

Upper Makefield Township Board of Supervisors

January 15, 2013 Meeting Minutes

The January 15, 2013 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Dan Rattigan at 7:30 p.m. In attendance were the following members of the Board of Supervisors: Chair Dan Rattigan, Vice Chair Bud Baldwin, Treasurer Mary Ryan, Member Larry S. Breeden and Member Tom Cino. Also in attendance were Township Manager Sally Slook, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., Director of Planning & Zoning Dave Kuhns and Chief Mark Schmidt.

There were also members of the public and representatives of the press present.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:

Mr. Rattigan led in the recitation of the Pledge of Allegiance which was followed by a moment of silence.

ANNOUNCEMENTS:

Mr. Rattigan made the following announcements:

- An executive session is scheduled after tonight's meeting to discuss land acquisition matters.
- There are vacancies on the Cable Advisory Board and the Senior Citizens Board. A volunteer application can be found on the township website.
- Residents were encouraged to complete a Park and Recreation survey, which is also on the township website.
- Upper Makefield Township won 2nd place in a statewide contest in both the eNews and website categories. This is the 3rd year in a row that Upper Makefield's communications efforts have been recognized by PSATS. Ms. Slook provided copies of a press release on this year's award.
- A joint meeting of the Board of Supervisors and the Environmental Advisory Council is scheduled for February 5th at 6:30 pm.

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF MINUTES AND BILLS PAYABLE:

A motion was made by Mr. Breeden and was seconded by Mr. Cino to approve the January 7, 2013 minutes. Motion carried by unanimous vote.

Ms. Slook read into the record the bills for January 15, 2013. A motion was made by Mr. Breeden and was seconded by Ms. Ryan to approve the January 15, 2013 Bills Payable List in the amount of \$139,944.86. Motion carried on a unanimous vote.

PLANNING AND ZONING ISSUES:

There were no Planning and Zoning issues.

SOLICITOR'S REPORT:

Ms. Eberle noted that the Solicitor's Report is in the Board packets, and she requested an executive session following tonight's meeting to discuss land acquisition matters.

Ms. Eberle informed the Board of Supervisors that herself and Ms. Slook attended the annual Board of Auditors reorganization meeting held on January 8, 2013. At this meeting, Ms. Eberle reported that an Auditor requested a legal opinion regarding the duties of the Board of Auditors. Ms. Eberle

recommended to the Board of Supervisors that a written legal opinion was not needed because the legal issue involved was well settled. The Board of Supervisors agreed not to have Ms. Eberle provide a written legal opinion.

Ms. Eberle also spoke of another request from an Auditor to request the township's Independent Auditor provide a letter stating compliance with all the requirements set forth in Article IX of the Pennsylvania Second Class Township Code. The Board of Supervisors unanimously agreed to instruct the Township Auditor to provide the letter.

MANAGER'S REPORT:

Fund Balance Report

Ms. Slook provided highlights of the Fund Balance Report.

Bucks County Planning Commission Household Hazardous Waste/Electronics Program

Ms. Slook provided an overview of the Bucks County Household Hazardous Waste/Electronics Program. The four-year program is up for renewal at an annual cost of \$1,144.94, which is a 10 % reduction over the previous contract period. 100% of the county has participated in the past, and 6597 residents participated in 2012. Ms. Slook stated that we receive many calls about the program at the township, and the program has twice won the Governor's Award for Environmental Excellence

Following discussion, a motion was made by Mr. Baldwin and seconded by Mr. Cino to approve the township's participation in the 2013-2016 Bucks County Household Hazardous Waste and Electronics Program for an annual commitment of \$1,144.94. Motion carried by a unanimous vote.

Binns Emergency Services Plan Proposal

Ms. Slook highlighted the proposal of Binns & Associates to prepare a township-wide comprehensive emergency services plan to be completed by May 31, 2013 or sooner at a cost of \$10,000. Ms. Ryan stated that she felt the proposal was not specific enough. Mr. Breeden and Mr. Cino supported price shopping.

Mr. Rattigan instructed Ms. Slook to look for consultants who can evaluate our current EMS Service and determine the future needs of the program.

ENGINEER'S REPORT:

Barone Escrow Release No. 6

Mr. Young provided an update of the project and recommended approval of Escrow Release No. 6 in the amount of \$37,578.63. After brief discussion, Ms. Ryan made a motion which was seconded by Mr. Cino to approve Escrow Release No. 6 in the amount of \$37,578.63. Motion carried by unanimous vote.

Stone Foundation Escrow Release No. 1

Mr. Young provided an update of the project and recommended approval of Escrow Release No. 1 in the amount of \$10,177.05. After brief discussion, Mr. Baldwin made a motion which was seconded by Ms. Ryan to approve Escrow Release No. 1 in the amount of \$10,177.05. Motion carried by unanimous vote.

Tierney (Deer Ridge) Escrow Release No. 1

Mr. Young provided an update of the project and recommended approval of Escrow Release No. 1 in the amount of \$182,478.97. After brief discussion, Mr. Baldwin made a motion which was seconded by Mr. Breeden to approve Escrow Release No. 1 in the amount of \$182,478.97. Motion carried by unanimous vote.

Township Landscape Maintenance Bid

Mr. Young provided an overview of the 2013-2014 Township Grounds Maintenance Bid and recommended awarding the contract to the lowest responsible bidder, M. A. Landscaping & Lawn Care of Furlong, PA in the amount of \$39,906. A motion was made by Mr. Breeden and seconded by Mr. Baldwin to award the 2013-2014 Township Grounds Maintenance Bid to M. A. Landscaping & Lawn Care of Furlong, PA in the amount of \$39,906. Motion carried by a unanimous vote.

Washington Crossing Visitors Center Status Report

Mr. Young provided a status update on the Washington Crossing Visitors Center and discussion followed with Mr. Young and the Board of Supervisors. Mr. Young is trying to resolve outstanding items on the punch list by setting up a meeting between the township and the PHMC Representative, Liz O'Reilly. One particular item stated by Ms. Ryan is that the lights are on timers, but are on all hours of the night.

