leh reported that a pre-construction meeting was recently held for the 270-290 Park Road project, known as "Townes at Chester Springs"; Toll Brothers will develop the residential portion of the Village at Byers Station (Parcel 5C, Lot 1) and Equus will develop the commercial lot. Equus might change how the access to the residential lots through the commercial lot, and this will only involve interior roadways. A meeting was held regarding the Jankowski Tract to discuss modification of the plan. The road configuration will be revised, there will be 55 single family homes, and the open space will remain intact.

Building and Codes Department Report

Al Gaspari reported that 78 building permits were issued last month, totaling \$60,308 in permit fees; the Commercial Fire and Safety Inspection Program has begun. Mark Highley, a third-party inspector, conducts the inspections of commercial properties on Tuesdays and Thursdays, and any items that need to be corrected will be re-inspected. The first home settlement at the Reserve at Chester Springs has occurred; the Sunoco Mariner 2 pipeline project is resuming; Windsor Baptist Church anticipates receiving the final Use & Occupancy of the renovated building on Park Road, for Christian Academy classrooms; 15 property owners were notified via U.S.P.S. of the updated floodplain map and Floodplain Ordinance adoption this evening.

Mr. Goncharoff asked how the Building Department was managing the number of increased permits. Mr. Gaspari said they're very busy but are managing and Kathi McGrath, the Department Administrative Assistant is doing a great job with scheduling and keeping everyone organized.

Police Chief's Report

Chief DeMarco reported the Department logged 1,006 calls last month. School starts next Monday -- watch out for the children and school buses.

Public Works Department Report

Mike Heckman reported that the Department completed the following Work Orders last month: 6 Municipal Authority; 117 PA-1-Calls; 28 general Public Works; 5 Parks; 22 Trash/Recycling. The Department is working at night to complete the road markings; Other activity includes curb inlets repaired for resurfacing; road milling is done; road paving started today; bids for pavement marking will be awarded this evening; the snow plowing bid is open at this time – we may not get many responses -- P.J. Reilly can't get enough drivers, and their new trucks aren't going to have the plows/salt spreaders. Mr. Goncharoff commented on the nice patches on Senn Drive.

Land Development

Paul Schmidt, representing the Forcines – who own 223 Fellowship Road was present to seek Minor Land Development Approval to erect a 50' x 150' pole building on the property to protect the owners' business equipment. The building will be erected on existing impervious cover, won't increase storm water, and won't impact existing lighting. The adjacent properties are the Route 100 Wastewater Treatment Plant and Fellowship Fields. P.J. Reilly is the existing building tenant. There are several light poles that will be repaired and the landscaping at the property entrance will be renovated as discussed with the Planning Commission, after Columbia Gas completes their maintenance work.

Mr. Kerr noted that the Planning Commission and the Township Engineer had no issues with the Plan. Mr. Kerr moved to approve the Land Development Plan with the requested waivers with a Condition that the entryway landscaping be enhanced. Mr. Goncharoff inquired how the landscaping would be enhanced. Mr. Schmidt mentioned cleaning up the fence and existing plants and adding low maintenance plants. The Supervisors requested the Applicant provide with their building permit a basic sketch of what they plan to do; the sketch to be reviewed by either Dave Leh or Bob Schoenberger, Planning Commission Chair. Mr. Goncharoff seconded the Motion and added the Applicant shall submit a sketch plan for the entrance landscaping. Mr. Kerr agreed with the Motion modification and the Motion carried unanimously.

ADMINISTRATION

2017 Pavement Marking Contract. Mike Heckman advised that two bids were received for pavement markings, which were opened and read August 9, 2017. The total of the low bidder is \$39,252.00, minimally over the budget for the contract. Mr. Heckman will adjust the scope of work to remain in budget and recommends awarding the contract to the low bidder, Alpha Space Control, at the individual, per item amounts as bid. Mr. Goncharoff moved, seconded by Mr. Kerr, to award the 2017 Pavement Marking Contract to Alpha Space Control, at the individual, per item amounts as bid. The Motion carried unanimously.

FEMA (Federal Emergency Management Agency) Floodplain Management Ordinance. Mr. Kerr advised that FEMA recently updated their floodplain maps and the Ordinance being considered codifies the process and procedures residents would follow should they consider any construction within a floodplain. It encourages appropriate construction practices to minimize future flood damage (material loss and financial loss), protect the water supply, and comply with federal and state regulations. This Ordinance is currently only applicable to approximately 20 properties in Upper Uwchlan Township, of which the majority are along the East Branch of the Brandywine Creek. Township staff and engineering consultants reviewed and revised the Ordinance over a number of months. Mr. Goncharoff moved, seconded by Mr. Kerr, to adopt Ordinance #2017-03, establishing requirements for new construction or development within area of Upper Uwchlan Township which are subject to flooding. The Motion carried unanimously.

Park Road Rights-of-Way Acceptance Resolution. Shanna Lodge explained that various rights-of-way (ROW) along Park Road were offered to the Township over the years by the Marsh Harbour/Bentley Developers, the Developer of Century Acres, and Subdivisions of S. Alan Dewees and Donald Tantala. The Township would like to formally accept those rights-of-way in preparation for the Park Road pedestrian trail construction. Mr. Goncharoff moved, seconded by Mr. Kerr, to adopt Resolution #08-21-17-12, accepting the Park Road Rights-of-Way as mentioned above. The Motion carried unanimously.

Open Session

Waynebrook Drive residents Mr. and Mrs. Tracy, S. Mohammad, H. Patel, P. Chitambare, Mr. and Mrs. Russell voiced concern with approval compliance by Levante at the Stables and the adverse impact the business is having on their properties and quality of life. Mr. Tracy read a prepared statement on behalf of himself and his neighbors regarding the number of vehicles in the overflow parking field, vehicle lights shining into their homes, noise, extended hours of operation. They were excited about the beer garden use but the reality is much greater than what was presented at the Hearing. They thanked the property owner for repairing and beautifying the property but ask that the operation of the business be held compliant with the Hearing testimony and approval. They were grateful the Township and the property owner had already responded to several issues and they were hopeful that would continue.

Mr. Kerr and Mr. Goncharoff remarked that they sympathized with the residents, and agreed that the business has proven to be very successful. It's a great, family-oriented atmosphere. They

requested Mr. Tracy forward a copy of the prepared statement, for their review and response, and they'll work to resolve the issues to everyone's satisfaction.

Adjournment

There being no further business to be brought before the Board, Mr. Kerr adjourned the meeting at 8:32 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 48284 to 48362
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
48284	09/07/17	INDEPGRA INDEPENDENT GRAPHICS	1,002.57	1632
48285	09/18/17	CARRJ010 JOSEPH CARR	232.38	1633
48286	09/18/17	21ST 21st CENTURY MEDIA PHILLY	512.53	1633
48287	09/18/17	ACEPO010 ACE PORTABLES, INC.	75.00	1633
48288	09/18/17	ADVANO10 ADVANCED HORTICULTURAL SOLN	5,561.00	1633
48289	09/18/17	AMERIO30 AICPA	93.60	1633
48290	09/18/17	AQUAP010 AQUA PA	319.01	1633
48291	09/18/17	ARROC010 ARRO CONSULTING, INC.	3,565.51	1633
48292	09/18/17	ASAPH005 ASAP HYD EXTON LLC	9.50	1633
48293	09/18/17	ASSOC010 ASSOCIATED TRUCK PARTS	781.73	1633
48294	09/18/17	BARBA010 BARBACANE THORNTON & COMPANY	925.00	1633
48295	09/18/17	BERKH030 H.A. BERKHEIMER, INC.	162.30	1633
48296	09/18/17	BOROPOT BOROUGH OF POTTSTOWN	100.00	1633
48297	09/18/17	BROWN010 BROWN'S COMMERCIAL CLEANING	800.00	1633
48298	09/18/17	BUCKLO10 BUCKLEY, BRION, MCGUIRE, MORRI	2,448.45	1633
48299	09/18/17	BURKHOLD BURKHOLDER MFG, INC.	165.75	1633
48300	09/18/17	CHEST140 CHESTER COUNTY TREASURER	75.00	1633
48301	09/18/17	CINTA010 CINTAS CORPORATION #287	227.16	1633
48302	09/18/17	COLLIFL COLLIFLOWER, INC	40.31	1633
48303	09/18/17	COMCA010 COMCAST	1,049.69	1633
48304	09/18/17	DELA030 DVHT	56,644.77	1633
48305	09/18/17	DIICOMPU DII COMPUTERS, INC	860.00	1633
48306	09/18/17	DOWNTDEZ LINDA JACOBS DOWNTOWN DEZIGN	950.00	1633
48307	09/18/17	DRUGS010 DRUGSCAN. INC.	235.00	1633
48308	09/18/17	DVWCT DELAWARE VALLEY WC TRUST	3,323.00	1633
48309	09/18/17	EAGLEPEQ EAGLE POWER & EQUIPMENT	16.30	1633
48310	09/18/17	EAGLHARD EAGLE HARDWARE	129.87	1633
48311	09/18/17	EMERGVEH EMERGENCY VEHICLE OUTFITTERS	696.56	1633
48312	09/18/17	FRAME010 FRAME POWER EQUIPMENT	6.07	1633
48313	09/18/17	GENER010 GENERAL CODE	1,195.00	1633
48314	09/18/17	GILMO020 GILMORE & ASSOCIATES, INC	3,620.16	1633
48315	09/18/17	GLASG010 GLASGOW, INC.	190,359.00	1633
48316	09/18/17	GLENM010 GLENMOORE FIRE COMPANY	4,274.50	1633
48317	09/18/17	HAWEI010 H.A. WEIGAND, INC.	605.80	1633
48318	09/18/17	HECKMANM MICHAEL HECKMAN	122.97	1633
48319	09/18/17	HELPNOW HELP NOW	2,901.38	1633
48320	09/18/17	HIGHW010 HIGHWAY MATERIALS, INC.	4,308.65	1633
48321	09/18/17	HONEYBRO HONEY BROOK OUTDOOR POWER	871.65	1633
48322	09/18/17	JLBUI010 J & L BUILDING MATERIALS	179.60	1633
48323	09/18/17	KEENC010 KEEN COMPRESSED GAS COMPANY	57.02	1633
48324	09/18/17	KONICO010 KONICA MINOLTA BUSINESS SOLUTI	353.22	1633
48325	09/18/17	LAWSO010 LAWSON PRODUCTS, INC.	419.88	1633
48326	09/18/17	LEVEN010 LEVENGOOD SEPTIC SERVICE	567.00	1633
48327	09/18/17	LIONV010 LIONVILLE FIRE COMPANY	37,141.00	1633
48328	09/18/17	LTLCONSU LTL CONSULTANTS, LTD	4,347.87	1633
48329	09/18/17	LUDWIO30 LUDWIG'S CORNER FIRE COMPANY	37,080.00	1633
48330	09/18/17	LUDWIO60 LUDWIG'S CORNER SUPPLY CO.	150.51	1633
48331	09/18/17	MAILFO10 MAIL FINANCE	90.00	1633
48332	09/18/17	MARSH020 MARSH CREEK SIGNS	55.00	1633
48333	09/18/17	MARTIO40 MARTIN'S TIRE & ALIGNMENT	360.00	1633
48334	09/18/17	MCMAH010 MCMAHON ASSOCIATES, INC.	2,412.20	1633

