

**Upper Makefield Township Board of Supervisors**  
**October 18, 2016 Meeting Minutes**

The October 18, 2016 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 Tom Cino, Treasurer Mary Ryan, Member Diana Nolan and Member Mike Tierney. Also in attendance were Interim Township Manager David Nyman, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., Director of Planning & Zoning Dave Kuhns and Sergeant Richard Kraus.

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**

- The National Drug Takeback event will be held on October 22. Drop off unused or expired medication at the Upper Makefield Police Department from 10-2 for proper disposal.
- An E-Waste Recycling event is scheduled at Council Rock South on Nov 12 from 9 am - 1 pm. Visit the Council Rock website for more information.
- Budget Workshops are scheduled for Oct 20 and Oct 25 at the Township building. Both meetings begin at 7 pm.
- An Executive Session was held prior to tonight's meeting for personnel matters.

**PUBLIC COMMENT**

Ann Marie Murray, Brownsburg Road, reviewed the last five years and the Township's inability to retain a manager, suggesting that the Board's efforts to pay a manager as little as possible has not proven successful, and that the Board should make an effort to secure a more motivated individual going forward.

Dan Johansson, Upper Makefield, requested an update on the status of the New Jersey reciprocity agreement. He suggested attempting to seek employment information from the state Department of Revenue. He also inquired about the status of the gas and oil drilling ordinance and the soils ordinance.

Ron Smolow, 3 Three Ponds Lane, requested that the numerous undedicated roads in Township developments be included for snow plowing by the Township as everyone pays the same taxes. He also expressed concern regarding a zoning permit application for the construction of a warehouse in his neighborhood and requested to be advised should the permit receive approval. He further noted that political signage is a first amendment right to expression and people should respect them and not remove those of others.

**APPROVAL OF MINUTES AND BILLS PAYABLE**

A motion was made by Mr. Cino and was seconded by Ms. Ryan to approve the October 4, 2016 Budget Workshop meeting minutes. Motion carried by unanimous vote.

A motion was made by Mr. Cino and was seconded by Ms. Ryan to approve the October 4, 2016 meeting minutes. Motion carried by unanimous vote.

Mr. Rattigan presented the bills list for October 18, 2016. A motion was made by Mr. Cino and was seconded by Ms. Nolan to approve the August 16, 2016 Bills Payable List in the amount of \$186,210.98. Motion carried by unanimous vote.

### **PLANNING AND ZONING ISSUES**

#### **FEMA Community Rating System Update**

Mr. Kuhns provided an update on the FEMA Community Rating System, which encourages floodplain management activities and may result in reduced flood insurance premiums for residents. The Township has received notification that it is now eligible to participate in the Community Rating System and potentially earn a reduction in flood insurance costs.

#### **Signage Update**

Mr. Kuhns provided an update on concerns raised at the last meeting regarding business signs or lettering on vehicles in parking lots. He referenced the JMZO which prohibits lettering or signs on vehicles where the vehicle is abandoned or not moved. Mr. Kuhns said that currently all businesses in the Township use their vehicles.

### **SOLICITOR'S REPORT**

There was no Solicitor's Report.

### **INTERIM MANAGER'S REPORT**

#### **Bee, Bergvall & Co. 2017 Audit Proposal**

Mr. Nyman provided an overview of the 2017 Audit Proposal from Bee, Bergvall & Co. to provide financial audit services for the year ended 2016 at a cost not to exceed \$20,500. Ms. Nolan said that at her new supervisor training, PSATS recommended changing auditors periodically to protect against potential fraud. She also suggested that the Township consider the cost of a more thorough examination of all Township transactions.

Mr. Tierney stated that he believes the elected auditors should not have to file Right-to-Know requests to review financial information, and he asked why the Township does not make use of our elected Township auditors.

Ms. Ryan suggested adding an option to an RFP requesting a separate cost for a higher level of examination of Township transactions. A motion was made by Ms. Ryan and seconded by Ms. Nolan to advertise an RFP for auditors with an option for a more thorough examination of all Township transactions. Following discussion, the motion carried by a unanimous vote.

Mr. Rattigan suggested reviewing which auditors are used by other Townships and their methodology. Mr. Nyman said that when the RFP is issued, he would specifically circulate to auditors currently serving other Bucks County municipalities.

Dan Johansson, Upper Makefield, stated that a 100% review is not needed and that even 25% would be excessive. He suggested a 5% level of examination of Township transactions.

A motion was made by Mr. Tierney to allow the elected auditors to review financial information without submitting a Right-to-Know request. The motion died for lack of a second.

### **Authorization to advertise a Sludge Removal Bid**

A motion was made by Mr. Cino and seconded by Ms. Ryan to authorize the advertisement of the 2017 Sludge Removal Bid. The motion carried by a unanimous vote.

### **Government Channel Content**

Ms. Nolan requested information regarding the contents that are broadcast on the government channel and inquired about adding more community news, events, activities and reports. Ms. Ryan indicated that most of those things are currently on our website and suggested considering adding that information to the broadcast. Mr. Nyman was directed to follow up on the concern.

### **ENGINEER'S REPORT**

#### **2016 Road Project – Change Order #4**

Mr. Young provided an update of the project and recommended approval of Change Order #4 reducing the amount by \$5,886.10. With no discussion, a motion was made by Ms. Ryan, which was seconded by Ms. Nolan to approve Change Order #4 in the amount of \$5,886.10. Motion carried by a unanimous vote.