Mr. Young stated that State Representative Scott Petri is now involved as a mediator between the state and township. Ms. Ryan stated that Rep. Petri has been extremely helpful in moving this process along. Dave Kuhns, Director of Planning and Zoning, stated the violations process is beginning with a Notice of Violation being sent to Ms. O'Reilly.

Lookout Park Stormwater Management Update

Mr. Young provided an update of Lookout Park Stormwater Management measures and stated the plans have been modified to include a seepage pit at the park. The pit will be located out of the way so as not to affect residents using the park. Mr. Young also stated that the application will be made shortly to the Bucks County Conservation District, and construction is most likely to begin in the Spring.

WATER/SEWER ENGINEER REPORT:

Act 537 Process Update

Mr. Zarko provided a status update of the Act 537 process with a proposed timeline for the 2013 via a PowerPoint presentation. Mr. Zarko discussed the issues with inconsistencies in the documentation that was provided by the Bucks County Department of Health concerning the condition of on-lot sewage disposal systems in the Dolington and Taylorsville areas of the township, and the efforts made by Township Staff to resolve the inconsistencies.

Mr. Zarko presented updated Exhibit Plans and Summary Tables illustrating the inconsistencies in Bucks County Health Department documentation for properties in both the Dolington and Taylorsville areas of the township. Mr. Zarko stated the majority of the inconsistencies have been resolved in the Dolington area, but not in the Taylorsville area.

Mr. Zarko recommended further evaluation of existing on-lot sewage disposal systems in the Taylorsville area due to the number of unresolved inconsistencies. Mr. Zarko recommended the

township engage an Independent Consultant via a Request for Proposal to perform an on lot sewage disposal system survey. This survey would also include well testing.

The Board inquired as to what properties and the criteria would be included in the study in the Taylorsville area. Mr. Zarko said there is presently a total of 35 properties included. Mr. Zarko also recommended a meeting with the Taylorsville residents to review the situation and discuss the need for the On-Lot Sewage System Survey. The Board agreed to hold a meeting with the Taylorsville residents to discuss the survey on February 6th. The Board instructed Ms. Slook to notify residents in the affected area by hand delivery, first class and certified mail. In addition, those living within 500 feet should be notified by first class mail.

Mr. Baldwin made a motion to authorize the release of the Request of Proposal (RFP) for an Independent Consultant, and Mr. Breeden seconded the motion to approve the release of the RFP. Motion carried by a unanimous vote.

BOARD AND COMMISSION REPORTS:

There were no Board and Commission Reports.

DEPARTMENT REPORTS:

Planning and Zoning Department

Mr. Kuhns highlighted the monthly Planning and Zoning Department Report.

Police Department

Chief Mark Schmidt highlighted the Police Department Report.

Mr. Rattigan announced that the following reports were included in the Board packets:

- Fire Department Report
- Fire Marshal Report
- Public Works Department Report

OLD BUSINESS:

Mr. Breeden inquired about the status of the purchase of the new dump truck for the Public Works Department. He further asked that about the specifications for the new truck and recommended a written justification for all future purchases. Mr. Baldwin responded that he and Public Works Director Robert Johnson were working together to find 2012 leftover trucks that would provide a possible cost savings for the township. Mr. Baldwin stated the exact savings was yet to be determined.

Mr. Breeden expressed his pleasure at possibly saving money in the budget for the truck, and requested the Board consider future justification in writing for all capital purchases. Mr. Rattigan stated justification was provided during the 2012 Budget process, and it was discussed at length by the Interim Manager and the Board of Supervisors.

Mr. Baldwin also discussed a possible cost savings regarding the future purchase of the brine equipment that was budgeted for the Public Works Department this year. He stated that Mr. Johnson is having discussions with Penn Dot regarding an Agility Program, which could possible result in savings for the township. Mr. Baldwin further stated that he does not know at this time what the exact savings will be for the township.

NEW BUSINESS:

Affirm Chair of Environmental Advisory Council

A motion was made by Ms. Ryan and seconded by Mr. Cino to affirm Cathy Magliocchetti as Chair of the Environmental Advisory Council. Motion carried by a unanimous vote.

PUBLIC COMMENT AND MEDIA QUESTIONS:

There were no additional public comments or media questions.

ADJOURNMENT:

A motion was made by Mr. Rattigan and was seconded by Ms. Ryan to adjourn the meeting at 8:45 p.m. Motion carried on unanimous vote.

Approved: February 5, 2013

JANUARY BILL TOTALS - 1/15/13

<u>FUND</u>	<u>DOLLAR AMOUNT</u>
GENERAL	\$112,588.18
LIQUID FUELS	\$7,416.29
PARK & RECREATION	\$169.00
PARK/REC (3 YR CAP)	\$100.00
WATER & SEWER	\$14,484.08
BLDG DEBT CONSTRUCTION	\$0.00
POLICE PENSION	\$0.00
NON-POLICE PENSION	\$0.00
FIRE	\$0.00
GRADING ESCROW	\$0.00
OPEN SPACE	\$0.00
TREE FUND	\$2,000.00
INTERIM BILLS PAID	\$0.00
RIPARIAN RESTORATION	\$0.00
DUTCHESS FARM	\$3,187.31
REV. RUN EMERGENCY SVCS.	\$0.00
CAPITAL RESERVE	\$0.00
GRAND TOTAL	\$139,944.86