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
48335	09/18/17	NAPA0010 NAPA	3,242.81		1633
48336	09/18/17	NEWH0010 NEW HOLLAND AUTO GROUP	48.39		1633
48337	09/18/17	NORTH040 NORTHERN SAFETY & INDUSTRIAL	145.04		1633
48338	09/18/17	OFFIC020 OFFICE SERVICE COMPANY	45.82		1633
48339	09/18/17	PARAD010 ROBERT PARADIS	160.20		1633
48340	09/18/17	PECO0010 PECO	4,714.10		1633
48341	09/18/17	PENNB010 PENNBOC	400.00		1633
48342	09/18/17	POLICACC POLICE ACCREDITATION CONSULTAN	640.00		1633
48343	09/18/17	PROTECSE PROTEC SEAMLESS GUTTERS	789.00		1633
48344	09/18/17	ROBLITTL ROBERT E. LITTLE, INC.	12.26		1633
48345	09/18/17	SHERLANC THE SHERWIN WILLIAMS CO	567.16		1633
48346	09/18/17	SIGNALCO SIGNAL CONTROL PRODUCTS, INC.	4,380.00		1633
48347	09/18/17	SMALE010 SMALE'S PRINTERY	934.75		1633
48348	09/18/17	STAPLADV STAPLES ADVANTAGE	227.61		1633
48349	09/18/17	STAPLCRP STAPLES CREDIT PLAN	687.10		1633
48350	09/18/17	STYER010 STYER PROPANE	72.00		1633
48351	09/18/17	TDAMERDC TD AMERITRADE TRUST CO	1,391.00		1633
48352	09/18/17	USMUNO20 US MUNICIPAL SUPPLY CO.	203.04		1633
48353	09/18/17	UWCHL010 UWCHLAN AMBULANCE CORPS	13,519.00		1633
48354	09/18/17	VARGO005 VARGO, CARY	76.94		1633
48355	09/18/17	VERIZ010 VERIZON	474.87		1633
48356	09/18/17	VERIZ020 VERIZON WIRELESS	625.51		1633
48357	09/18/17	VERIZFIO VERIZONFIOS	119.99		1633
48358	09/18/17	VERIZOSP VERIZON - SPECIAL PROJECTS	343.22		1633
48359	09/18/17	VERZIPAD VERIZON IPAD	169.46		1633
48360	09/18/17	WALKRSUP WALKER SUPPLY, INC	1,611.20		1633
48361	09/18/17	WGAMERIC WG AMERICA COMPANY	99.71		1633
48362	09/18/17	YISCO010 YIS/COWDEN GROUP, INC.	174.75		1633

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	79	0	408,355.40	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	79	0	408,355.40	0.00



UPPER UWCHLAN TOWNSHIP

MEMORANDUM

TO: BOARD OF SUPERVISORS
FROM: Jill Bukata, Township Treasurer
RE: Status Update
DATE: September 18, 2017

Finance has worked on the following items during the month

- Received and processed 143 trash and 1,546 sewer payments (8/18/17 to 9/15/17)
- The Auditor General's Office finalized the pension plan audits for the years 2013 to 2016, inclusive (four years) with no findings or recommendations
- The number of developer's escrow accounts continues to grow – we now have 14 active accounts
- Collection activity:
 - **The Orgoglioso trash bill has been paid in FULL!** (paid by the mortgage company)

Projects and goals

- Revise the Accounting Manual in accordance with current procedures and staffing
- Obtain understanding from Keystone regarding timing of EIT payments
- Revise and update the Employee Personnel Manual

Highlights of the August 31, 2017 financial statements

- The balance sheet remains strong with cash of over \$7.2 million
- Year to date revenues (combined) are **\$5,614,209 or 75.5%** of the annual budget. Combined expenses are **\$3,816,115 or 59.8%** of the budget. The combined year to date net income (General Fund and Solid Waste Fund) is **\$1,798,095 before the transfer to the Capital Fund of \$950,000. It is \$848,095 after the transfer.**
- Earned income tax revenue YTD is **\$2,631,015** which is approximately \$225,191 more than the same period last year. Receipts during September also indicate that we are ahead of last year and are on target to meet or exceed our budget for EIT revenue.

Upper Uwchlan Township
General Fund
Balance Sheet
As of August 31, 2017

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ASSETS

Cash

01-100-000-100	General Checking - Fulton Bank	\$	210,958.47
01-100-000-200	Meridian Bank		2,998,137.77
01-100-000-210	Meridian Bank - Payroll		74,278.10
01-100-000-250	Fulton Bank - Turf Field		283,077.50
01-100-000-300	Petty Cash		300.00
	Total Cash		<u>3,566,751.84</u>

Investments

01-120-000-100	Certificate of Deposit - 7/2/18		260,735.78
			<u>260,735.78</u>

Accounts Receivable

01-145-000-020	Engineering Fees Receivable		72,767.78
01-145-000-021	Engineering Fees Receivable-CU		3,251.30
01-145-000-030	Legal Fees Receivable		3,850.24
01-145-000-040	R/E Taxes Receivable		4,612.45
01-145-000-050	Hydrant Tax Receivable		261.23
01-145-000-080	Field Fees Receivables		2,570.00
01-145-000-085	Turf Field Receivables		(595.00)
01-145-000-086	EIT Receivable		50,015.96
01-145-000-090	RE Transfer Tax Receivable		70,765.81
01-145-000-095	Misc accounts receivable		4,000.00
	Total Accounts Receivable		<u>211,499.77</u>

Other Current Assets

01-130-000-001	Due From Municipal Authority		41,533.56
01-130-000-003	Due From Liquid Fuels		-
01-130-000-004	Due from ACT 209 Fund		-
01-130-000-005	Due From Capital Fund		342.24
01-130-000-006	Due from Solid Waste Fund		-
01-130-000-007	Due from Water Resource Protection Fund		-
01-130-000-008	Due from the Sewer Fund		-
01-130-000-009	Due from Developer's Escrow Fund		790.00
01-131-000-000	Suspense Account		(1,793.37)
	Total Other Current Assets		<u>41,372.43</u>

Prepaid Expense

01-155-000-000	Prepaid expenses		-
	Total Prepaid Expense		<u>-</u>

Total Assets	4,080,359.32
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LIABILITIES AND FUND BALANCE

Accounts Payable

01-200-000-000	Accounts Payable		-
01-252-000-001	Deferred Revenues		62,427.95
	Total Accounts Payable		<u>62,427.95</u>

Upper Uwchlan Township
General Fund
Balance Sheet
As of August 31, 2017

Other Current Liabilities

01-199-000-000	Suspense Account	
01-210-000-000	Payroll Liabilities	
01-210-000-001	Federal Tax Withheld	
01-211-000-000	FICA Tax Withheld	
01-212-000-000	Earned Income Tax W/H	5,222.31
01-214-000-000	Non-Uniform Pension	
01-215-000-000	Police Pension Withheld	
01-216-000-000	Domestic Relation W/H	
01-217-000-000	State Tax Withheld	
01-218-000-000	Police Association Dues	1,250.00
01-219-000-000	LST Tax Withheld	30.00
01-220-000-000	State Unemployment W/H	328.42
01-221-000-000	Benefit Deduction-Aflac	638.74
01-222-000-000	457 Contribution Deduction	
01-223-000-000	Direct Deposit	
01-224-000-000	Payroll Deduction Adjustments	
01-239-000-001	Due to Municipal Authority	1,149.80
01-239-000-003	Due To Liquid Fuels	
01-239-000-004	Due to Act 209 Fund	
01-239-000-005	Due to Capital Fund	
01-239-000-006	Due to Solid Waste Fund	95.00
01-239-000-007	Due to Water Resource Protection Fund	
01-239-000-008	Due to Developer's Escrow Fund	
01-258-000-000	Accrued Expenses	
	Total Other Current Liabilities	8,714.27

Total Liabilities	71,143.23
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EQUITY

01-272-000-000	Opening Balance Equity	812,921.60
01-272-000-001	Retained Earnings	2,684,391.53
	Current Period Net Income (Loss)	511,904.47
	Total Equity	4,009,217.60