#### **2016 Road Project – Payment Request #2**

Mr. Young recommended approval of Payment Request #2 in the amount of \$136,155.69. With no discussion, a motion was made by Ms. Ryan and seconded by Ms. Nolan to approve Payment Request #2 in the amount of \$136,155.69. Motion carried by a unanimous vote.

#### **Dutchess Farm Estates Construction Escrow Release #7**

Mr. Young provided an update of the project and recommended approval of Escrow Release #7 in the amount of \$504,974.50. With no discussion, Ms. Nolan made a motion which was seconded by Ms. Ryan to approve Construction Escrow Release #7 in the amount of \$504,974.50. Motion carried by a unanimous vote.

#### **Dutchess Farm Estates Sewage Treatment Plant Improvement Escrow Release #6**

Mr. Young provided an update of the project and recommended approval of Escrow Release #6 in the amount of \$82,592.00. With no discussion, a motion was made by Ms. Nolan and was seconded by Ms. Ryan to approve Escrow Release #6 in the amount of \$82,592.00. Motion carried by a unanimous vote.

#### **Enclave Construction Escrow Release #3**

Mr. Young provided an update of the project and recommended approval of Escrow Release #3 in the amount of \$218,968.00. With no discussion, a motion was made by Ms. Ryan and was seconded by Ms. Nolan to approve Escrow Release #3 in the amount of \$218,968.00. Motion carried by a unanimous vote.

Mr. Young then noted that his monthly Engineer's Report was included in Board packets. Ms. Nolan requested an update on the status of the pipe repair at Taylorsville Road and Rt. 532. Mr. Young will research and provide an update.

### **BOARD AND COMMISSION REPORTS**

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

- Environmental Advisory Council – August 9, 2016
- Historical Advisory Commission – September 12, 2016
- Park and Recreation Board – August 8, 2016
- Planning Commission – August 24, 2016
- Financial Advisory Committee – August 10, 2016

### **DEPARTMENT REPORTS**

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

- Planning and Zoning Department
- Finance Department Report
- Fire Department Reports
- Ambulance Report
- Fire Marshal Report
- Police Department Report
- Public Works Department Report

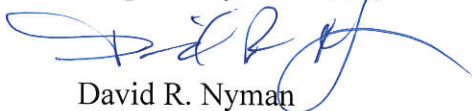
### **PUBLIC COMMENT**

No additional public comment.

### **ADJOURNMENT**

A motion was made by Ms. Ryan and seconded by Ms. Nolan to adjourn at 8:23 p.m. Motion carried on unanimous vote.

Respectfully submitted,



David R. Nyman

Interim Township Manager

Approved: November 1, 2016

**OCTOBER 2016 GENERAL FUND BILLS - 10/18/16**

ACCT #	COMPANY NAME	AMOUNT	COMMENTS
410.192	Bode Cellmark Forensics	\$1,150.00	annual investigator's DNA Conference - 4 attendees
400.374	CIT Technology	\$555.74	copier rental
400.312	CKS Engineers	\$1,109.00	engineering fees
414.313A-1	" "	\$2,925.00	" "
430.238	Clemens	\$78.50	P. W. uniform rental
409.321	Comcast	\$16.90	PD video account
409.321	Comcast	\$149.20	phone service/internet service P. W. Bldg.
409.373	Cooper Pest Solutions	\$39.00	exterior program
414.460	County of Bucks	\$1,144.94	2016 Hazardous Household Waste Program
400.340	Courier Times	\$495.63	advertising
414ZHB	" "	\$1,499.76	" "
409.140	Coverall	\$1,060.00	cleaning service
487	DVHT	\$56,496.92	health insurance premium
414ZHB	Donna DeAngelis-Lehmann	\$220.00	court reporter - ZHB
486.355	Delaware Valley Insurance Trust	\$17,094.00	4th qtr. premium
484.000	Delaware Valley Workers Compensation	\$21,513.00	4th qtr. premium
411.150	" "	\$5,214.00	" "
403.225	Nicholas Ettorre	\$247.55	September 2016 expenses
400.314	Grim, Biehn & Thatcher	\$7,905.00	legal fees
414.314A	" "	\$448.00	" "
414.314-2	" "	\$300.00	" "
414.340	Joint Zoning Council	\$695.00	Joint Municipal Zoning Ordinance supplements
411.331	John Kernan	\$36.18	mileage reimbursement
409.373	Kencor Elevator Systems	\$180.00	monthly elevator maintenance P. D. Bldg.
410.374	Kerrigan's Sunoco	\$303.62	repairs to P. D. vehicles
403.115	Keystone Collections Group	\$1,203.20	EIT tax collector
414ZHB	MacEiree Harvey, Ltd.	\$547.39	refund balance of ZHB app. fee - app. withdrawn
400.210	Newtown Office Supply	\$37.48	office supplies
410.210	" "	\$199.65	" "
414.210	" "	\$70.43	" "
409.215	" "	\$36.33	bldg. supplies
411.460	PABCO	\$74.00	annual membership 10/1/16 - 9/30/17 Fire Marshal
409.321	PA One Call	\$84.26	monthly notifications - 9/2016
410.231	Riggins	\$508.66	unleaded gasoline
430.231	" "	\$505.61	diesel
407.319	Ron Skotleski Video Productions	\$950.00	producer fee /budget/BoS Mtg. 10/4/16/repairs/config.
409.373	Smith's Yardville Supply	\$71.73	Police Bldg. Kevlar panels - install./PW Bldg. repair
411.212	Staples Credit Plan	\$136.99	office supplies
409.373	Townscapes	\$810.00	mowing/weeding of beds Twp. Complex/bike path
452.373	" "	\$50.00	weeding planting islands/tree bases Streetscape
410.470	TransUnion	\$25.00	police investigations
400.313	Tri-State Engineers	\$15,287.85	engineering fees
414.313A	" "	\$3,680.50	" "
<b>TOTAL</b>		<b>\$145,156.02</b>	