JANUARY 2013 GENERAL FUND BILLS - 1/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
430.238	A&A Sales Associates	\$496.85	PW uniform jackets
410.238	Atlantic Tactical	\$149.97	uniforms
403.115	Berkheimer	\$3.30	tax collector
400.460	BJ's Wholesale Club	\$25.00	membership renewal - Admin.
410.460	" "	\$25.00	membership renewal - PD
410.541	Central Bucks Special Response Team	\$3,000.00	annual membership
400.312	CKS Engineers	\$2,260.07	engineering fees
414.313A-1	" "	\$273.90	" "
430.238	Clemens	\$170.01	uniform rental
409.373	" "	\$18.10	floor mat rental - PW
409.321	Comcast - Admin.	\$335.80	phone/long distance/internet
409.321	Comcast - PW	\$127.27	phone/long distance/internet
400.340	Courier Times	\$103.70	advertising
414.321	DCED	\$96.00	3rd & 4th qtr. 2012 UCC
486.355	Delaware Valley Insurance Trust	\$25,024.00	1st qtr. premium
487	DVHIT	\$49,793.93	health insurance
403.225	Nicholas Ettorre	\$300.44	December 2012 expenses
400.313	Gilmore & Associates	\$7,070.35	engineering fees
414.313A	" "	\$5,689.79	" "
409.373	Good Air Conditioning	\$408.00	check/repair PW bldg. - no heat/Admin. bldg.- no heat
409.373	Gorski Trash Removal	\$270.00	trash collection/recycling
400.374	HPT Systems	\$540.00	set up new manager/IT maintenance
409.230	ISObunkers	\$795.18	propane
409.373	Kencor	\$175.00	monthly elevator maintenance
400.331	Kerrigan's Sunoco	\$264.62	maintenance/repairs Admin. vehicle
410.374	" "	\$1,062.26	maintenance/repairs PD vehicles
403.115	Keystone Collections Group	\$1,064.01	tax collector
400.350	Longley Insurance Agency	\$750.00	policy renewal - bond
400.210	Newtown Office Supply	\$9.92	office supplies
410.210	" "	\$44.32	" "
414.210	" "	\$9.91	" "
409.215	" "	\$24.98	bldg. supplies
409.373	Newtown Pro Hardware	\$14.79	items to repair exterior light on PW bldg.
409.373	PA Dept. of Labor & Industry - E	\$36.00	elevator certificate of operations renewal
409.321	PA One Call System	\$39.09	monthly activity fee
410.372C	PCPA - Grants Division	\$8,036.00	Livescan fingerprint sys. /CPIN maint. fees 2013
410.210	Police Chiefs Assoc. of Bucks County	\$100.00	annual membership dues
410.238	Red the Uniform Tailor	\$1,385.96	uniforms
409.373	Roger's Safe & Lock Shop	\$33.00	duplicate keys
407.319	Ron Skotleski Video Productions	\$400.00	producer fee - BoS Mtg. 1/7/13
409.373	Smith's Yardville Supply	\$15.98	glue/nails
409.215	Staples Advantage	\$107.18	bldg. supplies
400.210	Staples Credit	\$18.46	supplies

JANUARY 2013 GENERAL FUND BILLS - 1/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
409.230	Superior Plus Energy Services	\$1,005.04	heating fuel
409.373	Trammel Testing	\$350.00	diesel tank inspection
452.373	WDB Lawn & Garden	\$665.00	shovel walkways/spread de-icer Streetscape
	TOTAL	\$112,588.18	

**FOR BOARD APPROVAL
*OVER BUDGET

JANUARY 2013 LIQUID FUELS BILLS - 1/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
437.2	A&M Truck Tire Service	\$210.00	supply tires dismount/mount
433TL	Armour & Sons Electric	\$595.00	repairs to traffic lights
432A	Eureka Stone Quarry	\$379.95	snow removal mtl.
437	Joseph Finkle & Son	\$23.75	equipment repair
437	GTS-Welco	\$25.13	cylinder rental
432A	International Salt	\$5,012.48	bulk ice control
437	Kerrigan's Sunoco	\$287.47	vehicle repairs
438.245	M & W Incom Supply	\$54.60	repair drainage prob.
438.245	Miller Materials	\$449.12	road repair material
437	Scrappy's Auto Service	\$70.00	truck inspection
437	Tanner's Lawn & Snow Equip.	\$102.60	chain/sharpen chains
433TL	Warehouse Battery Outlet	\$206.19	for port. gen. used a t traffic signals
	TOTAL	\$7,416.29	

*OVER BUDGET
 **PAID INTERIMLY

JANUARY 2013 PARK & REC BILLS - 1/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Gorski Trash Removal	\$169.00	trash/recycling Br./LO
	TOTAL	\$169.00	

**PAID INTERIMLY

JANUARY 2013 PARK 3 YR CAP BILLS - 1/15/13

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
452.300	Gilmore & Associates	\$100.00	engineering fees

TOTAL **\$100.00**

****PAID INTERIMLY**

JANUARY 2013 WATER & SEWER BILLS - 1/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$1,169.43	engineering fees
429.740	" "	\$1,526.00	" "
429.210	Grainger	\$387.55	supplies
429.100	Private Utility Enterprises	\$10,933.36	plant operator
429.210	USA BlueBook	\$467.74	supplies
	TOTAL	\$14,484.08	

**PAID INTERIMLY

***OVER BUDGET/BOARD APPROVAL

JANUARY 2013 TREE FUND - 1/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
460	Waitkis Design	\$2,000.00	tree purchase per proposal
	TOTAL	\$2,000.00	

**PAID INTERIMLY

JANUARY 2013 DUTCHESS FARM BILLS - 1/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.100	Private Utility Enterprises	\$3,187.31	plant operator
	TOTAL	\$3,187.31	

**PAID INTERIMLY

*/**OVER BUDGET/BOARD APPROVAL

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

the Months From January, 2012 To December, 2012

Contents: Budget vs Actual Format, FundID >= First , Accounts >= "301.10A" And <= "492D", All Sub Accounts, Including Inactive Accounts, Excluding Encumbrances

Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Equity					
304.00	Equity		\$0.00		
309.90	EQUITY		\$0.00		
Total			\$0.00		
Total Equity			\$0.00		
Revenue					
301.10A	CURRENT R.E. TAXES	\$458,000.00	\$434,745.50	94.92%	(\$23,254.50)
301.10B	PRIOR YEAR R.E. TAXES	\$0.00	\$7,485.88	n/a	\$7,485.88
301.20A	INTERIM R.E. TAXES	\$1,500.00	\$1,401.88	93.46%	(\$98.12)
301.20B	INTERIM RE TAXES PR YRS	\$0.00	\$323.92	n/a	\$323.92
301.40A	DELINQUENT RE TAX PR YR	\$0.00	\$0.00	n/a	\$0.00
301.40B	DELINQUENT RE TAX CURNT	\$4,300.00	\$2,640.70	61.41%	(\$1,659.30)
301.70	BREACH R.E. TAXES	\$0.00	\$0.00	n/a	\$0.00
310.02B	PRIOR YEAR PER CAPITA		\$0.00		
310.10	TRANSFER TAX R.E.	\$450,000.00	\$444,550.01	98.79%	(\$5,449.99)
310.21	CURRENT E.I.T.	\$1,000,000.00	\$1,598,910.68	159.89%	\$598,910.68
310.22	PRIOR YEAR E.I.T.	\$1,850,000.00	\$1,306,800.94	70.64%	(\$543,199.06)
321.04	CERTIFICATE OF APPROP	\$120.00	\$110.00	91.67%	(\$10.00)
321.30	BUSINESS FEES	\$1,000.00	\$1,000.00	100.00%	\$0.00
321.35	FIRE PERMITS	\$3,300.00	\$3,420.00	103.64%	\$120.00
322.82	HIGHWAY ENCROACHMENT	\$4,200.00	\$2,860.00	68.10%	(\$1,340.00)
322.83	GRADING PERMITS	\$9,000.00	\$7,660.00	85.11%	(\$1,340.00)
322.84	GRADING ESCROWS/REINSP.		\$0.00		
331.11	MOTOR VEHICLE VIOLATION	\$25,000.00	\$18,114.85	72.46%	(\$6,885.15)
331.12-001	VIOLATION OF ORDINANCES-POLICE	\$10,000.00	\$5,612.91	56.13%	(\$4,387.09)
331.12-002	VIOLATION OF ORDINANCES-CODE	\$8,600.00	\$9,744.33	113.31%	\$1,144.33
341	INTEREST	\$2,350.00	\$4,840.43	205.98%	\$2,490.43
341D	INSURANCE DIVIDENDS	\$0.00	\$10,701.00	n/a	\$10,701.00
355.01	PUBLIC UTILITY REALTY	\$8,600.00	\$9,683.45	112.60%	\$1,083.45
355.08	LIQUOR LICENSE	\$1,000.00	\$1,000.00	100.00%	\$0.00
355.13	FOREIGN FIRE	\$237,000.00	\$135,616.31	57.22%	(\$101,383.69)
355.14	FEMA REIMBURSEMENT	\$0.00	\$22,515.78	n/a	\$22,515.78
355.15	ACT 537 PLANNING COST REIMB.	\$36,000.00	\$0.00	0.00%	(\$36,000.00)
355.16	PENNDOT STOOPVILLE REIMB.	\$166,000.00	\$168,131.07	101.28%	\$2,131.07
361.10	ADMINISTRATIVE EARNINGS	\$10,000.00	\$6,097.63	60.98%	(\$3,902.37)
361.20	JOINT VALIDITY REIMBURSEMENT	\$0.00	\$0.00	n/a	\$0.00
361.30	LEGAL REVIEW FEES	\$36,000.00	\$11,856.50	32.93%	(\$24,143.50)
361.31	SUBDIVISION FEES	\$12,000.00	\$5,600.00	46.67%	(\$6,400.00)
361.31-001	SUBDIVISION FEES-REINSPECTION FEES	\$0.00	\$0.00	n/a	\$0.00