Total Fund Balance	4,009,217.60
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Total Liabilities & Fund Balance	4,080,359.82
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Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
REVENUES					
01-301-000-010	Current Real Estate Taxes	921,109.29	970,000.00	(48,890.71)	95.0%
01-301-000-013	Real Estate Tax Refunds	(27,410.06)	(25,000.00)	(2,410.06)	109.6%
01-301-000-030	Delinquent Real Estate Taxes	13,285.93	30,000.00	(16,714.07)	44.3%
01-301-000-071	Hydrant Tax	66,882.84	65,000.00	1,882.84	102.9%
01-310-000-010	Real Estate Transfer Taxes	299,511.87	375,000.00	(75,488.13)	79.9%
01-310-000-020	Earned Income Taxes	2,666,996.78	3,677,100.00	(1,010,103.22)	72.5%
01-310-000-021	EIT commissions paid	(35,981.28)	(50,009.00)	14,027.72	71.9%
01-320-000-010	Building Permits	299,103.68	150,000.00	149,103.68	199.4%
01-320-000-020	Use & Occupancy Permit	13,295.00	8,000.00	5,295.00	166.2%
01-320-000-030	Sign Permits	-	100.00	(100.00)	0.0%
01-320-000-040	Contractors Permit	1,900.00	2,000.00	(100.00)	95.0%
01-320-000-050	Refinance Certification Fees	2,895.00	4,000.00	(1,105.00)	72.4%
01-321-000-080	Cable TV Franchise Fees	126,446.45	250,000.00	(123,553.55)	50.6%
01-331-000-010	Vehicle Codes Violation	32,165.29	60,000.00	(27,834.71)	53.6%
01-331-000-011	Reports/Fingerprints	1,152.75	2,000.00	(847.25)	57.6%
01-331-000-012	Solicitation Permits	200.00	500.00	(300.00)	40.0%
01-331-000-050	Reimbursable Police Wages	2,169.87	1,000.00	1,169.87	217.0%
01-341-000-001	Interest Earnings	11,645.32	15,000.00	(3,354.68)	77.6%
01-342-000-001	Rental Property Income	15,000.00	24,000.00	(8,000.00)	66.7%
01-354-000-010	County Grants	-	-	-	#DIV/0!
01-354-000-020	State Grants	-	1,808.00	(1,808.00)	0.0%
01-354-000-030	Police Grants	-	-	-	#DIV/0!
01-355-000-001	PURTA	-	6,000.00	(6,000.00)	0.0%
01-355-000-004	Alcoholic Beverage Tax	200.00	400.00	(200.00)	50.0%
01-355-000-005	State Aid, Police Pension	-	85,000.00	(85,000.00)	0.0%
01-355-000-006	State Aid, Non-Uniform Pension	-	55,000.00	(55,000.00)	0.0%
01-355-000-007	Foreign Fire Insurance Tax	-	112,000.00	(112,000.00)	0.0%
01-360-000-010	Vehicle Storage Fees	-	1,000.00	(1,000.00)	0.0%
01-361-000-030	Zoning/SubDivision Land Development	24,660.00	4,000.00	20,660.00	616.5%
01-361-000-032	Fees from Engineering	70,936.03	100,000.00	(29,063.97)	70.9%
01-361-000-033	Admin Fees from Engineering	1,391.18	8,000.00	(6,608.82)	17.4%
01-361-000-035	Admin Fees from Legal	305.92	1,500.00	(1,194.08)	20.4%
01-361-000-036	Legal Services Fees	4,862.33	3,000.00	1,862.33	162.1%
01-361-000-038	Sale of Maps & Books	150.00	250.00	(100.00)	60.0%
01-361-000-039	Fire Inspection Fees	-	-	-	#DIV/0!
01-361-000-040	Fees from Engineering - CU	19,210.45	-	19,210.45	#DIV/0!
01-361-000-042	Copies	49.18	100.00	(50.82)	49.2%
01-367-000-010	Recreation Donations	-	1,000.00	(1,000.00)	0.0%
01-367-000-020	Tennis Fees	-	-	-	#DIV/0!
01-367-000-021	Field Programs	22,030.00	30,000.00	(7,970.00)	73.4%
01-367-000-025	Turf Field Fees	43,282.50	45,000.00	(1,717.50)	96.2%
01-367-000-030	Community Events Donations	13,725.00	10,000.00	3,725.00	137.3%
01-367-000-040	History Book Revenue	-	200.00	(200.00)	0.0%
01-367-000-089	Donations for Park Equipment	-	-	-	#DIV/0!
01-380-000-001	Miscellaneous Revenue	5,213.35	5,000.00	213.35	104.3%
01-380-000-010	Insurance Reimbursement	1,008.35	3,000.00	(1,991.67)	33.6%
01-392-000-008	Municipal Authority Reimbursement	143,352.87	216,667.00	(73,314.13)	66.2%
01-392-000-020	Transfer from Capital Fund	-	-	-	#DIV/0!
01-392-000-030	Transfer from Solid Waste Fund	-	-	-	#DIV/0!
01-395-000-000	Refund of Prior Year Expenses	-	-	-	#DIV/0!
Total Revenue		4,761,745.87	6,247,616.00	(1,485,870.13)	76.2%

Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
GENERAL GOVERNMENT					
01-400-000-113	Supervisors Wages	1,250.00	2,500.00	(1,250.00)	50.0%
01-400-000-150	Payroll Tax Expense	95.62	191.00	(95.38)	50.1%
01-400-000-320	Telephone	1,406.55	2,000.00	(593.45)	70.3%
01-400-000-340	Public Relations	311.90	6,500.00	(6,188.10)	4.8%
01-400-000-341	Advertising	1,458.02	7,500.00	(6,041.98)	19.4%
01-400-000-342	Printing	3,393.50	1,000.00	2,393.50	339.4%
01-400-000-344	Community Notice	-	2,000.00	(2,000.00)	0.0%
01-400-000-350	Insurance-Bonding	2,636.00	4,500.00	(1,864.00)	58.6%
01-400-000-352	Insurance-Liability	17,822.91	24,378.00	(6,555.09)	73.1%
01-400-000-420	Dues/Subscriptions/Memberships	1,225.00	5,000.00	(3,775.00)	24.5%
01-400-000-460	Meeting & Conferences	3,963.70	5,000.00	(2,036.30)	66.1%
01-400-000-461	Bank Fees	7,132.01	500.00	6,632.01	1426.4%
01-400-000-463	Misc expenses	960.02	2,000.00	(1,039.98)	48.0%
		<u>41,655.23</u>	<u>64,069.00</u>	<u>(22,413.77)</u>	<u>65.0%</u>
EXECUTIVE					
01-401-000-100	Administration Wages	294,609.50	463,336.00	(168,726.50)	63.6%
01-401-000-150	Payroll Tax Expense	22,643.07	35,445.00	(12,801.93)	63.9%
01-401-000-151	PSATS Unemployment Compensation	1,170.00	1,170.00	-	100.0%
01-401-000-156	Employee Benefit Expense	62,984.28	152,289.00	(89,304.72)	41.4%
01-401-000-157	ACA Fees	171.76	340.00	(168.24)	50.5%
01-401-000-160	Non-Uniform Pension	23,694.66	35,774.00	(12,079.34)	66.2%
01-401-000-174	Tuition Reimbursements	-	4,000.00	(4,000.00)	0.0%
01-401-000-181	Longevity Pay	1,950.00	5,100.00	(3,150.00)	38.2%
01-401-000-183	Overtime Wages	3,029.34	5,000.00	(1,970.66)	60.6%
01-401-000-200	Supplies	13,613.82	10,000.00	3,613.82	136.1%
01-401-000-205	Meals & Meal Allowances	-	-	-	#DIV/0!
01-401-000-215	Postage	3,852.67	3,500.00	352.67	110.1%
01-401-000-230	Gasoline & Oil	1,027.73	2,200.00	(1,172.27)	46.7%
01-401-000-235	Vehicle Maintenance	69.73	500.00	(430.27)	13.9%
01-401-000-252	Repair & Maintenance	-	2,000.00	(2,000.00)	0.0%
01-401-000-316	Training & Seminars	6,121.92	7,000.00	(878.08)	87.5%
01-401-000-317	Parking/Travel	775.25	1,200.00	(424.75)	64.6%
01-401-000-322	Ipad Expenses	378.90	600.00	(221.10)	63.2%
01-401-000-352	Insurance - Liability	-	-	-	#DIV/0!
01-400-000-353	Insurance-Vehicle	112.55	154.00	(41.47)	73.1%
01-401-000-354	Insurance-Workers Compensation	1,241.55	1,655.00	(413.45)	75.0%
01-401-000-420	Dues/Subscriptions/Memberships	5,772.38	2,500.00	3,272.38	230.9%
01-401-000-450	Contracted Services	10,361.14	6,685.00	3,676.14	155.0%
		<u>453,580.23</u>	<u>740,448.00</u>	<u>(286,867.77)</u>	<u>61.3%</u>
AUDIT					
01-402-000-450	Contracted Services	32,025.00	26,650.00	5,375.00	120.2%
		<u>32,025.00</u>	<u>26,650.00</u>	<u>5,375.00</u>	<u>120.2%</u>
TAX COLLECTION					
01-403-000-100	Tax Collector Wages	12,577.30	19,000.00	(6,422.70)	66.2%
01-403-000-150	Payroll Tax Expense	956.35	1,454.00	(497.65)	65.8%
01-403-000-200	Supplies	85.14	500.00	(414.86)	17.0%
01-403-000-215	Postage	1,580.16	2,000.00	(419.84)	79.0%
01-403-000-350	Insurance-Bonding	-	600.00	(600.00)	0.0%
01-403-000-450	Contracted Services	2,666.40	3,000.00	(333.60)	88.9%
		<u>17,865.35</u>	<u>26,554.00</u>	<u>(8,688.65)</u>	<u>67.3%</u>

Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
LEGAL					
01-404-000-305	Reimbursable Legal Fees - CU				#DIV/0!
01-404-000-310	Reimbursable Legal Fees	12,031.29	10,000.00	2,031.29	120.3%
01-404-000-311	Non Reimbursable Legal	9,983.47	30,000.00	(20,016.53)	33.3%
01-404-000-450	Contracted Services		5,000.00	(5,000.00)	0.0%
		22,014.76	45,000.00	(22,985.24)	48.9%
COMPUTER					
01-407-000-200	Supplies	248.43	2,000.00	(1,751.57)	12.4%
01-407-000-220	Software	1,868.77	4,000.00	(2,131.23)	46.7%
01-407-000-222	Hardware	1,432.00	7,000.00	(5,568.00)	20.5%
01-407-000-240	Web Page		5,000.00	(5,000.00)	0.0%
01-407-000-450	Contracted Services	52,019.01	52,000.00	19.01	100.0%
		55,568.21	70,000.00	(14,431.79)	79.4%
ENGINEERING					
01-408-000-305	Reimbursable Conditional Use	6,128.45	25,000.00	(18,871.55)	24.5%
01-408-000-310	Reimbursable Engineering	62,043.57	75,000.00	(12,956.43)	82.7%
01-408-000-311	Traffic Engineering	27,408.88	25,000.00	2,408.88	109.6%
01-408-000-313	Non Reimbursable Engineering	9,348.89	20,000.00	(10,651.11)	46.7%
01-408-000-366	Ordinance Update		4,500.00	(4,500.00)	0.0%
01-408-000-367	General Planning	8,196.56	4,000.00	4,196.56	204.9%
01-408-000-368	MS4 Expenses				#DIV/0!
		113,126.35	153,500.00	(40,373.65)	73.7%
TOWNSHIP PROPERTIES					
<u>Public Works Building</u>					
01-409-001-200	Supplies	626.02	1,000.00	(373.98)	62.6%
01-409-001-231	Propane & heating - PW bldg	12,165.09	13,000.00	(834.91)	93.6%
01-409-001-250	Maint & Repair	6,346.22	16,150.00	(9,803.78)	39.3%
01-409-001-320	Telephone	3,051.86	1,700.00	1,351.86	179.5%
01-409-001-351	Insurance - property	3,010.89	4,118.00	(1,107.11)	73.1%
01-409-001-360	Utilities	4,466.62	12,000.00	(7,533.38)	37.2%
01-409-001-450	Contracted Services	1,766.32	5,820.00	(4,053.68)	30.3%
<u>Township Building</u>					
01-409-003-101	Employee Cost Allocated				#DIV/0!
01-409-003-200	Supplies	1,038.73	2,000.00	(961.27)	51.9%
01-409-003-231	Propane & Heating Oil		5,000.00	(5,000.00)	0.0%
01-409-003-250	Maintenance & Repairs	16,966.31	8,000.00	8,966.31	212.1%
01-409-003-320	Telephone	8,079.91	7,000.00	1,079.91	115.4%
01-409-003-351	Insurance Property	3,010.90	4,118.00	(1,107.10)	73.1%
01-409-003-360	Utilities	14,906.57	15,000.00	(93.43)	99.4%
01-409-003-450	Contracted Services	12,989.24	25,000.00	(12,010.76)	52.0%
<u>Milford Road</u>					
01-409-004-200	Supplies		500.00	(500.00)	0.0%
01-409-004-231	Propane	1,031.76	1,500.00	(468.24)	68.8%
01-409-004-250	Maintenance & Repairs		3,000.00	(3,000.00)	0.0%
01-409-004-320	Telephone	1,979.29	1,600.00	379.29	123.7%
01-409-004-351	Insurance - property	602.19	824.00	(221.81)	73.1%
01-409-004-360	Utilities	801.74	2,000.00	(1,198.26)	40.1%
01-409-004-450	Contracted Services	890.50	1,100.00	(209.50)	81.0%
		93,730.16	130,430.00	(36,699.84)	71.9%

Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
POLICE EXPENSES					
01-410-000-100	Police Wages	724,038.08	1,101,367.00	(377,328.92)	65.7%
01-410-000-150	Payroll Tax Expense	58,811.52	84,255.00	(25,443.48)	69.8%
01-410-000-151	PSATS Unemployment Compensation	2,435.00	2,535.00	(100.00)	96.1%
01-410-000-156	Employee Benefit Expense	213,984.50	345,027.00	(131,042.50)	62.0%
01-410-000-158	Medical Expense Reimbursements	3,283.44	7,500.00	(4,216.56)	43.8%
01-410-000-160	Pension Expense	112,545.00	150,060.00	(37,515.00)	75.0%
01-410-000-174	Tuition Reimbursement	3,645.00	15,000.00	(11,355.00)	24.3%
01-410-000-181	Longevity Pay	16,200.00	18,200.00	(2,000.00)	89.0%
01-410-000-182	Education Incentive	3,500.00	3,500.00	-	100.0%
01-410-000-183	Overtime Wages	22,164.94	42,000.00	(19,835.06)	52.8%
01-410-000-187	Courttime Wages	8,449.50	12,000.00	(3,550.50)	70.4%
01-410-000-191	Uniform/Boot Allowances	10,150.00	10,700.00	(550.00)	94.9%
01-410-000-200	Supplies	5,068.86	12,000.00	(6,931.14)	42.2%
01-410-000-215	Postage	168.62	750.00	(581.38)	22.5%
01-410-000-230	Gasoline & Oil	14,545.62	25,000.00	(10,454.38)	58.2%
01-410-000-235	Vehicle Maintenance	10,723.08	30,000.00	(19,276.92)	35.7%
01-410-000-238	Clothing/Uniforms	3,773.93	5,000.00	(1,226.07)	75.5%
01-410-000-250	Maintenance & Repairs	1,794.68	1,500.00	294.68	119.6%
01-410-000-260	Small Tools & Equipment	2,484.80	7,000.00	(4,515.20)	35.5%
01-410-000-311	Non-Reimbursable-Legal	-	3,000.00	(3,000.00)	0.0%
01-410-000-316	Training/Seminar	8,508.30	14,500.00	(5,991.70)	58.7%
01-410-000-317	Parking & travel	473.51	400.00	73.51	118.4%
01-410-000-320	Telephone	2,681.27	8,000.00	(5,318.73)	33.5%
01-410-000-322	Ipad Expense	298.88	600.00	(301.12)	49.8%
01-410-000-327	Radio Equipment M & R	-	1,000.00	(1,000.00)	0.0%
01-410-000-340	Public Relations	6,027.75	7,000.00	(972.25)	86.1%
01-410-000-342	Police Accreditation	5,077.00	13,500.00	(8,423.00)	37.6%
01-410-000-352	Insurance - Liability	9,453.36	12,930.00	(3,476.64)	73.1%
01-410-000-353	Insurance - Vehicles	3,532.60	4,832.00	(1,299.20)	73.1%
01-410-000-354	Insurance - Workers Compensation	26,900.25	35,864.00	(8,963.75)	75.0%
01-410-000-420	Dues/Subscriptions/Memberships	425.00	750.00	(325.00)	56.7%
01-410-000-450	Contracted Services	15,840.65	15,500.00	340.65	102.2%
01-410-000-740	Computer/Furniture	2,892.50	4,000.00	(1,107.50)	72.3%
		<u>1,299,877.84</u>	<u>1,995,270.00</u>	<u>(695,392.16)</u>	<u>65.1%</u>
FIRE/AMBULANCE					
01-411-000-354	Insurance - Workers Compensation	13,475.14	28,000.00	(14,524.86)	48.1%
01-411-000-420	Dues/Subscriptions/Memberships	-	-	-	#DIV/0!
01-411-000-450	Contracted Services	-	-	-	#DIV/0!
01-411-000-451	Hydrant expenses-Aqua	49,839.27	60,000.00	(10,160.73)	83.1%
01-411-001-001	Ludwigs	37,080.00	74,160.00	(37,080.00)	50.0%
01-411-001-002	Lionville	39,489.32	74,282.00	(34,792.68)	53.2%
01-411-001-003	Lionville Capital	-	-	-	#DIV/0!
01-411-001-004	Glenmoore	4,274.50	8,549.00	(4,274.50)	50.0%
01-411-001-005	E. Brandywine	15,908.00	15,908.00	-	100.0%
01-411-001-006	Reimbursement - Uwchlan Township	-	2,300.00	(2,300.00)	0.0%
01-411-001-007	Reimbursement - East Brandywine Twp.	-	200.00	(200.00)	0.0%
01-411-002-545	Contributions-Fire Relief	-	112,000.00	(112,000.00)	0.0%
		<u>160,066.23</u>	<u>375,399.00</u>	<u>(215,332.77)</u>	<u>42.6%</u>

Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

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GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
AMBULANCE					
01-412-000-540	Uwchlan Ambulance	13,519.00	27,038.00	(13,519.00)	50.0%
01-412-000-544	Minquas Ambulance	-	-	-	#DIV/0!
		<u>13,519.00</u>	<u>27,038.00</u>	<u>(13,519.00)</u>	<u>50.0%</u>
CODES ADMINISTRATION					
01-413-000-100	Code Administrator Wages	152,244.22	229,144.00	(76,899.78)	66.4%
01-413-000-150	Payroll Tax Expenses	11,955.27	17,530.00	(5,574.73)	68.2%
01-413-000-151	PSATS Unemployment Compensation	585.00	585.00	-	100.0%
01-413-000-156	Employee Benefit Expense	48,963.68	75,783.00	(26,819.32)	64.6%
01-413-000-160	Pension	15,330.51	17,692.00	(2,361.49)	86.7%
01-413-000-181	Longevity Pay	4,800.00	6,600.00	(1,800.00)	72.7%
01-413-000-200	Supplies	1,714.87	1,000.00	714.87	171.5%
01-413-000-230	Gasoline & Oil	5,060.23	3,800.00	1,260.23	133.2%
01-413-000-235	Vehicle Maintenance	133.05	1,500.00	(1,366.95)	8.9%
01-413-000-316	Training/Seminar	900.00	3,000.00	(2,100.00)	30.0%
01-413-000-317	Parking/Travel	396.61	1,000.00	(603.39)	39.7%
01-413-000-320	Telephone	765.92	2,000.00	(1,234.08)	38.3%
01-413-000-322	Ipad Expense	298.83	600.00	(301.12)	49.8%
01-413-000-352	Insurance - Liability	-	-	-	#DIV/0!
01-413-000-353	Insurance - Vehicle	225.06	308.00	(82.94)	73.1%
01-413-000-354	Insurance - Workers Compensation	1,241.55	1,655.00	(413.45)	75.0%
01-413-000-420	Dues/Subscriptions/Memberships	245.00	7,500.00	(7,255.00)	3.3%
01-413-000-450	Contracted Services	852.00	53,760.00	(52,908.00)	1.6%
01-413-000-460	Meetings & Conferences	-	-	-	#DIV/0!
		<u>245,711.85</u>	<u>423,457.00</u>	<u>(177,745.15)</u>	<u>58.0%</u>
PLANNING & ZONING					
01-414-001-116	Compensation	-	-	-	#DIV/0!
01-414-001-200	Supplies	6.08	500.00	(493.92)	1.2%
01-414-001-301	Court Reporter	488.00	1,500.00	(1,012.00)	32.5%
01-414-001-315	Legal Fees	180.00	3,000.00	(2,820.00)	6.0%
01-414-001-365	Comp Plan Update	-	-	-	#DIV/0!
01-414-001-366	Ordinance Update	-	3,000.00	(3,000.00)	0.0%
01-414-001-367	General Planning	375.52	3,000.00	(2,624.48)	12.5%
01-414-001-368	Advertising	345.62	500.00	(154.38)	69.1%
01-414-001-451	ACT 209	-	-	-	#DIV/0!
		<u>1,395.22</u>	<u>11,500.00</u>	<u>(10,104.78)</u>	<u>12.1%</u>
VILLAGE CONCEPT					
01-414-002-367	General Planning	180.00	8,000.00	(7,820.00)	2.3%
		<u>180.00</u>	<u>8,000.00</u>	<u>(7,820.00)</u>	<u>2.3%</u>
ZONING					
01-414-003-100	Compensation	-	800.00	(800.00)	0.0%
01-414-003-301	Court Reporter	47.50	2,000.00	(1,952.50)	2.4%
01-414-003-315	Legal Fees	157.61	6,000.00	(5,842.39)	2.6%
01-414-003-366	Ordinance Update	-	-	-	#DIV/0!
01-414-003-450	Contracted Services	365.00	1,000.00	(635.00)	36.5%
		<u>570.11</u>	<u>9,800.00</u>	<u>(9,229.89)</u>	<u>5.8%</u>

Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
EMERGENCY OPERATIONS					
01-415-000-200	Supplies	1,804.00	2,000.00	(195.92)	90.2%
01-415-000-260	Small Tools & Equipment	-	1,000.00	(1,000.00)	0.0%
01-415-000-316	Training/Seminar	95.06	1,200.00	(1,104.94)	7.9%
01-415-000-317	Parking/Travel	-	400.00	(400.00)	0.0%
01-415-000-320	Telephone	1,257.67	1,200.00	57.67	104.8%
01-415-000-330	Other Services/Charges	120.00	500.00	(380.00)	24.0%
01-415-000-420	Dues/subscriptions/memberships	-	50.00	(50.00)	0.0%
01-415-000-450	Contracted Services	-	500.00	(500.00)	0.0%
01-415-000-740	Computer/Office Equipment	-	1,000.00	(1,000.00)	0.0%
		3,276.81	7,850.00	(4,573.19)	41.7%
ANIMAL CONTROL/OTHER					
01-422-000-530	Contributions - SPCA	2,061.90	4,120.00	(2,058.10)	50.0%
01-422-000-601	Contributions - DARC	14,640.00	15,280.00	(640.00)	95.8%
		16,701.90	19,400.00	(2,698.10)	86.1%
SIGNS					
01-433-000-200	Supplies	5,977.20	5,000.00	977.20	119.5%
01-433-000-450	Contracted Services	-	1,000.00	(1,000.00)	0.0%
		5,977.20	6,000.00	(22.80)	99.6%
SIGNALS					
01-434-000-450	Contracted Services	11,794.81	12,700.00	(905.19)	92.9%
		11,794.81	12,700.00	(905.19)	92.9%
PUBLIC WORKS					
01-438-000-100	Public Works Wages	216,600.80	327,423.00	(110,822.20)	66.2%
01-438-000-101	Employee cost allocated	-	-	-	#DIV/0!
01-438-000-150	Payroll Tax Expense	17,113.06	25,048.00	(7,934.94)	68.3%
01-438-000-151	PSATS Unemployment Compensation	1,377.25	1,360.00	17.25	101.3%
01-438-000-156	Employee Benefit Expense	56,783.78	134,109.00	(37,325.22)	72.2%
01-438-000-160	Pension	18,355.65	19,439.00	(1,083.35)	94.4%
01-438-000-181	Longevity	2,550.00	5,700.00	(3,150.00)	44.7%
01-438-000-183	Overtime Wages	8,582.60	19,100.00	(10,517.40)	44.9%
01-438-000-200	Supplies	14,733.31	46,700.00	(31,966.69)	31.5%
01-438-000-205	Meals & Meal Allowances	-	500.00	(500.00)	0.0%
01-438-000-230	Gasoline & Oil	26,387.13	28,600.00	(2,212.87)	92.3%
01-438-000-235	Vehicle Maintenance	9,251.16	13,400.00	(4,148.84)	69.0%
01-438-000-238	Uniforms	2,701.90	3,050.00	(348.10)	88.6%
01-438-000-245	Highway Supplies	3,781.29	10,200.00	(6,418.71)	37.1%
01-438-000-260	Small Tools & Equipment	8,587.93	12,820.00	(4,232.07)	67.0%
01-438-000-316	Training/Seminar	1,401.90	4,600.00	(3,198.10)	30.5%
01-438-000-317	Travel/tolls	11.10	600.00	(588.90)	1.9%
01-438-000-320	Telephone	1,831.83	3,000.00	(1,168.17)	61.1%
01-438-000-322	Ipad Expense	379.02	1,200.00	(820.98)	31.6%
01-438-000-341	Advertising	845.20	-	845.20	#DIV/0!
01-438-000-342	Accreditation	-	5,000.00	(5,000.00)	0.0%
01-438-000-352	Insurance - Liability	-	-	-	#DIV/0!
01-438-000-353	Vehicle Insurance	4,140.24	5,663.00	(1,522.76)	73.1%
01-438-000-354	Insurance - Workers Compensation	6,621.60	8,601.00	(1,979.40)	77.0%
01-438-000-360	Heating Oil	-	3,000.00	(3,000.00)	0.0%
01-438-000-420	Dues and Subscriptions	165.00	400.00	(235.00)	41.3%
01-438-000-450	Contracted Services	4,498.65	74,840.00	(70,341.35)	6.0%
01-438-000-463	Miscellaneous	3,068.81	-	3,068.81	#DIV/0!
01-438-000-720	Road Resurfacing	-	206,067.00	(206,067.00)	0.0%
		449,769.21	960,420.00	(510,650.79)	46.8%

Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<u>Public Works - Facilities Division</u>					
01-438-001-100	Wages	107,099.37	176,654.00	(69,554.63)	60.6%
01-438-001-101	Employee Costs Allocated	(73,987.27)	(170,063.00)	96,075.73	43.5%
01-438-001-150	Payroll Tax Expense	8,747.01	13,514.00	(4,766.99)	64.7%
01-438-001-151	PSATS Unemployment Compensation	787.50	1,360.00	(572.50)	57.9%
01-438-001-156	Employee Benefit Expense	32,628.26	50,831.00	(18,202.74)	64.2%
01-438-001-160	Pension Expense	1,388.68	7,308.00	(5,919.32)	19.0%
01-438-001-181	Longevity	1,500.00	1,500.00	-	100.0%
01-438-001-183	Overtime Wages	2,552.87	8,000.00	(5,447.13)	31.9%
01-438-001-230	Gasoline & Oil	1,987.34	-	1,987.34	#DIV/0!
01-438-001-235	Vehicle Maintenance	-	-	-	#DIV/0!
01-438-001-238	Uniforms	74.00	900.00	(826.00)	8.2%
01-438-001-316	Training & Seminars	-	3,600.00	(3,600.00)	0.0%
01-438-001-352	Insurance - Liability	-	-	-	#DIV/0!
01-438-001-353	Insurance - Vehicles	1,342.56	1,836.00	(493.44)	73.1%
01-438-001-354	Insurance - Workers Compensation	3,307.80	4,641.00	(1,333.20)	71.3%
01-438-001-450	Contracted Services	-	-	-	#DIV/0!
		87,428.12	100,081.00	(12,652.88)	87.4%
ROAD CONSTRUCTION					
01-439-000-752	East West Link	-	-	-	#DIV/0!
		-	-	-	#DIV/0!
PARK & RECREATION					
<u>Parks - General</u>					
01-454-001-101	Park wages allocation	73,987.27	170,063.00	(96,075.73)	43.5%
01-454-001-200	Supplies	3,869.44	2,500.00	1,369.44	154.8%
01-454-001-201	Halloween/Xmas Party	-	5,000.00	(5,000.00)	0.0%
01-454-001-202	Community Day	23,361.83	21,000.00	2,361.83	111.2%
01-454-001-230	Gasoline & Oil	-	-	-	#DIV/0!
01-454-001-235	Vehicle Maintenance	5,956.85	2,500.00	3,456.85	238.3%
01-454-001-250	Maintenance & Repairs	3,103.36	500.00	2,603.36	620.7%
01-454-001-260	Small Tools & Equipment	721.91	2,700.00	(1,978.09)	26.7%
01-454-001-316	Training/Seminars	-	5,000.00	(5,000.00)	0.0%
01-454-001-340	Public Relations	160.00	-	160.00	#DIV/0!
01-454-001-354	Insurance - Workers Compensation	2,069.25	2,759.00	(689.75)	75.0%
01-454-001-420	Dues/Subscriptions/Memberships	-	-	-	#DIV/0!
01-454-001-427	Waste Disposal	-	-	-	#DIV/0!
01-454-001-450	Contracted Services	291.24	500.00	(208.76)	58.2%
		113,521.15	212,522.00	(99,000.85)	53.4%
HICKORY PARK					
01-454-002-200	Supplies-Hickory	2,236.31	1,500.00	736.31	149.1%
01-454-002-231	Propane	1,120.08	2,000.00	(879.92)	56.0%
01-454-002-250	Maintenance & Repairs	1,732.66	7,000.00	(5,267.34)	24.8%
01-454-002-351	Insurance-Property	1,204.35	1,647.00	(442.65)	73.1%
01-454-002-360	Utilities	2,508.36	5,000.00	(2,491.64)	50.2%
01-454-002-450	Contracted Services	13,875.45	20,000.00	(6,124.55)	69.4%
		22,677.21	37,147.00	(14,469.79)	61.0%

Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

Packet Page 18

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
FELLOWSHIP FIELDS					
01-454-003-200	Supplies	415.60	1,000.00	(584.40)	41.6%
01-454-003-250	Maintenance & Repairs	256.48	10,000.00	(9,743.52)	2.6%
01-454-003-312	Engineering Fees	-	2,000.00	(2,000.00)	0.0%
01-454-003-320	Telephone	1,101.83	2,500.00	(1,398.17)	44.1%
01-454-003-351	Insurance Property	2,408.70	3,295.00	(886.30)	73.1%
01-454-003-360	Utilities	8,149.85	9,000.00	(850.15)	90.6%
01-454-003-450	Contracted Services	8,883.00	13,000.00	(4,117.00)	68.3%
		21,215.46	40,795.00	(19,579.54)	52.0%
LARKINS FIELD					
01-454-004-200	Supplies-Larkins	-	1,000.00	(1,000.00)	0.0%
01-454-004-250	Maintenance & Repair	-	5,000.00	(5,000.00)	0.0%
01-454-004-312	Engineering Fee-Larkins	-	-	-	#DIV/0!
01-454-004-450	Contracted Services	1,190.00	3,000.00	(1,810.00)	39.7%
		1,190.00	9,000.00	(7,810.00)	13.2%
UPLAND FARMS					
01-454-005-200	Supplies	4,112.31	5,000.00	(887.69)	82.2%
01-454-005-231	Propane & Heating Oil	528.62	4,500.00	(3,971.38)	11.7%
01-454-005-250	Repairs & Maintenance	42.66	10,000.00	(9,957.34)	0.4%
01-454-005-351	Insurance - Building	1,806.54	2,471.00	(664.46)	73.1%
01-454-005-360	Utilities	6,688.86	4,000.00	2,688.86	167.2%
01-454-005-450	Contracted Services	2,115.00	5,000.00	(2,885.00)	42.3%
01-454-005-513	Engineering Fees	-	-	-	#DIV/0!
		15,293.99	30,971.00	(15,677.01)	49.4%
	Total Parks and Recreation	173,897.81	330,435.00	(156,537.19)	52.6%
LIBRARY					
01-456-000-530	Contributions	-	5,000.00	(5,000.00)	0.0%
		-	5,000.00	(5,000.00)	0.0%
HISTORICAL COMMISSIONS					
01-459-000-200	Supplies	110.00	1,000.00	(890.00)	11.0%
01-459-000-320	Telephone	-	1,000.00	(1,000.00)	0.0%
01-459-000-450	Contracted Services	-	500.00	(500.00)	0.0%
		110.00	2,500.00	(2,390.00)	4.4%
Total Expenditures Before Operating Transfers		3,299,841.40	5,551,501.00	(2,251,659.60)	59.4%
Excess of Revenues over Expenses Before Operating Transfers		1,461,904.47	636,115.00	765,789.47	210.0%

Upper Uwchlan Township
General Fund
Statement of Revenues and Expenditures
For the Period Ended August 31, 2017

Packet Page 19

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
OPERATING TRANSFERS					
01-492-000-030	Transfer to Capital Projects Fund	950,000.00	950,000.00		100.0%
01-492-000-031	Transfer to Solid Waste Fund				#DIV/0!
01-492-000-033	Transfer to Developer's Escrow Fund				#DIV/0!
01-492-000-034	Transfer to Act 209 Fund				#DIV/0!
01-492-000-035	Transfer to Municipal Authority				#DIV/0!
01-492-000-036	Transfer to Water Resource Protection Fund		250,000.00	(250,000.00)	0.0%
		950,000.00	1,200,000.00	(250,000.00)	79.2%
	Total Expenditures after Operating Transfers	4,249,841.40	6,751,501.00	(2,501,659.60)	62.9%
EXCESS OF REVENUES OVER EXPENSES		511,904.47	(503,885.00)	1,015,789.47	-101.6%



GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

ENGINEER'S REPORT – UPPER UWCHLAN TOWNSHIP

Date: September 14, 2017

To: Cary B. Vargo - Township Manager
Board of Supervisors

From: David Leh, P.E.

The following is an overview of engineering activities for the previous month:

Fetters Property (McKee Group) - The Applicant has now submitted a Final Plan application. The application is under review by the consultants and will be considered at the Planning Commission's October 12th Meeting.

Montesano Brothers - Montesano Brothers has submitted a conditional use application to permit an 8,400 SF outdoor dining area. The Planning Commission will review the plan at their September 14th meeting.

General:

Meetings / Correspondence with staff regarding various matters.



DEVELOPMENT UPDATE – UPPER UWCHLAN TOWNSHIP

Date: September 14, 2017

To: Board of Supervisors

From: David Leh, P.E.

270-290 Park Road (Gunner Properties) - This project proposes a 44-unit multiple-family townhouse community along Park Road just north of Windsor Baptist Church. Toll Brothers is developing the property. Construction is now underway.

American Tower (780 Dorlan Mills Road) – The Applicant submitted a conditional use application for a proposed cell tower on this property. A Conditional Use was granted by the Board of Supervisors at their July 20th, 2015 meeting. Zoning relief was also required and granted. No further activity has occurred.

Byers Station (Lot 5C) - The Board granted Final Plan Approval at their February 22nd, 2017 meeting. A staff meeting was held on August 2nd with Toll Brothers and Equus to discuss possible modifications to the commercial portion of the project. Equus may be submitting a revised plan for the commercial portion within the next couple months. Toll Brothers indicated they may be interested in starting work on the residential portion as soon as October.

Byers Station (Lot 6C) – A staff meeting was held on July 10th with a potential applicant to discuss a concept plan for a senior living facility. This is basically the same concept which was brought before the Planning Commission at their February 9th meeting. The plan was generally well received and it seemed the Applicant will most likely proceed to the next step which will involve zoning relief or amendment for the use.

Carsense- Carsewne has submitted a land development application for a 2,253 SF addition onto their existing 10,000 SF Detailing Building. The Planning Commission will accept the plans at their September 14th meeting and formally review at their October 12th meeting.

Eagleview Lot 1 (Office Building Site) – Site Construction continues. The Board granted a conditional use for a 12,500 SF manufacturing operation to be located within the proposed building at their May 11th meeting.

Reference: Development Update

File No. 17-01084T
September 14, 2017

Eagleview Lot 5 – The removal of West Township Line Road is complete. No other construction has commenced.

Fetters Property (McKee Group) - A conditional use was approved on January 17th for an active-adult 55-year old and over community consisting of 116 single-family detached dwellings, 154 twin units, 105 triplex units, and associated amenities. The Board granted Preliminary Plan Approval at their July 17th meeting. The Applicant has now submitted a Final Plan. The plan is under review by the consultants and will be considered at the Planning Commission's October 12th Meeting.

Jankowski Tract- A conditional Use Application has been submitted for this property. The first conditional use hearing was held on June 19th. A staff meeting was held on August 16th to discuss a modified plan. The Applicant has submitted a revised plan which has been reviewed by the consultants. However, the Applicant has since indicated they would like to make additional modifications to the plan prior to continuing to the next conditional use hearing.

Marsh Lea – The Applicant has submitted a subdivision / land development application for a 27 lot, single-family home development on this property consistent with the recently approved rezoning application for the property. A Conditional Use for steep slope disturbance was approved at the Boards January 17th meeting. The Board granted Preliminary / Final Plan Approval at their May 15th meeting. Moser is now working to acquire their approvals from Pa-DEP & Pa-DOT.

Montesano Brothers - Montesano Brothers has submitted a conditional use application to permit an 8,400 SF outdoor dining area. The Planning Commission will review the plan at their September 14th meeting.

Reserve at Chester Springs (Frame Property) – Infrastructure construction continues. The road network for the entire development has been completed. Homes are selling at a very brisk pace in the development.




UPPER UWCHLAN TOWNSHIP

MEMORANDUM

ADMINISTRATION

TO: The Board of Supervisors

FROM: Kathi McGrath 
Administrative Assistant

RE: Codes Department Activity Report

DATE: September 8, 2017

Attached, please find the Codes Department Activity Report for the month of August, 2017.