\*\*FOR BOARD APPROVAL

OCTOBER 2016 LIQUID FUELS BILLS - 10/18/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
437	Kerrigan's Sunoco	\$903.14	vehicle repairs
437	NAPA Auto Parts	\$48.22	tailgate repair/trailer bulb
434SL	PECO	\$124.48	street lighting
433TL	PECO	\$25.11	traffic lighting
437	Praxair	\$52.11	cylinder rental
437	Smith's Yardville Supply	\$52.26	shop supplies
	TOTAL	\$1,205.32	

\*\*PAID INTERIMLY

OCTOBER 2016 PARK & REC BILLS - 10/18/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Coverall	\$520.00	cleaning of park bldgs.
452.250	EPA Water Consultants	\$622.90	Br. Park irrig. sys. repair
452.250	Private Utility Enterprises	\$535.64	water sys. maint. - parks
452.250	Townscapes	\$2,300.00	mowing/weeding of parks
	<b>TOTAL</b>	<b>\$3,978.54</b>	

\*\*PAID INTERIMLY

OCTOBER 2016 PARK 3 YR CAP BILLS - 10/18/16

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
452.701	Pennoni	\$4,169.75	Brownsburg Park irrigation sys.
	<b>TOTAL</b>	<b>\$4,169.75</b>	

\*\*PAID INTERIMLY



OCTOBER 2016 WATER & SEWER BILLS - 10/18/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$739.75	engineering fees
429.371	Eurofins QC	\$248.00	testing
429.376	FRANC Environmental	\$1,535.32	sludge removal
429.314	Grim, Biehn & Thatcher	\$90.00	legal fees
429.210	Home Depot	\$27.95	supplies
429.100	Private Utility Enterprises	\$10,254.11	plant operator
429.374	Townscapes	\$440.00	mowing at plant
429.210	USA BlueBook	\$540.73	supplies
	TOTAL	\$13,875.86	

\*\*PAID INTERIMLY

OCTOBER 2016 RIPARIAN RESTORATION & PRESERVATION FUND - 10/18/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
461.372A	Land Studies	\$2,000.00	grant writing services - bal. due
	<b>TOTAL</b>	<b>\$2,000.00</b>	

\*\*PAID INTERIMLY  
\*OVER BUDGET

OCTOBER 2016 DUTCHESS FARM BILLS - 10/18/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.371	Eurofins QC	\$149.00	testing
429.100	Private Utility Enterprises	\$2,912.98	plant operator
429.210	" "	\$12.20	batteries
429.210	USA BlueBook	\$288.96	supplies
429.374	" "	\$1,371.79	plant maintenance
	<b>TOTAL</b>	<b>\$4,734.93</b>	

\*\*PAID INTERIMLY

OCTOBER 2016 CAPITAL RESERVE BILLS - 10/18/16

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
410.751	Carpino Painting	\$1,210.00	balance due for painting P. D. first floor
410.751	Tom the Carpet Guy	\$4,800.00	bal. for carpet repl. due to flood - ins. reimb.
	<b>TOTAL</b>	<b>\$6,010.00</b>	

\*\*PAID INTERIMLY

OCTOBER 2016 WATER/SEWER CAPITAL RESERVE BILLS - 10/18/16

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
429.740	CKS Engineers	\$1,335.88	engineering fees
	<b>TOTAL</b>	<b>\$1,335.88</b>	

\*\*PAID INTERIMLY

OCTOBER 2016 ENCLAVE BILLS - 10/18/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.371	Eurofins QC	\$415.00	testing
429.210	Home Depot	\$54.89	supplies
429.100	Private Utility Enterprises	\$3,080.09	plant operator - 2 mos.
429.374	USA BlueBook	\$194.70	plant maint.
	<b>TOTAL</b>	<b>\$3,744.68</b>	

\*\*PAID INTERIMLY

# BUDGET vs ACTUAL

## UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2016 To September, 2016

Contents: Budget vs Actual Format, FundID >= First, Accounts >= "301.10A" And <= "432E", All Sub Accounts, Including Inactive Accounts, Excluding Encumbrances

Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
<b>Equity</b>					
309 90	EQUITY		\$0.00		
Total			\$0.00		
Total Equity			\$0.00		
<b>Revenue</b>					
301.10A	CURRENT R.E. TAXES	\$0.00	\$0.00	n/a	\$0.00
301.10B	PRIOR YEAR R.E. TAXES	\$0.00	\$0.00	n/a	\$0.00
301.20A	INTERIM R.E. TAXES	\$1,000.00	\$0.00	0.00%	(\$1,000.00)
301.20B	INTERIM RE TAXES PR YRS	\$0.00	\$461.96	n/a	\$461.96
301.40A	DELINQUENT RE TAX PR YR	\$0.00	\$0.00	n/a	\$0.00
301.40B	DELINQUENT RE TAX CURNT	\$15,000.00	\$7,120.02	47.47%	(\$7,879.98)
301.70	BREACH R.E. TAXES	\$0.00	\$2,271.83	n/a	\$2,271.83
310.02B	PRIOR YEAR PER CAPITA	\$0.00	\$0.00	n/a	\$0.00
310.10	TRANSFER TAX R.E.	\$600,000.00	\$453,858.64	75.64%	(\$146,141.36)
310.20	EARNED INCOME TAX	\$3,800,000.00	\$3,460,224.15	91.06%	(\$339,775.85)
310.21	CURRENT E.I.T.	\$0.00	\$0.00	n/a	\$0.00
310.22	PRIOR YEAR E.I.T.	\$0.00	\$0.00	n/a	\$0.00
321.04	CERTIFICATE OF APPROP	\$140.00	\$0.00	0.00%	(\$140.00)
321.30	BUSINESS FEES	\$1,000.00	\$1,250.00	125.00%	\$250.00
321.35	FIRE PERMITS	\$4,000.00	\$3,815.00	95.38%	(\$185.00)
322.82	HIGHWAY ENCROACHMENT	\$12,000.00	\$7,608.80	63.41%	(\$4,391.20)
322.83	GRADING PERMITS	\$18,000.00	\$13,220.00	73.44%	(\$4,780.00)
322.84	GRADING ESCROWS/REINSP.	\$0.00	\$0.00	n/a	\$0.00
331.11	MOTOR VEHICLE VIOLATION	\$14,000.00	\$6,874.70	49.11%	(\$7,125.30)
331.12-001	VIOLATION OF ORDINANCES-POLICE	\$4,000.00	\$4,943.06	123.58%	\$943.06
331.12-002	VIOLATION OF ORDINANCES-CODE	\$5,000.00	\$9,097.40	181.95%	\$4,097.40
341	INTEREST	\$8,400.00	\$5,843.77	69.57%	(\$2,556.23)
341D	INSURANCE DIVIDENDS	\$0.00	\$10,585.00	n/a	\$10,585.00
354	OTHER STATE CAPITAL & OPERATING GRANTS	\$0.00	\$0.00	n/a	\$0.00
355.01	PUBLIC UTILITY REALTY	\$8,000.00	\$0.00	0.00%	(\$8,000.00)
355.08	LIQUOR LICENSE	\$1,000.00	\$1,000.00	100.00%	\$0.00
355.13	FOREIGN FIRE	\$143,597.00	\$131,952.15	91.89%	(\$11,644.85)
355.14	PEMA/FEMA REIMBURSEMENT	\$0.00	\$0.00	n/a	\$0.00
355.15	ACT 537 PLANNING COST REIMB.	\$0.00	\$0.00	n/a	\$0.00
355.16	PENNDOT STOOPVILLE REIMB.	\$228,555.00	\$0.00	0.00%	(\$228,555.00)
361.10	ADMINISTRATIVE EARNINGS	\$10,000.00	\$6,130.20	61.30%	(\$3,869.80)
361.20	JOINT VALIDITY REIMBURSEMENT	\$0.00	\$0.00	n/a	\$0.00
361.30	LEGAL REVIEW FEES	\$30,000.00	\$8,315.04	27.72%	(\$21,684.96)

# BUDGET vs ACTUAL

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For the Months From January, 2016 To September, 2016

Contents: Budget vs Actual Format, FundID >= First, Accounts >= "301 19A" And <= "492E". All Sub Accounts, Including Inactive Accounts, Excluding Encumbrances

Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
<b>Revenue</b>					
361.31	SUBDIVISION FEES	\$3,500.00	\$27,330.00	780.86%	\$23,830.00
361.31-001	SUBDIVISION FEES-REINSPECTION FEES	\$0.00	\$0.00	n/a	\$0.00
361.32	ENGR. REVIEW FEES	\$100,000.00	\$71,921.81	71.92%	(\$28,078.19)
361.32-001	BIDDING DOCUMENT FEES	\$0.00	\$0.00	n/a	\$0.00
361.33	ZONING PERMITS	\$61,000.00	\$50,160.00	82.23%	(\$10,840.00)
361.33S	SIGN PERMITS	\$0.00	\$1,510.00	n/a	\$1,510.00
361.34	ZONING HEARING BOARD FEES	\$8,000.00	\$7,100.00	88.75%	(\$900.00)
361.40	CELL TOWER CONSULTANT FEES	\$0.00	\$0.00	n/a	\$0.00
361.41	WATER/SEWER CONSULTANT FEES	\$100,000.00	\$21,249.59	21.25%	(\$78,750.41)
361.50	SALE OF TWP PROPERTY	\$10,000.00	\$850.00	8.50%	(\$9,150.00)
362.11	POLICE EARNINGS	\$2,600.00	\$1,934.00	74.38%	(\$666.00)
362.41	BUILDING PERMITS	\$180,000.00	\$126,754.89	70.42%	(\$53,245.11)
362.41-001	REINSPECTION FEES	\$500.00	\$1,260.00	252.00%	\$760.00
362.43	PLUMBING PERMITS	\$25,000.00	\$21,321.20	85.28%	(\$3,678.80)
362.44	ELECTRICAL PERMITS	\$10,000.00	\$8,180.00	81.80%	(\$1,820.00)
362.45	OCCUPANCY PERMITS	\$30,000.00	\$22,690.00	75.63%	(\$7,310.00)
362.45A	USE & OCCUPANCY PERMITS	\$0.00	\$0.00	n/a	\$0.00
362.45C	ON-LOT HAULERS FEES	\$800.00	\$1,600.00	200.00%	\$800.00
362.46	ALARM PERMITS	\$18,000.00	\$18,049.00	100.27%	\$49.00
362.46B	WELL PERMITS	\$15,000.00	\$3,150.00	54.33%	(\$6,850.00)
362.47	SEWAGE PLANNING MODULE FEE	\$2,400.00	\$3,000.00	125.00%	\$600.00
362.48	PLAN/ZONE MISC REV.	\$400.00	\$35.00	8.75%	(\$365.00)
362.49	PROFESSIONAL SERVICES	\$75,000.00	\$47,780.00	63.71%	(\$27,220.00)
362.50	DEMOLITION PERMITS	\$11,000.00	\$9,300.00	84.55%	(\$1,700.00)
362.51	PROPERTY ADDRESS SIGNS	\$48.00	\$24.00	50.00%	(\$24.00)
363	SNOW REMOVAL CONTRACT	\$23,097.00	\$0.00	0.00%	(\$23,097.00)
363.50	HIGHWAY DEPT. EARNINGS	\$250.00	\$195.90	78.36%	(\$54.10)
363.51	COPS GRANT	\$0.00	\$0.00	n/a	\$0.00
363.52	CO-OP POLICE DEPT. WORK	\$2,500.00	\$1,886.89	75.48%	(\$613.11)
363.53	D.A.R.E DONATIONS	\$500.00	\$0.00	0.00%	(\$500.00)
363.54	BOOKING CENTER FEES	\$4,400.00	\$3,814.99	86.70%	(\$585.01)
363.55	BULLET-PROOF VEST GRANT	\$2,400.00	\$0.00	0.00%	(\$2,400.00)
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	\$0.00	n/a	\$0.00
380	MISCELLANEOUS REVENUE	\$1,500.00	\$1,401.79	93.45%	(\$98.21)
380A	CABLE FRANCHISE FEE	\$240,000.00	\$188,538.72	78.56%	(\$51,461.28)
380D	DEVELOPER DONATIONS	\$70,000.00	\$15,000.00	21.43%	(\$55,000.00)
380T	MODEL RAILROAD DONATIONS	\$0.00	\$0.00	n/a	\$0.00
380V	VENDING MACHINE REVENUES	\$0.00	\$0.00	n/a	\$0.00
387	CONTRIBUTIONS FROM PRIVATE SOURCES	\$0.00	\$0.00	n/a	\$0.00
389	STD/WORKER'S COMP. REIMBURSEMENT	\$0.00	\$19,828.95	n/a	\$19,828.95
390D	DEVELOP. ESCROW REFUNDS	\$0.00	\$0.00	n/a	\$0.00



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<b>Revenue</b>					
390M	DEVELOPER MAINTENANCE GUARANTEES ESCROWS	\$0.00	\$0.00	n/a	\$0.00
390S	STORMWATER MGMT IMPROVEMENTS	\$0.00	\$0.00	n/a	\$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
392P	PARK/REC CREDIT CARD TRANSFERS	\$0.00	\$0.00	n/a	\$0.00
394A	MISCELLANEOUS REFUNDS	\$250.00	\$190.11	76.04%	(\$59.89)
394F	FLOODPLAIN MGMT REIMBURSEMENT	\$0.00	\$0.00	n/a	\$0.00
394G	GATEWAY GRANT	\$0.00	\$0.00	n/a	\$0.00
394P	PENSIONS	\$164,682.00	\$179,360.49	108.91%	\$14,678.49
394R	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
394SW	SOLID WASTE/RECYCLING	\$19,000.00	\$35,968.00	189.31%	\$16,968.00
395	REFUND OF PRIOR YR EXPEND	\$0.00	\$0.00	n/a	\$0.00
Total		\$6,085,519.00	\$5,030,957.05	82.67%	(\$1,054,561.95)
<b>Total Revenue</b>		\$6,085,519.00	\$5,030,957.05	82.67%	(\$1,054,561.95)
<b>Expense</b>					
400	BANK	\$200.00	\$70.60	35.30%	\$129.40
400.113	BOARD SALARY	\$4,200.00	\$1,000.00	23.81%	\$3,200.00
400.121	ADMIN. STAFF & MGR PAY	\$273,237.00	\$264,570.03	96.83%	\$8,666.97
400.121A	TWP DEF. COMP. CONTR.	\$0.00	\$0.00	n/a	\$0.00
400.121B	CAR ALLOWANCE	\$0.00	\$0.00	n/a	\$0.00
400.122	ADMIN. OVERTIME	\$0.00	\$0.00	n/a	\$0.00
400.140	PART TIME HELP	\$0.00	\$0.00	n/a	\$0.00
400.192	SCHOOLS/CONFERENCES	\$3,000.00	\$2,768.18	92.27%	\$231.82
400.210	ADMIN MATL & SUPPLIES	\$5,500.00	\$6,993.12	127.15%	(\$1,493.12)
400.311	AUDIT	\$21,000.00	\$20,330.00	96.81%	\$670.00
400.312	WATER/SEWER ENGR TWP	\$15,000.00	\$12,777.27	85.18%	\$2,222.73
400.313	ENGINEERING TOWNSHIP	\$105,000.00	\$92,105.22	87.72%	\$12,894.78
400.313A	ENGR. DEVELOPMENT	\$0.00	\$0.00	n/a	\$0.00
400.321	LEGAL TOWNSHIP	\$80,000.00	\$84,564.93	105.71%	(\$4,564.93)
400.331	ADMIN. VEHICLE EXPENSE	\$1,500.00	\$1,367.59	91.17%	\$132.41
400.340	ADMIN. ADVER/PRINTING	\$10,000.00	\$4,582.98	45.83%	\$5,417.02
400.350	ADMIN. INSURANCE BOND	\$1,500.00	\$1,500.00	100.00%	\$0.00
400.374	ADMIN. MAINT/REPAIRS	\$22,000.00	\$20,138.17	91.54%	\$1,861.83
400.460	ADMIN. GENERAL EXPENSE	\$11,000.00	\$4,211.31	38.28%	\$6,788.69
400.750	ADMIN. MINOR EQUIPMENT	\$3,000.00	\$47.95	1.60%	\$2,952.05
403.114	TAX COLLECTOR PAY	\$20,874.00	\$15,655.50	75.00%	\$5,218.50
403.115	TAX COLLECTOR E.I.T.	\$52,820.00	\$43,411.61	82.19%	\$9,408.39
403.225	TAX COLL MATL/SUPP.	\$5,000.00	\$3,760.65	75.21%	\$1,239.35