BUDGET vs ACTUAL

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Revenue					
361.32	ENGR. REVIEW FEES	\$130,000.00	\$32,856.46	25.27%	(\$97,143.54)
361.32-001	BIDDING DOCUMENT FEES	\$0.00	\$0.00	n/a	\$0.00
361.33	ZONING PERMITS	\$36,000.00	\$48,275.00	134.10%	\$12,275.00
361.33S	SIGN PERMITS	\$0.00	\$1,500.00	n/a	\$1,500.00
361.34	ZONING HEARING BOARD FEES	\$12,000.00	\$4,850.00	40.42%	(\$7,150.00)
361.40	CELL TOWER CONSULTANT FEES		\$0.00		
361.41	WATER/SEWER CONSULTANT FEES	\$30,000.00	\$9,128.87	30.43%	(\$20,871.13)
361.50	SALE OF TWP PROPERTY	\$3,000.00	\$9,200.00	306.67%	\$6,200.00
362.11	POLICE EARNINGS	\$3,500.00	\$2,747.75	78.51%	(\$752.25)
362.41	BUILDING PERMITS	\$95,000.00	\$71,751.03	75.53%	(\$23,248.97)
362.41-001	REINSPECTION FEES	\$2,800.00	\$1,625.00	58.04%	(\$1,175.00)
362.43	PLUMBING PERMITS	\$18,000.00	\$19,594.00	108.86%	\$1,594.00
362.44	ELECTRICAL PERMITS	\$3,600.00	\$5,450.00	151.39%	\$1,850.00
362.45	OCCUPANCY PERMITS	\$13,000.00	\$12,855.00	98.88%	(\$145.00)
362.45A	USE & OCCUPANCY PERMITS	\$0.00	\$0.00	n/a	\$0.00
362.45C	ON-LOT HAULERS FEES	\$2,700.00	\$1,800.00	66.67%	(\$900.00)
362.46	ALARM PERMITS	\$19,000.00	\$18,850.00	99.21%	(\$150.00)
362.46B	WELL PERMITS	\$3,500.00	\$6,255.00	178.71%	\$2,755.00
362.47	SEWAGE PLANNING MODULE FEE	\$3,600.00	\$2,675.00	74.31%	(\$925.00)
362.48	PLAN/ZONE MISC REV.	\$200.00	\$1,453.65	726.83%	\$1,253.65
362.49	PROFESSIONAL SERVICES	\$62,000.00	\$33,200.00	53.55%	(\$28,800.00)
362.50	DEMOLITION PERMITS	\$6,400.00	\$11,870.00	185.47%	\$5,470.00
363	SNOW REMOVAL CONTRACT	\$21,500.00	\$22,253.31	103.50%	\$753.31
363.50	HIGHWAY DEPT. EARNINGS	\$250.00	\$1,014.00	405.60%	\$764.00
363.51	COPS GRANT	\$0.00	\$0.00	n/a	\$0.00
363.52	CO-OP POLICE DEPT. WORK	\$4,000.00	\$5,379.69	134.49%	\$1,379.69
363.53	D.A.R.E DONATIONS	\$500.00	\$0.00	0.00%	(\$500.00)
363.54	BOOKING CENTER FEES	\$19,000.00	\$27,893.76	146.81%	\$8,893.76
363.55	BULLET-PROOF VEST GRANT	\$1,200.00	\$370.44	30.87%	(\$829.56)
363.56	COMMUNITY REVIT. ASST. GRANT	\$0.00	\$0.00	n/a	\$0.00
367	REVOLUTIONARY RUN FEES	\$0.00	\$0.00	n/a	\$0.00
379	OTHER CHARGES FOR SERVICES	\$0.00	\$30,630.26	n/a	\$30,630.26
380	MISCELLANEOUS REVENUE	\$1,300.00	\$1,358.08	104.47%	\$58.08
380A	CABLE TV	\$200,000.00	\$206,818.14	103.41%	\$6,818.14
380D	DEVELOPER DONATIONS	\$10,000.00	\$0.00	0.00%	(\$10,000.00)
380T	MODEL RAILROAD DONATIONS		\$0.00		
380V	VENDING MACHINE REVENUES		\$0.00		
389	STD/WORKER'S COMP. REIMBURSEMENT	\$0.00	\$78,886.08	n/a	\$78,886.08
390D	DEVELOP. ESCROW REFUNDS	\$0.00	\$0.00	n/a	\$0.00
390M	DEVELOPER MAINTENANCE GUARANTEES ESCROWS		\$0.00		
390S	STORMWATER MGMT IMPROVEMENTS		\$0.00		
392	CABLE FUND TRANSFER	\$0.00	\$0.00	n/a	\$0.00
392A	MISC. SIDE FUND CLOSEOUTS	\$0.00	\$0.00	n/a	\$0.00

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

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Contents: Budget vs Actual Format, FundID >= First, Accounts >= "301.10A" And <= "492D", All Sub Accounts, Including Inactive Accounts, Excluding Encumbrances

Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Revenue					
392P	PARK/REC CREDIT CARD TRANSFERS	\$0.00	\$0.00	n/a	\$0.00
394A	MISCELLANEOUS REFUNDS	\$500.00	\$750.82	150.16%	\$250.82
394F	FLOODPLAIN MGMT REIMBURSEMENT		\$0.00		
394G	GATEWAY GRANT	\$0.00	\$0.00	n/a	\$0.00
394P	PENSIONS	\$145,000.00	\$157,348.83	108.52%	\$12,348.83
394R	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
394SW	SOLID WASTE/RECYCLING	\$15,000.00	\$0.00	0.00%	(\$15,000.00)
395	REFUND OF PRIOR YR EXPEND	\$0.00	\$13,437.00	n/a	\$13,437.00
Total		\$5,196,520.00	\$5,063,500.94	97.44%	(\$133,019.06)
Total Revenue		\$5,196,520.00	\$5,063,500.94	97.44%	(\$133,019.06)
Expense					
400	BANK	\$0.00	\$126.85	n/a	(\$126.85)
400.113	BOARD SALARY	\$6,000.00	\$4,100.00	68.33%	\$1,900.00
400.121	ADMIN. STAFF & MGR PAY	\$323,021.00	\$292,116.34	90.43%	\$30,904.66
400.121A	TWP DEF. COMP. CONTR.	\$0.00	\$0.00	n/a	\$0.00
400.121B	CAR ALLOWANCE	\$0.00	\$3,599.96	n/a	(\$3,599.96)
400.122	ADMIN. OVERTIME	\$1,500.00	\$1,836.00	122.40%	(\$336.00)
400.140	PART TIME HELP	\$0.00	\$0.00	n/a	\$0.00
400.192	SCHOOLS/CONFERENCES	\$3,000.00	\$1,510.14	50.34%	\$1,489.86
400.210	ADMIN MATL & SUPPLIES	\$5,500.00	\$5,535.81	100.65%	(\$35.81)
400.311	AUDIT	\$23,500.00	\$19,550.00	83.19%	\$3,950.00
400.312	WATER/SEWER ENGR TWP	\$35,000.00	\$30,684.37	87.67%	\$4,315.63
400.313	ENGINEERING TOWNSHIP	\$125,000.00	\$110,039.98	88.03%	\$14,960.02
400.313A	ENGR. DEVELOPMENT	\$0.00	\$0.00	n/a	\$0.00
400.321	LEGAL TOWNSHIP	\$80,000.00	\$70,263.16	87.83%	\$9,736.84
400.331	ADMIN. VEHICLE EXPENSE	\$250.00	\$228.40	91.36%	\$21.60
400.340	ADMIN. ADVER/PRINTING	\$10,000.00	\$6,172.14	61.72%	\$3,827.86
400.350	ADMIN. INSURANCE BOND	\$1,500.00	\$750.00	50.00%	\$750.00
400.374	ADMIN. MAINT/REPAIRS	\$14,000.00	\$17,596.40	125.69%	(\$3,596.40)
400.460	ADMIN. GENERAL EXPENSE	\$8,000.00	\$13,777.86	172.22%	(\$5,777.86)
400.750	ADMIN. MINOR EQUIPMENT	\$2,000.00	\$1,145.00	57.25%	\$855.00
403.114	TAX COLLECTOR PAY	\$19,669.00	\$19,669.08	100.00%	(\$0.08)
403.115	TAX COLLECTOR E.I.T.	\$49,000.00	\$42,631.22	87.00%	\$6,368.78
403.225	TAX COLL MATL/SUPP.	\$5,000.00	\$4,869.27	97.39%	\$130.73
403.350	TAX COLLECTOR BOND	\$0.00	\$0.00	n/a	\$0.00
407.319	WEBSITE/BROADCAST MTGS	\$15,000.00	\$19,239.84	128.27%	(\$4,239.84)
409.140	BLDG CUSTODIAN	\$11,000.00	\$8,413.32	76.48%	\$2,586.68
409.215	BLDG MATLS & SUPPLIES	\$6,000.00	\$5,255.59	87.59%	\$744.41
409.230	BLDG UTILITIES/FUEL	\$45,000.00	\$28,762.34	63.92%	\$16,237.66