Attachments:
Activity Report

/km

UPPER UWCHLAN TOWNSHIP
Permit Analysis
2014-2017

	2014				2015				2016				2017			
	# of Permits	Fees	YTD Permits	YTD Fees	# of Permits	Fees	YTD Permits	YTD Fees	# of Permits	Fees	YTD Permits	YTD Fees	# of Permits	Fees	YTD Permits	YTD Fees
Jan	33	\$ 7,844.00	33	\$ 7,844.00	58	\$10,390.32	58	\$10,390.32	33	\$19,195.00	33	\$19,195.00	36	\$ 27,889.54	36	\$ 27,889.54
Feb	28	\$ 2,913.00	61	\$ 10,757.00	34	\$ 4,088.54	92	\$ 14,488.86	38	\$ 31,184.74	71	\$ 50,379.74	30	\$ 6,209.00	66	\$ 34,098.54
Mar	31	\$ 4,271.00	92	\$ 15,028.00	59	\$ 9,560.34	151	\$ 24,049.20	38	\$ 9,003.50	109	\$ 59,383.24	62	\$ 61,429.00	128	\$ 95,527.54
Apr	42	\$ 4,833.00	134	\$ 19,861.00	135	\$ 15,230.00	286	\$ 39,279.20	64	\$ 88,297.00	173	\$147,680.24	61	\$ 30,429.00	189	\$125,956.54
May	41	\$ 7,073.00	175	\$ 26,934.00	119	\$ 33,893.18	405	\$ 72,972.38	125	\$ 14,112.00	298	\$161,792.24	61	\$ 13,118.56	250	\$139,075.10
Jun	71	\$ 7,430.70	246	\$ 34,364.70	154	\$ 21,108.54	559	\$ 94,111.92	109	\$ 9,919.12	407	\$171,711.36	117	\$ 107,225.16	367	\$246,300.26
Jul	98	\$16,371.26	344	\$ 50,735.96	88	\$ 11,329.56	657	\$185,448.48	55	\$ 8,120.56	462	\$179,831.92	78	\$ 60,308.00	445	\$306,608.26
Aug	152	\$13,972.00	496	\$ 64,707.96	96	\$ 9,531.00	723	\$114,979.48	83	\$ 50,103.08	545	\$229,935.00	90	\$ 9,532.32	535	\$316,140.58
Sept	239	\$17,214.45	735	\$ 81,922.41	41	\$ 5,811.65	764	\$121,891.36	57	\$ 8,844.90	602	\$238,779.90				
Oct	216	\$17,112.76	951	\$ 99,035.17	72	\$ 12,443.02	836	\$134,334.38	64	\$ 8,144.42	666	\$246,923.42				
Nov	124	\$18,209.66	1075	\$117,244.83	38	\$102,941.00	874	\$237,276.75	71	\$ 13,717.44	737	\$260,640.86				
Dec	50	\$ 4,554.02	1125	\$121,798.85	51	\$ 6,235.24	925	\$243,512.02	42	\$ 9,929.00	779	\$270,569.86				



**AUGUST/SEPTEMBER
2017 REPORT
UPPER UWCHLAN TOWNSHIP
PUBLIC WORKS DEPARTMENT**

The following projects were underway since we last met:

Ongoing:

- Aside from regular routine maintenance, the following work orders were submitted in August.
- Tracking of work orders through Munilogic.
 - Municipal Authority
 - 35 Work new orders submitted
 - 15 Completed (inspection items just entered end of period)
 - PA 1-calls
 - 103 Work orders submitted
 - 103 Completed
 - Public Works
 - 43 Work orders submitted
 - 41 Completed
 - Parks
 - 13 Work orders submitted
 - 11 Completed
 - Solid Waste
 - 11 Work orders submitted
 - 11 Completed
- Roadway base repairs are done and the contractor for 2017 Resurfacing has completed the Resurfacing.
- Crack sealing was done on various roadways.
- Worked on 2018 Budget.
- Completed a stormwater pipe replacement on Dorothy Dr.
- Inlet cleaning of various clogged inlets
- Night work painting lines and legends.

- Curb and inlet repairs are currently being done on streets other than the ones completed for the resurfacing.
- Trees were trimmed at various locations throughout the Township.
- Toter swaps and deliveries were done as requested.
- Preventive maintenance, repairs, and Pa State Inspections continue on all Township owned vehicles and equipment.
- Roadways inspections for sight distance, signage view, and for surface conditions are constantly being done.
- Sewer Facilities were inspected by me and by a third party contractor last month and we have been working on the upgrades to Township properties.
- Minor maintenance issues were handled at the Township Buildings.

Bids:

- 2017 Snow Removal

Road Dedications:

- None

Workforce

- All employees are working well and there are no issues to report.

**Respectfully submitted,
Michael G. Heckman
Director of Public Works
Upper Uwchlan Township**



**AUGUST/SEPTEMBER 2017 REPORT
UUT MUNICIPAL AUTHORITY
PUBLIC WORKS DEPARTMENT**

The following projects are underway:

Ongoing:

- Locks were spot checked at all pump stations. All have been secure.
- Matt Brown's team is working on estimates for fencing at The Reserve at Eagle. We really need to complete this ASAP.
- Spot checks continue and all visitors are still using the sign-in sheets at all properties.

Bruce continues on his list and additional work orders as follows:

Complete:

- Rte. 100 WWTP
 1. Numbered the buildings per Fire Inspectors recommendation.
 2. Attempted to brush hog around exterior fence. Rain water halted job from completion.
 3. Working on storage issues that could be tripping hazard.
- Byers Station Effluent PS
 1. Filled in a small sink hole found near the building.
- Byers Station Influent PS
 1. Backfilled an area at the rear of the building to prevent future compromise of the foundation. Seeded area.
 2. Cleaned plant
- Ewing PS
 1. No work orders for this location
- Ewing West Vincent PS
 1. Hung a fire extinguisher.
 2. No other work orders for this location
- Ewing Tract Effluent Disposal System
 1. All work orders are complete.

- **Eagle Hunt**
 - 1. No work orders for this location
- **Windsor Ridge**
 - 1. Removed rust and repainted hoist
 - 2. DEP Certification is missing from the plant
 - 3. Any old equipment should be removed
- **Saybrooke WWTP**
 - 1. Need to mount garden hose inside building
 - 2. Started a work order for painting
- **Seabury**
 - 1. There are currently no other work orders for this facility.
- **Yarmouth PS1**
 - 1. There are currently no work orders for this facility.
- **Yarmouth PS2**
 - 1. There are currently no work orders for this facility.
- **St Andrews Brae**
 - 1. Used weed control around the fence
- **St Andrews Brae PS (at St Andrews intersection)**
 - 1. No work orders for this location
- **Reserve Lagoon**
 - 1. Repaired Fencing again.
 - 2. Will be replacing the missing MSDS binder
- **Reserve at Eagle PS1**
 - 1. There are currently no work orders for this facility.
 - 2. Cleaned PS.
 - 3. Reinstalled address sign
- **Reserve at Eagle PS 2**
 - 1. Replaced MSDS folder
 - 2. Cleaned building
- **Upland Farms / Reserve at Waynebrook**
 - 1. Will have to get Fire extinguisher serviced
- **Greenridge**
 - 1. Run Brush hog around testing pipes
- **Stonehedge**
 - 1. Repaired light fixture

- **Marsh Harbour WWTP .**
 - 1. **Waiting on contractor work. Per ARRO**
 - 2. **Repaired broken spray field head**
 - 3. **Double doors are left open due to ventilation issues. Per Brian**
- **Marsh Harbour PS**
 - 1. **There are currently no work orders for this facility.**
- **Meadowcreek**
 - 1. **Applied weed control inside of fence**
 - 2. **Found graffiti and plan to re-paint PS**
- **Eaglepoint**
 - 1. **Trash collection**
 - 2. **Fence needs replaced ASAP**
- **Herron Hill PS**
 - 1. **There are currently no work orders for this facility.**
- **Lakeridge WWTP**
 - 1. **No work orders for this location**
- **Lakeridge Pump Station**
 - 1. **All work orders are complete.**
- **Eagle Farms Rd PS (WV)**
 - 1. **There are currently no work orders for this facility.**
- **Little Conestoga Rd PS**
 - 1. **Mowed property**
- **Eagle Manor PS (Dorothy Ln)**
 - 1. **There are currently no work orders for this facility.**
- **Garrison Dr. (spray field pump station #1)**
 - 1. **There are currently no work orders for this facility.**
- **Garrison Dr. (spray field pump station #2)**
 - 1. **There are currently no work orders for this facility.**
- **Chris continues to respond to Pa 1-calls. UUT responded to 103 PA 1-call tickets during the month of August.**

**Respectfully submitted,
Michael G. Heckman**

**Director of Public Works
Upper Uwchlan Township**



MEMO TO: Cary Vargo

FROM: Michael G. Heckman, Director of Public Works

RE: 2017-2018 Snow Removal Bid Opening Results

DATE: September 9, 2017

On September 7, 2017, bids were received for the Upper Uwchlan Township "Snow Removal" contract. A bid session was held at 2:00 p.m., where I opened and read all the bids aloud. Kristin Roth and I were present for the public opening. There were no contractors or anyone from the public in attendance.

There was only one bidder for the contract, Exton Paving Inc. I have talked to him and he can add another pickup truck if we need it. This does not fulfill our needs but we can adjust.

The bid results are attached. We will hire part-time snow drivers for our small trucks again, which was a big help in past years.

In light of the above, **I respectfully request the awarding of the contract to Exton Paving.**

ITEM # 1

1. To **Exton Paving** for 1 six-yard dump truck, with plow and salt spreader equipped truck @ \$195/hour.

ITEM # 2

- 1 To **Exton Paving** for 2 pick-up trucks @ \$145/hour each.

Please contact me if you would like to discuss this in further detail.

BIDDER
Exton Paving

BIDDER

BIDDER

BIDDER

Bid Bond Included
Cashiers Check

Bid Bond Included

Bid Bond Included

Bid Bond Included

ESTIMATED HOURS
OF USE Per Piece # OF PIECES
NEEDED

100 each

1

1 truck @ \$195.00/hour			
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1987 F700 Ford

80 each

1

1 truck @ \$145.00/hour			
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2005 GMC 3500



UPPER UWCHLAN TOWNSHIP

MEMORANDUM

ADMINISTRATION

TO: Board of Supervisors

FROM: Jill Bukata
Township Treasurer

RE: 2018 Pension Plan MMO

DATE: September 18, 20167

The Township has received the figures for the 2018 Minimum Municipal Obligation (MMO) from Thomas J. Anderson & Associates for all three township pension plans – the two defined benefit plans (Uniform and Non-Uniform) and the Non-Uniform Defined Contribution Plan.