# BUDGET vs ACTUAL

## UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2016 To September, 2016

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

Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
<b>Expense</b>					
403.350	TAX COLLECTOR BOND	\$0.00	\$0.00	n/a	\$0.00
407.319	WEBSITE/BROADCAST MTGS	\$30,000.00	\$11,344.41	37.81%	\$18,655.59
409.140	BLDG CUSTODIAN	\$15,000.00	\$10,335.00	68.90%	\$4,665.00
409.215	BLDG MATLS & SUPPLIES	\$5,000.00	\$3,623.21	72.46%	\$1,376.79
409.230	BLDG UTILITIES/FUEL	\$40,000.00	\$12,109.77	30.27%	\$27,890.23
409.300	ARCHITECT	\$0.00	\$0.00	n/a	\$0.00
409.321	BLDG TELEPHONE	\$25,000.00	\$19,877.96	79.51%	\$5,122.04
409.341	BLDG POSTAGE	\$6,000.00	\$1,884.38	31.41%	\$4,115.62
409.361	BLDG ELECTRIC	\$25,000.00	\$19,758.46	79.03%	\$5,241.54
409.373	BLDG MAINT. & REPAIRS	\$56,000.00	\$40,414.34	72.17%	\$15,585.66
409.374	BLDG STP TESTS	\$200.00	\$80.00	40.00%	\$120.00
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	\$0.00	n/a	\$0.00
409.600	BLDG CAPITAL CONSTR.	\$0.00	\$0.00	n/a	\$0.00
409.750	BLDG MINOR EQUIPMENT	\$1,000.00	\$0.00	0.00%	\$1,000.00
409.750A	BLDG OFC FURN/COMPUTERS	\$2,000.00	\$283.18	14.16%	\$1,716.82
410.122	POL ADMIN/CLERICAL PAY	\$178,038.00	\$118,434.28	66.52%	\$59,603.72
410.132	PATROLMEN PAY	\$1,504,421.00	\$851,567.35	56.60%	\$652,853.65
410.132A	RETROACTIVE PAY	\$0.00	\$0.00	n/a	\$0.00
410.132B	LONGEVITY/EDUCAT. PAY	\$0.00	\$27,300.00	n/a	(\$27,300.00)
410.132C	COPS GRANT OFFICERS	\$0.00	\$0.00	n/a	\$0.00
410.132M	MOTOR CARRIER TASK FORCE O/T	\$10,000.00	\$5,373.60	53.74%	\$4,626.40
410.132P	P/T PATROLMEN PAY	\$0.00	\$0.00	n/a	\$0.00
410.132T	TRAFFIC SAFETY DETAIL O/T	\$6,000.00	\$648.10	10.80%	\$5,351.90
410.134	ANIMAL CONTROL PAY	\$4,000.00	\$2,050.00	51.25%	\$1,950.00
410.183	POLICE OVERTIME	\$85,000.00	\$63,405.71	74.59%	\$21,594.29
410.192	POLICE SCHOOLING	\$20,000.00	\$18,542.79	92.71%	\$1,457.21
410.210	POLICE MATL/SUPPLIES	\$10,000.00	\$7,116.21	71.16%	\$2,883.79
410.231	POLICE VEHICLE GAS/OIL	\$45,000.00	\$19,983.11	44.41%	\$25,016.89
410.238	POLICE UNIFORMS	\$20,000.00	\$2,741.92	13.71%	\$17,258.08
410.239	PATROL CAR TIRES	\$2,000.00	\$1,344.00	67.20%	\$656.00
410.239A	POLICE AMMO/FLARES	\$26,000.00	\$6,585.11	25.33%	\$19,414.89
410.314	POLICE LEGAL	\$25,000.00	\$52,735.38	210.94%	(\$27,735.38)
410.331	ANIMAL CONTROL VEHICLE	\$0.00	\$0.00	n/a	\$0.00
410.371	VEHICLE PURCHASE	\$0.00	\$0.00	n/a	\$0.00
410.372	RADIO	\$3,000.00	\$0.00	0.00%	\$3,000.00
410.372A	SCALES	\$0.00	\$0.00	n/a	\$0.00
410.372B	VASCAR	\$2,200.00	\$0.00	0.00%	\$2,200.00
410.372C	COMPUTER NETWORK/MDT	\$33,800.00	\$12,884.00	38.12%	\$20,916.00
410.373	BREATHALIZER	\$0.00	\$0.00	n/a	\$0.00
410.374	POLICE VEHICLE MAINT.	\$27,000.00	\$9,369.59	34.70%	\$17,630.41
410.375	POLICE CAR CALIBRATION	\$2,800.00	\$2,181.00	77.89%	\$619.00
410.450	POLICE CAR WASH	\$2,300.00	\$2,300.00	100.00%	\$0.00