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Expense					
409.300	ARCHITECT		\$0.00		
409.321	BLDG TELEPHONE	\$25,000.00	\$23,801.55	95.21%	\$1,198.45
409.341	BLDG POSTAGE	\$5,000.00	\$4,759.01	95.18%	\$240.99
409.361	BLDG ELECTRIC	\$45,000.00	\$29,250.95	65.00%	\$15,749.05
409.373	BLDG MAINT. & REPAIRS	\$40,000.00	\$40,150.58	100.38%	(\$150.58)
409.374	BLDG STP TESTS	\$200.00	\$260.00	130.00%	(\$60.00)
409.375	BLDG VENDING MACHINE	\$0.00	\$0.00	n/a	\$0.00
409.460	BLDG GENERAL EXPENSE	\$0.00	\$0.00	n/a	\$0.00
409.500	MODEL RAILROAD EXPENSES		\$0.00		
409.600	BLDG CAPITAL CONSTR.		\$0.00		
409.750	BLDG MINOR EQUIPMENT	\$2,000.00	\$1,209.95	60.50%	\$790.05
409.750A	BLDG OFC FURN/COMPUTERS	\$2,000.00	\$1,256.25	62.81%	\$743.75
410.122	POL ADMIN/CLERICAL PAY	\$160,862.00	\$157,261.70	97.76%	\$3,600.30
410.132	PATROLMEN PAY	\$1,252,733.00	\$1,154,968.94	92.20%	\$97,764.06
410.132A	RETROACTIVE PAY	\$0.00	\$0.00	n/a	\$0.00
410.132B	LONGEVITY/EDUCAT. PAY	\$0.00	\$32,150.00	n/a	(\$32,150.00)
410.132C	COPS GRANT OFFICERS	\$0.00	\$0.00	n/a	\$0.00
410.132M	MOTOR CARRIER TASK FORCE O/T	\$1,000.00	\$0.00	0.00%	\$1,000.00
410.132P	P/T PATROLMEN PAY	\$0.00	\$0.00	n/a	\$0.00
410.132T	TRAFFIC SAFETY DETAIL O/T	\$3,500.00	\$449.76	12.85%	\$3,050.24
410.134	ANIMAL CONTROL PAY	\$3,500.00	\$2,750.00	78.57%	\$750.00
410.183	POLICE OVERTIME	\$80,000.00	\$87,641.40	109.55%	(\$7,641.40)
410.192	POLICE SCHOOLING	\$55,000.00	\$25,888.38	47.07%	\$29,111.62
410.210	POLICE MATL/SUPPLIES	\$9,000.00	\$8,110.87	90.12%	\$889.13
410.231	POLICE VEHICLE GAS/OIL	\$53,000.00	\$52,865.13	99.75%	\$134.87
410.238	POLICE UNIFORMS	\$25,000.00	\$26,205.53	104.82%	(\$1,205.53)
410.239	PATROL CAR TIRES	\$3,000.00	\$2,444.12	81.47%	\$555.88
410.239A	POLICE AMMO/FLARES	\$21,000.00	\$16,926.62	80.60%	\$4,073.38
410.314	POLICE LEGAL	\$25,000.00	\$42,798.50	171.19%	(\$17,798.50)
410.331	ANIMAL CONTROL VEHICLE	\$0.00	\$0.00	n/a	\$0.00
410.371	CAPITAL PURCH-VEHICLE	\$0.00	\$0.00	n/a	\$0.00
410.372	CAPITAL PURCH - RADIO	\$1,000.00	\$1,640.80	164.08%	(\$640.80)
410.372A	CAPITAL PURCH-SCALES	\$0.00	\$0.00	n/a	\$0.00
410.372B	CAPITAL PURCH-VASCAR	\$1,000.00	\$0.00	0.00%	\$1,000.00
410.372C	CAPITAL PURCH-COMPUTR	\$35,000.00	\$27,010.87	77.17%	\$7,989.13
410.373	BREATHALIZER	\$0.00	\$0.00	n/a	\$0.00
410.374	POLICE VEHICLE MAINT.	\$20,000.00	\$16,330.32	81.65%	\$3,669.68
410.375	POLICE CAR CALIBRATION	\$2,500.00	\$2,191.15	87.65%	\$308.85
410.450	POLICE CAR WASH	\$2,100.00	\$2,000.00	95.24%	\$100.00
410.460	POLICE GENERAL EXPENSE	\$2,500.00	\$1,838.65	73.55%	\$661.35
410.462	POLICE PHYSICAL EXAMS	\$1,500.00	\$1,857.70	123.85%	(\$357.70)
410.470	POLICE INVESTIGATIONS	\$1,000.00	\$407.90	40.79%	\$592.10
410.540-001	D.A.R.E.	\$1,500.00	\$1,525.42	101.69%	(\$25.42)
410.540-002	COMMUNITY POLICING	\$1,000.00	\$880.91	88.09%	\$119.09

