

Upper Makefield Township Board of Supervisors
November 14, 2017 Meeting Minutes

The November 14, 2017 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 Township Manager David Nyman, Assistant Township Manager Judy Caporiccio, Township Solicitor Mary Eberle, Esq., Township Engineer Wes Plaisted, 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. There was a brief recess due to technical difficulties.

ANNOUNCEMENTS

Mr. Rattigan made the following announcements:

- Residents interested in volunteering on a Township board or committee are invited to submit an application, which can be found on the Township website.
- The next and final regular meeting of the Board of Supervisors for 2017 is Tuesday, December 12
- The recently elected supervisors for 2018 are Kris Ballerini and Dr. Ed Ford. Mr. Rattigan wished them both success in their new roles.

PUBLIC COMMENT

Ron Smolow, 3 Three Ponds Lane, recommended reviewing the investment policy for the Riparian Restoration Fund, noting that he is a party to the court settlement which established the Fund. Mr. Nyman noted that options were explored and funds reinvested in the fall. Mr. Smolow then reiterated his request for reconsideration that the Township plow privately-owned roads to allow for access of emergency vehicles. Mr. Nyman confirmed that the Public Works Department has and will continue to assist with access of emergency vehicles to all private roads and driveways.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Ms. Nolan to approve the October 23, 2017 Budget Workshop meeting minutes with the correction of a typographical error in the amount requested of Patriot FC to budget annually toward the cost of a new pump to read \$1,100. The motion was seconded by Mr. Cino and carried by unanimous vote.

A motion was made by Ms. Ryan and was seconded by Ms. Nolan to approve the October 23, 2017 meeting minutes. Motion carried by unanimous vote.

A motion was made by Mr. Cino and was seconded by Ms. Nolan to approve the November 14, 2017 Bills Payable List in the amount of \$139,363.63. Motion carried by unanimous vote.

PLANNING AND ZONING ISSUES

Wenger Property, 821 Dolington Road

Mr. Kuhns provided an overview of the Wenger Property request for Certificate of Appropriateness to replace four windows, noting that it had been reviewed by the HARB and recommended for approval.

After discussion, a motion was made by Ms. Nolan and seconded by Ms. Ryan to approve the Wenger Certificate of Appropriateness. Motion carried by unanimous vote.

SOLICITOR'S REPORT

JMZO Gas and Oil Ordinance

Ms. Eberle provided an overview of the amendment to the JMZO Gas and Oil Ordinance noting that the solicitors from each of the three Jointure municipalities are in agreement that an ordinance regulating drilling activities is in the Jointure's best interests. She further noted that each of the Planning Commissions will review the amendment after which the Jointure will advertise it for adoption.

MANAGER'S REPORT

JMZO Floodplain Ordinance – Notice of Advertisement

Mr. Nyman provided an overview of the JMZO Floodplain Ordinance noting that it has been advertised by the Jointure.

Resolution No. 2017-11-14 – Prohibiting Category 4 Mini Casinos

Mr. Nyman introduced Resolution No. 2017-11-14, Prohibiting Category 4 Mini Casinos. Following discussion, a motion was made by Ms. Nolan and seconded by Mr. Cino to approve Resolution No. 2017-11-14. Motion carried on unanimous vote.

Planning & Zoning Department Administrative Assistant

A motion was made by Ms. Ryan and seconded by Ms. Nolan to hire Debra McFadden as the full time Planning & Zoning Administrative Assistant. Motion carried by unanimous vote.

Part-Time Administrative Assistant – Planning & Zoning

A motion was made by Ms. Ryan and was seconded by Ms. Nolan to authorize advertisement of the part-time Administrative Assistant position in the Planning & Zoning Department. Motion carried by unanimous vote.

Part-time Administrative Assistant – Public Works

A motion was made by Ms. Nolan and was seconded by Mr. Cino to authorize advertisement of the part-time Administrative Assistant position in the Public Works Department. Motion carried by unanimous vote.