2018 Township Minimum Municipal Obligation

	Uniform MMO	Non-Uniform MMO (DB)	Non-Uniform MMO (DC)
2018 Market Value MMO	\$218,009	-	Not applicable
2018 MMO	\$177,627	\$93,575	\$6,012
2017 MMO	\$150,060	\$74,650	\$5,564

For the past several years, the actuaries have provided us with both an MMO and Market Value MMO for both defined benefit plans. The Non-Uniform Plan is now based on the Market Value Assets actuarial method (as of 1/1/2015) and the Uniform Plan is still based on the Smoothing actuarial method that provides two MMO options.

I respectfully recommend that the Board approve the 2018 MMO's for the three plans as follows:

Uniform Plan	\$177,627
Non-Uniform (DB)	\$ 93,575
Non-Uniform (DC)	\$ 6,012



UPPER UWCHLAN TOWNSHIP

MEMORANDUM

ADMINISTRATION

TO: Board of Supervisors

FROM: Cary B. Vargo
Township Manager

RE: UUT – UUTPA MOU – Jury Duty

DATE: September 14, 2017

The following memorandum of understanding addresses jury duty for uniformed members of the Upper Uwchlan Township Police Association. The MOU recognizes jury duty as a citizen responsibility but caps paid jury duty at 24 hours total in any one year. For the vast majority of the force, this equates to two twelve (12) hours shifts. Officers are eligible to serve jury duty for a longer period of time which would be accommodated by regularly scheduled off days in the twelve-hour rotation. This MOU has been approved by the members of the UUTPA and is in front of the BOS for consideration.

I would respectfully request that the BOS approve the MOU as presented and authorize the Township Manager to execute same.



PREAMBLE

This Memorandum of Understanding (MOU) is by and between the Police Officers of Upper Uwchlan Township, commonly known as the Upper Uwchlan Township Police Association and hereinafter referred to as "Police", and Upper Uwchlan Township, herein referred to as "Township".

The term of the collective bargaining agreement is three (3) years, from January 1, 2015, through December 31, 2017 with a two (2) year extension approved and signed by both parties through December 31, 2019.

Pursuant to the provisions of the Act entitled "Collective Bargaining by Police and Fireman", Act of June 24, 1968, P.L. 237, the Police and the Township have met, collectively bargained and desire to document the agreed upon terms of the successor labor agreement in this Memorandum of Understanding set forth hereinafter and subsequently in a revised comprehensive collective bargaining agreement revision.

Term

The term of this revision shall begin upon the execution date of both parties and extend to the expiration date of the current collective bargaining agreement to December 31, 2019.

Amendment

Page 14 "Court Time" the following language to be added:

Jury Duty

The provisions of this section shall be available to all regular full-time Police Officers. The Upper Uwchlan Township Police Department recognizes and supports the duty of employees, as citizens, to acknowledge, respond to, and possibly serve as a juror when called. Officers who have received a jury duty summons shall immediately notify the Chief of Police and forward a copy of the jury duty summons.

Officers serving on jury duty, on their regularly scheduled work days, shall be eligible to be paid at their regular hourly wage for a maximum of twenty-four (24) hours per calendar year. Jury duty service served beyond twenty-four hours per calendar year shall not be paid by the Township. Payment received by an officer from the court for jury duty service shall be submitted to the Chief of Police.

The Township is not responsible, and shall not make payment, for any non-salary costs that may be incurred by the officer for jury duty service, i.e. parking, meals, etc.

This memorandum is entered into agreement in the _____ day of _____, 2017

For Upper Uwchlan Township

For the Upper Uwchlan Police Association

Cary B. Vargo
Township Manager
Upper Uwchlan Township

Thomas Jones
President
Upper Uwchlan Police Association

Kyle Sherman
Vice-President
Upper Uwchlan Police Association



UPPER UWCHLAN TOWNSHIP

MEMORANDUM

ADMINISTRATION

TO: Board of Supervisors

FROM: Cary B. Vargo
Township Manager

RE: Records Disposition

DATE: September 7, 2017

Upper Uwchlan Township follows the records retention and disposition schedule as approved December 2008 by the Pennsylvania Historical and Museum Commission's Bureau of Archives and History - *Municipal Records Manual*.

The attached Resolution details records that should be reviewed and appropriately disposed of at this time (via shredding), per the Manual.

This will help reduce on-site storage inventory and off-site storage costs.

I would respectfully request that the Board of Supervisors approve the attached Resolution allowing for the disposition of the enumerated records.



UPPER UWCHLAN TOWNSHIP
Chester County, Pennsylvania

RESOLUTION # _____

Packet Page 38

A RESOLUTION OF UPPER UWCHLAN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA DECLARING ITS INTENT TO FOLLOW THE SCHEDULES AND PROCEDURES FOR DISPOSITION OF RECORDS AS SET FORTH IN THE PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION BUREAU OF ARCHIVES AND HISTORY "MUNICIPAL RECORDS MANUAL" APPROVED ON DECEMBER 16, 2008 AND AMENDED JULY 23, 2009

WHEREAS, a Local Government Records Committee was created by Act 428 of 1968 and empowered thereby to make rules and regulations for records disposition; and,

WHEREAS, the Municipal Records Manual was approved by said committee on December 16, 2008; and,

WHEREAS, The Township of Upper Uwchlan, Chester County, desires to dispose of records according to statutory requirements;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Township of Upper Uwchlan, Chester County, Pennsylvania that it intends to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, and amended July 23, 2009.

Approved this 18th day of September, 2017.

UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS

Kevin C. Kerr, Chair

Jamie W. Goncharoff, Vice-Chair

Guy A. Donatelli, Member

ATTEST:

Gwen A. Jonik, Township Secretary

Attachment: "List Of Files Eligible For Destruction" – September 2017

LIST OF FILES ELIGIBLE FOR DESTRUCTION – September 2017

ADMINISTRATIVE & LEGAL RECORDS

Expired Bonds – thru 2010
 Bids, Proposals, and Price Quotations
 Unsuccessful - thru 2013
 Successful: General Contracts thru 2010
 Construction Contracts thru 2004
 Correspondence – General – Retain as per assessed administrative value
 Ethics Commission – Statements of Financial Interest – thru 2011
 Insurance Claims and Policies – thru 2010
 Oaths of Municipal Officials – thru 2010
 Permits and Related Applications (i.e., peddlers, fireworks) – thru 2013
 Proofs of Publication – thru 2006
 Right to Know Requests – thru 2014
 Survey of Financial Condition Forms – thru 2013

PARKS & RECREATION RECORDS

Accident/Incident Reports – thru 2013
 Operation and Maintenance Records – thru 2011
 Park Program Files – thru 2014
 Park Use Records – thru 2013

PERSONNEL RECORDS

Employee Personnel Records – thru 2011
 Employment Applications (not hired) – thru 2014
 Job Announcements – thru 2014

PAYROLL RECORDS

Cancelled Payroll Checks – thru 2009
 Employee Payroll Adjustment Records – thru 2011
 Employee Earning Records
 w/out post termination benefits – thru 2011
 Payroll Deduction Authorizations – thru 2011
 Pay Period Reports – thru 2011
 Payroll Voucher Registers – thru 2009
 Social Security Reports – thru 2012
 Unemployment Compensation Records – thru 2010
 Quarterly Returns of Withholding of Federal Income Tax – thru 2012
 Quarterly Statements of State & Local Taxes Withheld – thru 2012
 Wage & Tax Statements (W-2 Forms) – thru 2012
 Withholding Allowance Certificates (W-4 Forms) – thru 2012
 1099 Forms – thru 2011
 Attendance Records – thru 2013

GENERAL FINANCIAL & PURCHASING RECORDS

Accounts Payable Files & Ledgers – thru 2009
 Accounts Receivable Files & Ledgers – thru 2009
 Account Distribution Summaries (Treasurer's Reports)
 Weekly – thru 2013
 Annual – thru 2009
 Annual Audit and Financial Reports (submitted to the PA DCED) – thru 2011
 Budget Work Papers – thru 2009
 Bank Statements & Reconciliations – thru 2009
 Balance Sheets – thru 2009
 Bills – thru 2006
 Cancelled Checks – thru 2009
 Checks Register – thru 2009
 Deposit Slips – thru 2009
 General Ledgers – thru 2006
 Invoices – thru 2006
 Purchase Order Files – thru 2009
 Purchasing Files – thru 2010
 Voucher Files – thru 2009

TAX COLLECTION & ASSESSMENT RECORDS

General & Special Tax Ledgers – thru 2009
 Public Utility Realty Reports (Submitted to PA Dept. of Revenue) thru 2009
 Tax Duplicates – thru 2009
 Tax Collectors Monthly Report – thru 2009
 Bill of Taxes – thru 2014
 Tax Certifications – thru 2014
 Abatements and Exonerations – thru 2011
 Assessment Appeal Forms – thru 2011
 Change of Assessment Notice – thru 2011

PUBLIC WORKS

Liquid Fuels Tax Records – thru 2009
 Maintenance Records (Road/Bldg./Facility – Routine) – thru 2009
 Street Light Records (Routine Maintenance) – thru 2011
 PA One Call Records – thru 2015
 Recycling Program Records – thru 2006

PLANNING & BUILDING/ZONING CODE ENFORCEMENT RECORDS

Contractors' Licensing Records – thru 2009
 Building and Housing Construction Records (Non-Commercial) – thru 2011
 Building Permits and Applications (Non-Commercial) – thru 2011
 Complaints, Citations, Notices of Violations, and Investigations – thru 2013
 Zoning Hearing Board Applications – thru 2013