# BUDGET vs ACTUAL

## UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2016 To September, 2016

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
<b>Expense</b>					
410.460	POLICE GENERAL EXPENSE	\$2,600.00	\$1,955.82	75.22%	\$644.18
410.462	POLICE PHYSICAL EXAMS	\$1,500.00	\$2,015.83	134.39%	(\$515.83)
410.470	POLICE INVESTIGATIONS	\$4,100.00	\$3,301.75	80.53%	\$798.25
410.540-001	D.A.R.E.	\$4,100.00	\$1,664.98	40.61%	\$2,435.02
410.540-002	COMMUNITY POLICING	\$2,000.00	(\$250.00)	-12.50%	\$2,250.00
410.540-003	TRAFFIC SAFETY UNIT	\$5,000.00	\$2,811.70	56.23%	\$2,188.30
410.541	SPECIAL REACTION TEAM	\$4,000.00	\$3,240.28	81.01%	\$759.72
410.542	COMMUNITY REVIT. PROGRAM	\$0.00	\$0.00	n/a	\$0.00
410.750	POLICE MINOR EQUIPMENT	\$5,000.00	\$729.96	14.60%	\$4,270.04
411.130	FIRE MARSHAL PAY	\$26,314.00	\$20,392.00	77.49%	\$5,922.00
411.150	FIRE WORKERS COMP.	\$20,860.00	\$15,645.00	75.00%	\$5,215.00
411.212	FIRE MATLS & SUPPLIES	\$1,000.00	\$859.73	85.97%	\$140.27
411.331	FIRE MILEAGE	\$1,000.00	\$1,209.77	120.98%	(\$209.77)
411.373	FIRE MAINT. & REPAIR	\$0.00	\$0.00	n/a	\$0.00
411.460	FIRE GENERAL EXPENSE	\$1,200.00	\$1,375.63	114.64%	(\$175.63)
411.5	FIRE RELIEF FUND	\$143,537.00	\$0.00	0.00%	\$143,537.00
411.740	EMERGENCY-CAPITAL EQ.	\$1,500.00	\$285.44	19.03%	\$1,214.56
414.130	CODE ENFORCEMENT PAY	\$149,972.00	\$109,056.06	72.72%	\$40,915.94
414.131	CODE OVERTIME	\$400.00	\$642.85	160.71%	(\$242.85)
414.141	INSPECTION SERVICE	\$15,000.00	\$17,417.25	116.12%	(\$2,417.25)
414.210	CODE MATLS & SUPPLIES	\$2,000.00	\$1,230.66	61.53%	\$769.34
414.310	RECYCLING GRANT EXPENSES	\$2,600.00	\$3,992.00	153.54%	(\$1,392.00)
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.)	\$125,000.00	\$88,205.39	70.56%	\$36,794.61
414.313A-001	CODE WATER/SEWER ENGR. (REIMB.)	\$110,000.00	\$33,175.68	30.16%	\$76,824.32
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	\$3,000.00	\$4,230.00	141.00%	(\$1,230.00)
414.314-003	CODE LEGAL TOWNSHIP-SALDO	\$0.00	\$0.00	n/a	\$0.00
414.314A	CODE LEGAL DVLPMNT	\$30,000.00	\$6,371.00	21.24%	\$23,629.00
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.	\$228,555.00	\$12,494.75	5.47%	\$216,060.25
414.315D	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
414.316	JOINT PLAN	\$4,600.00	\$4,500.00	97.83%	\$100.00
414.316-001	JOINT PLAN-GRANT EXPENSES	\$0.00	\$0.00	n/a	\$0.00