2018 Fee Schedule

Mr. Nyman provided an overview of the 2018 Fee Schedule. Discussion followed and a motion was made by Ms. Nolan and was seconded by Mr. Cino to approve the 2018 Fee Schedule. Motion carried by unanimous vote.

Presentation of Preliminary Budget

Mr. Nyman provided a presentation of the 2018 Preliminary Budget developed following the two budget workshop meetings held October 9 and October 23, 2017, thanking the Board and staff for their efforts during the budget process. A motion was made by Ms. Nolan and seconded by Ms. Ryan to authorize advertisement of the 2018 Preliminary Budget. Motion carried by unanimous vote.

ENGINEER'S REPORT

Salt Barn Renovation Project – Change Order #1

Mr. Plaisted provided an update of the project and recommended approval of Change Order #1 in the amount of \$772.00 for installation of 4 inch corner boards. A motion was made by Ms. Nolan and

seconded by Ms. Ryan to approve Change Order #1 in the amount of \$772.00. Motion carried by unanimous vote.

Mr. Plaisted noted that the Engineer's Report was in the Board's packets.

DEPARTMENT REPORTS

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

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

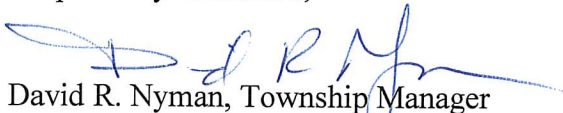
PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

A motion was made by Ms. Ryan and seconded by Ms. Nolan to adjourn the meeting at 8:10 p.m. Motion carried by unanimous vote.

Respectfully submitted,



David R. Nyman, Township Manager
Approved: December 12, 2017

NOVEMBER 2017 GENERAL FUND BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400.210	Associated Imaging Solutions	\$256.84	copier charges/shipping charge - toner container
414.210	" "	\$4.60	shipping charge - toner container
410.239A	Axon	\$189.45	software to track taser usage
400.374	CIT Technology	\$558.09	copier lease
400.312	CKS Engineers	\$485.38	engineering fees
414.313A-1	" "	\$45.14	" "
430.238	Clemens	\$165.25	uniform rental - P. W.
409.373	" "	\$19.85	monthly floor mat rental - P. W. Bldg.
409.321	Comcast	\$355.90	P. D. Bldg. internet/phone service
409.321	Comcast	\$12.64	P. D. spc. video acct.
409.373	Cooper Pest Solutions	\$39.00	exterior program
400.340	Courier Times	\$1,381.57	advertising - help wanted ads/Inv. Committee mtg.
414.340	" "	\$57.57	" " - mtg. date change
410.540-1	Creative Product Sourcing	\$1,664.50	D.A.R.E. items
487	DVHT	\$49,241.15	health insurance
409.140	Elite Office Maintenance Services	\$1,500.00	cleaning service Twp. Complex Bldgs. - October 2017
409.373	Epic Systems Group	\$162.60	alarm maintenance - 7/1/17 - 9/30/17
403.225	Nicholas Ettore	\$327.33	October 2017 expenses
409.373	Joseph Finkle & Son	\$17.30	repair around P. W. bldg. tank
409.373	Good Air Conditioning & Heating	\$100.00	repair htg./cooling P. D. Bldg.
400.314	Grim, Biehn & Thatcher	\$5,053.00	legal fees
414.314A	" "	\$322.50	" "
414.314-2	" "	\$744.00	" "
400.460	Junod Squad	\$534.00	dedication plaque
409.373	Kencor	\$185.00	monthly elevator maintenance
411.212	John Kernan	\$42.99	reimburse for printer cartridge
410.374	Kerrigan's Sunoco	\$299.65	maint./repairs P. D. vehicles
403.115	Keystone Collections	\$2,346.49	EIT tax collector
407.319	Leightronix	\$3,383.00	annual renewal - web media streaming video service
400.140	McCallion Staffing Specialists	\$1,848.00	temporary staffing - P. & Z. Dept.
410.372C	MetroAlert	\$3,434.00	ALERT/CARE annual licensing/maint. 12/30/17 - 12/29/18
410.374	NAPA Auto Parts	\$19.68	vehicle maintenance items
409.321	PA One Call	\$75.75	monthly notifications
409.361	PECO	\$901.86	electric - Admin. Bldg.
409.361	PECO	\$1,143.33	electric - P. D. Bldg.
410.192	Public Agency Training Council	\$295.00	criminal investigation seminar 1/4/18
400.210	Quill	\$108.48	office supplies
414.210	" "	\$44.98	" "
409.215	" "	\$38.53	bldg. supplies
410.238	Red the Uniform Tailor	\$193.38	uniform trousers - P. D.
410.231	Riggins	\$2,128.05	unleaded gasoline
430.231	" "	\$1,786.33	diesel fuel
409.230	" "	\$3,070.18	heating fuel
410.238	Samzie's	\$149.98	pants - P. D.
410.540-3	" "	\$443.47	traffic safety/motor carrier items
407.319	Ron Skotleski Video Productions	\$800.00	producer fees Budget Workshops/BoS Mtg. 10/9/17 & 10/23/17
409.373	Smith's Yardville Supply	\$19.68	repairs to P. D. gutter/Firehouse
452.373	" "	\$98.59	repair Streetscape posts
488	Standard Insurance	\$676.80	add/life insurance premium
488A	" "	\$1,602.06	std insurance premium
488B	" "	\$939.61	ltd insurance premium
400.210	Staples Advantage	\$73.33	office supplies
414.210	" "	\$7.11	" "
409.215	" "	\$185.59	bldg. supplies
409.230	Suburban Propane	\$450.72	propane