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Expense					
410.540-003	TRAFFIC SAFETY UNIT	\$1,500.00	\$1,383.97	92.26%	\$116.03
410.541	SPECIAL REACTION TEAM	\$3,000.00	\$3,000.00	100.00%	\$0.00
410.542	COMMUNITY REVIT. PROGRAM	\$0.00	\$0.00	n/a	\$0.00
410.750	POLICE MINOR EQUIPMENT	\$5,500.00	\$3,379.58	61.45%	\$2,120.42
411.130	FIRE MARSHAL PAY	\$23,732.00	\$23,731.50	100.00%	\$0.50
411.150	FIRE WORKERS COMP.	\$9,000.00	\$12,000.00	133.33%	(\$3,000.00)
411.212	FIRE MATLS & SUPPLIES	\$800.00	\$894.35	111.79%	(\$94.35)
411.331	FIRE MILEAGE	\$300.00	\$592.58	197.53%	(\$292.58)
411.373	FIRE MAINT. & REPAIR	\$0.00	\$0.00	n/a	\$0.00
411.460	FIRE GENERAL EXPENSE	\$800.00	\$760.60	95.08%	\$39.40
411.5	FIRE RELIEF FUND	\$237,000.00	\$135,616.31	57.22%	\$101,383.69
411.740	EMERGENCY-CAPITAL EQ.	\$500.00	\$377.85	75.57%	\$122.15
414.130	CODE ENFORCEMENT PAY	\$157,000.00	\$155,711.49	99.18%	\$1,288.51
414.131	CODE OVERTIME	\$400.00	\$165.00	41.25%	\$235.00
414.141	INSPECTION SERVICE	\$16,000.00	\$11,060.00	69.13%	\$4,940.00
414.210	CODE MATLS & SUPPLIES	\$2,200.00	\$2,023.75	91.99%	\$176.25
414.313	CODE ENGINEERING TWP	\$0.00	\$0.00	n/a	\$0.00
414.313-001	CODE ENGINEERING TWP-TRAFFIC ENGINEER	\$0.00	\$0.00	n/a	\$0.00
414.313-002	CODE WATER/SEWER ENGR.-HYDRO	\$0.00	\$0.00	n/a	\$0.00
414.313-003	CODE ENGINEERING TWP-COMMUNICATIONS ENGR	\$0.00	\$0.00	n/a	\$0.00
414.313A	CODE ENGR. DEVELOPER (REIMB.)	\$130,000.00	\$68,163.51	52.43%	\$61,836.49
414.313A-001	CODE WATER/SEWER ENGR. (REIMB.)	\$30,000.00	\$3,390.18	11.30%	\$26,609.82
414.314	CODE LEGAL TOWNSHIP	\$0.00	\$0.00	n/a	\$0.00
414.314-001	CODE LEGAL TOWNSHIP-VALIDITY CHALLENGES	\$0.00	\$0.00	n/a	\$0.00
414.314-002	CODE LEGAL TOWNSHIP-PLANNING COMMISSION	\$5,000.00	\$4,930.00	98.60%	\$70.00
414.314-003	CODE LEGAL TOWNSHIP-SALDO	\$0.00	\$0.00	n/a	\$0.00
414.314A	CODE LEGAL DVLPMNT	\$36,000.00	\$18,841.80	52.34%	\$17,158.20
414.314B	DOLINGTON LAND CHALLENGE	\$0.00	\$0.00	n/a	\$0.00
414.315	CODE COMMUNITY PLANNER	\$0.00	\$0.00	n/a	\$0.00
414.315A	WC GATEWAY PROJECT-CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
414.315B	WC GATEWAY PROJECT - INSPECTION	\$0.00	\$0.00	n/a	\$0.00
414.315C	STOOPVILLE RD PRELIMINARY ENGR.	\$136,000.00	\$101,784.64	74.84%	\$34,215.36
414.315D	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
414.316	JOINT PLAN	\$6,500.00	\$3,720.00	57.23%	\$2,780.00
414.316-001	JOINT PLAN-GRANT EXPENSES		\$0.00		
414.317	JOINT VALIDITY CHLNGE	\$0.00	\$0.00	n/a	\$0.00
414.318	SOLID WASTE/RECYCLING	\$200.00	\$245.70	122.85%	(\$45.70)
414.318A	TRAFFIC IMPACT STUDY	\$0.00	\$0.00	n/a	\$0.00
414.319	GIS/SOFTWARE	\$2,800.00	\$2,675.00	95.54%	\$125.00
414.321	UNIFORM CONSTRUCTION CODE FEES	\$400.00	\$104.00	26.00%	\$296.00
414.322	BLDG PLAN REVIEW REFUND	\$2,500.00	\$6,157.85	246.31%	(\$3,657.85)