# BUDGET vs ACTUAL

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
<b>Expense</b>					
414.317	JOINT VALIDITY CHLNGE	\$0.00	\$0.00	n/a	\$0.00
414.318	SOLID WASTE/RECYCLING	\$200.00	\$0.00	0.00%	\$200.00
414.318A	TRAFFIC IMPACT STUDY	\$0.00	\$0.00	n/a	\$0.00
414.319	GIS/SOFTWARE	\$3,000.00	\$2,408.00	80.27%	\$592.00
414.321	UNIFORM CONSTRUCTION CODE FEES	\$750.00	\$656.00	87.47%	\$94.00
414.322	BLDG PLAN REVIEW REFUND	\$3,000.00	\$0.00	0.00%	\$3,000.00
414.340	CODE ADVERT./PRINTING	\$2,600.00	\$578.82	22.26%	\$2,021.18
414.374	CODE VEHICLE MAINT.	\$1,000.00	\$272.28	27.23%	\$727.72
414.400	CREDIT CARD FEES	\$850.00	\$1,309.60	154.07%	(\$459.60)
414.460	CODE GENERAL EXPENSE	\$2,000.00	\$10.00	0.50%	\$1,990.00
414.461	ENVIRON. ADVISORY COM.	\$1,500.00	\$191.99	12.80%	\$1,308.01
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	\$7,000.00	\$2,367.64	33.82%	\$4,632.36
414ZHB	ZONING HEARING BOARD	\$12,000.00	\$8,399.94	70.00%	\$3,600.06
430.231	ROAD VEHICLE GAS & OIL	\$15,000.00	\$5,042.53	33.62%	\$9,957.47
430.238	ROAD UNIFORMS	\$6,200.00	\$2,901.69	46.80%	\$3,298.31
430.260	ROAD MATERIAL & TOOLS	\$2,500.00	\$998.80	39.95%	\$1,501.20
430.371	TREE MAINTENANCE	\$30,000.00	\$6,207.50	20.69%	\$23,792.50
431	ROAD SNOW REMOVAL CONTRAC	\$14,000.00	\$5,040.00	36.00%	\$8,960.00
433	TRAFFIC LIGHT	\$0.00	\$0.00	n/a	\$0.00
438.01	ROAD MATERIAL STONE/OIL	\$680,000.00	\$391,341.95	57.55%	\$288,658.05
438.145	PUBLIC WORKS PAY	\$322,937.00	\$221,722.11	68.66%	\$101,214.89
438.145A	ROAD ACTING SUPV. PAY	\$0.00	\$0.00	n/a	\$0.00
438.460	ROAD GENERAL EXPENSE	\$4,000.00	\$3,056.14	76.40%	\$943.86
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	\$25.00	\$25.00	100.00%	\$0.00
452.325	PARK/REC POSTAGE	\$0.00	\$0.00	n/a	\$0.00
452.373	STREETSCAPE MAINTENANCE	\$15,000.00	\$5,473.87	36.49%	\$9,526.13
452.460	PARK/REC GENERAL EXPENSE	\$0.00	\$0.00	n/a	\$0.00
452.530	PARK CONTRIBUTIONS	\$30,000.00	\$30,000.00	100.00%	\$0.00
452.531	CREDIT CARD DONATIONS	\$0.00	\$0.00	n/a	\$0.00
481.50	CONTRIBUTIONS	\$5,000.00	\$4,550.00	91.00%	\$450.00
482	JUDGEMENTS AND LOSSES	\$0.00	\$0.00	n/a	\$0.00
483.001	MUNICIPAL RETIREMENT	\$110,000.00	\$23,346.99	21.22%	\$86,653.01
483.002	POLICE PENSION	\$165,000.00	\$25,513.50	15.46%	\$139,486.50
484	WORKERS COMPENSATION	\$86,049.00	\$64,537.00	75.00%	\$21,512.00
485	UNEMPLOYMENT COMPENSATION	\$5,000.00	\$3,158.74	63.17%	\$1,841.26

# BUDGET vs ACTUAL

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<b>Expense</b>					
436.100	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
436.352	ERRORS & OMISSIONS	\$0.00	\$0.00	n/a	\$0.00
436.353	POLICE PROFESSIONAL	\$0.00	\$0.00	n/a	\$0.00
486.354	UMBRELLA	\$0.00	\$0.00	n/a	\$0.00
486.355	GENERAL LIABILITY	\$50,879.00	\$33,785.00	66.40%	\$17,094.00
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.	\$0.00	\$0.00	n/a	\$0.00
487	HEALTH INSURANCE	\$720,576.00	\$452,078.17	62.74%	\$268,497.83
488	LIFE INSURANCE	\$9,000.00	\$6,282.64	69.81%	\$2,717.36
488A	SHORT TERM DISABILITY	\$19,000.00	\$13,933.56	73.33%	\$5,066.44
488B	LONG TERM DISABILITY	\$12,500.00	\$8,171.13	65.37%	\$4,328.87
489	FICA	\$158,145.00	\$111,608.20	70.57%	\$46,536.80
489.01	TRANSFER - NONPOLICE	\$47,052.00	\$0.00	0.00%	\$47,052.00
489.02	TRANSFER - POLICE	\$117,630.00	\$0.00	0.00%	\$117,630.00
489A	MEDICARE	\$37,000.00	\$23,100.45	62.43%	\$13,899.55
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	\$2,000.00	\$0.00	0.00%	\$2,000.00
491C	OPEN SPACE TRANSFER	\$0.00	\$0.00	n/a	\$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	\$0.00	n/a	\$0.00
492B	TRANSFER - MISCELLANEOUS	\$0.00	\$0.00	n/a	\$0.00
492C	TRANSFER - CAPITAL RESERVE FUND	\$153,000.00	\$153,000.00	100.00%	\$0.00
492D	TRANSFER - BLDG CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
492E	TRANSFER - FIRE FUND-SUPV. PAY(TC)	\$1,150.00	\$0.00	0.00%	\$1,150.00
Total		\$6,593,971.00	\$3,851,750.74	58.41%	\$2,742,220.26
Total Expense		\$6,593,971.00	\$3,851,750.74	58.41%	\$2,742,220.26
Net:		(\$508,452.00)	\$1,179,206.31	-231.92%	\$1,687,658.31