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Expense					
414.340	CODE ADVERT./PRINTING	\$2,000.00	\$1,343.92	67.20%	\$656.08
414.374	CODE VEHICLE MAINT.	\$600.00	\$622.45	103.74%	(\$22.45)
414.400	CREDIT CARD FEES	\$600.00	\$756.21	126.04%	(\$156.21)
414.460	CODE GENERAL EXPENSE	\$1,500.00	\$1,366.52	91.10%	\$133.48
414.461	ENVIRON. ADVISORY COM.	\$1,000.00	\$594.20	59.42%	\$405.80
414.461-001	ENVIRON. ADVISORY COM.-DEER MANAGEMENT	\$0.00	\$0.00	n/a	\$0.00
414.461-002	ENVIRON. ADVISORY COM.-RIPARIAN LEGAL EXPENSES	\$0.00	\$0.00	n/a	\$0.00
414.461-003	ENVIRON. ADVISORY COM.-RIPARIAN ENGR. EXPENSES	\$0.00	\$0.00	n/a	\$0.00
414.462	AGRICULTURAL SECURITY BOARD	\$0.00	\$0.00	n/a	\$0.00
414.463	AERIAL DIGITAL MAPPING	\$0.00	\$0.00	n/a	\$0.00
414.750	CODE MINOR EQUIPMENT	\$1,500.00	\$469.99	31.33%	\$1,030.01
414ZHB	ZONING HEARING BOARD	\$20,000.00	\$9,556.80	47.78%	\$10,443.20
430.231	ROAD VEHICLE GAS & OIL	\$22,000.00	\$14,543.07	66.10%	\$7,456.93
430.238	ROAD UNIFORMS	\$4,500.00	\$3,141.27	69.81%	\$1,358.73
430.260	ROAD MATERIAL & TOOLS	\$2,000.00	\$1,808.95	90.45%	\$191.05
430.371	TREE MAINTENANCE	\$25,000.00	\$16,667.00	66.67%	\$8,333.00
431	ROAD SNOW REMOVAL CONTRAC	\$12,500.00	\$1,260.00	10.08%	\$11,240.00
433	TRAFFIC LIGHT	\$0.00	\$1,904.97	n/a	(\$1,904.97)
438.01	ROAD MATERIAL STONE/OIL	\$170,000.00	\$92,348.24	54.32%	\$77,651.76
438.145	PUBLIC WORKS PAY	\$328,058.00	\$281,647.16	85.85%	\$46,410.84
438.145A	ROAD ACTING SUPV. PAY	\$0.00	\$0.00	n/a	\$0.00
438.460	ROAD GENERAL EXPENSE	\$3,000.00	\$1,658.97	55.30%	\$1,341.03
438.70	ROAD MAJOR EQUIPMENT	\$0.00	\$0.00	n/a	\$0.00
439	ROAD - CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
452.210	PARK/REC REV. RUN	\$250.00	\$250.00	100.00%	\$0.00
452.325	PARK/REC POSTAGE		\$0.00		
452.373	STREETSCAPE MAINTENANCE	\$10,000.00	\$1,913.60	19.14%	\$8,086.40
452.460	PARK/REC GENERAL EXPENSE	\$0.00	\$0.00	n/a	\$0.00
452.530	PARK CONTRIBUTIONS	\$40,000.00	\$40,000.00	100.00%	\$0.00
452.531	CREDIT CARD DONATIONS	\$0.00	\$0.00	n/a	\$0.00
481.50	CONTRIBUTIONS	\$9,500.00	\$9,500.00	100.00%	\$0.00
482	JUDGEMENTS AND LOSSES	\$0.00	\$0.00	n/a	\$0.00
483.001	MUNICIPAL RETIREMENT	\$153,000.00	\$130,177.36	85.08%	\$22,822.64
483.002	POLICE PENSION	\$221,000.00	\$179,055.19	81.02%	\$41,944.81
484	WORKERS COMPENSATION	\$90,732.00	\$78,732.00	86.77%	\$12,000.00
485	UNEMPLOYMENT COMPENSATION	\$15,500.00	\$14,951.70	96.46%	\$548.30
486.100	HEP B VACCINATION	\$0.00	\$0.00	n/a	\$0.00
486.153	MUNICIPAL LIABILITY	\$0.00	\$0.00	n/a	\$0.00
486.351	AUTO INSURANCE	\$0.00	\$0.00	n/a	\$0.00
486.352	ERRORS & OMISSIONS	\$0.00	\$0.00	n/a	\$0.00
486.353	POLICE PROFESSIONAL	\$0.00	\$0.00	n/a	\$0.00
486.354	UMBRELLA	\$0.00	\$0.00	n/a	\$0.00

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Expense					
486.355	GENERAL LIABILITY	\$70,297.00	\$74,630.00	106.16%	(\$4,333.00)
486.356	POLLUTION LIABILITY	\$0.00	\$0.00	n/a	\$0.00
486.357	ADOPT-A-ROAD ACCIDENT	\$0.00	\$0.00	n/a	\$0.00
486.460	HISTORIC GENERAL EXP.	\$50.00	\$0.00	0.00%	\$50.00
487	HEALTH INSURANCE	\$647,000.00	\$552,251.33	85.36%	\$94,748.67
488	LIFE INSURANCE	\$10,000.00	\$9,115.82	91.16%	\$884.18
488A	SHORT TERM DISABILITY	\$17,000.00	\$11,352.47	66.78%	\$5,647.53
488B	LONG TERM DISABILITY	\$7,000.00	\$6,021.15	86.02%	\$978.85
489	FICA	\$152,359.00	\$144,279.38	94.70%	\$8,079.62
489.01	TRANSFER - NONPOLICE	\$58,000.00	\$61,366.04	105.80%	(\$3,366.04)
489.02	TRANSFER - POLICE	\$90,000.00	\$95,982.79	106.65%	(\$5,982.79)
489A	MEDICARE	\$35,717.00	\$31,161.10	87.24%	\$4,555.90
490	CAPITAL RESERVE	\$0.00	\$0.00	n/a	\$0.00
491	OPERATING RESERVE	\$0.00	\$0.00	n/a	\$0.00
491A	LITIGATION RESERVE	\$0.00	\$0.00	n/a	\$0.00
491B	TAX REFUNDS	\$500.00	\$78.85	15.77%	\$421.15
491C	OPEN SPACE TRANSFER		\$0.00		
491D	DEVELOPER ESCROW REFUNDS	\$0.00	\$0.00	n/a	\$0.00
491E	REFUND OF PRIOR YEAR REVENUES	\$0.00	\$0.00	n/a	\$0.00
492	TRANSFER - REPETITIVE FLOOD GRANT PROGRAM	\$0.00	\$0.00	n/a	\$0.00
492A	TRANSFER - BLDG DEBT SERV		\$0.00		
492B	TRANSFER - MISCELLANEOUS	\$0.00	\$0.00	n/a	\$0.00
492C	TRANSFER - STATE GRANTS 4	\$0.00	\$0.00	n/a	\$0.00
492D	TRANSFER - BLDG CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
Total		\$5,699,130.00	\$4,905,924.19	86.08%	\$793,205.81
Total Expense		\$5,699,130.00	\$4,905,924.19	86.08%	\$793,205.81
Net:		(\$502,610.00)	\$157,576.75	-31.35%	\$660,186.75