NOVEMBER 2017 GENERAL FUND BILLS - 11/14/17

<i>ACCT #</i>	<i>COMPANY NAME</i>	<i>AMOUNT</i>	<i>COMMENTS</i>
409.373	Townscapes	\$475.00	mowing/weeding Twp. Complex/properties
452.373	" "	\$220.00	mowing/weeding around plant beds Streetscape
410.470	TransUnion	\$44.50	police investigations 10/1/17 - 10/31/17
407.319	Trent Creative	\$100.00	November 2017 website maintenance
409.321	Verizon Wireless	\$1,095.30	cellular charges
410.541	" "	\$26.76	" "
409.373	Waste Management	\$384.94	recycling /trash collection Twp. Complex
409.373	Zep	\$205.20	ice melter for Twp. Complex walkways
	TOTAL	\$92,580.98	

**FOR BOARD APPROVAL

NOVEMBER 2017 LIQUID FUELS BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
433TL	Armour & Sons Electric	\$708.80	traffic signal repairs
438.245	Davis Feed Mill	\$89.90	turf seed - road projects
437	Eagle Power Turf & Tractor	\$40.40	tie downs for utility truck
438.245	Grinding Acres	\$30.00	disposal of roadside debris
438.245	Hanson Aggregates	\$241.65	road materials
430.260	Histand's Supply	\$32.70	hand tools
437	NAPA Auto Parts	\$21.99	brush for washing trucks
434SL	PECO	\$122.23	street lighting
433TL	PECO	\$23.59	traffic lighting
437	Praxair	\$50.75	cylinder rental
437	Scrappy's	\$904.90	dump truck repair
438.245	Smith's Yardville Supply	\$39.98	Highland Rd. maintenance
437	Sosmetal Products	\$263.15	shop supplies
437	Tanners Lawn & Snow Equip.	\$27.00	chain saw chains
438.245	" "	\$46.01	crack seal machine parts
437	Torodyne	\$67.85	mower maintenance
437	Zep	\$227.39	ice melt aerosol for truck windows
TOTAL		\$2,938.29	

**PAID INTERIMLY

NOVEMBER 2017 PARK & REC BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Elite Office Maintenance	\$100.00	cleaning of parks - October
452.250	Eurofins QC	\$52.00	water testing at parks
452.250	Joseph Finkle & Son	\$39.83	maint. playground BB
452.250	PECO	\$28.31	electric
452.250	PECO	\$125.86	electric
452.250	PECO	\$129.66	electric
452.250	Smith's Yardville Supply	\$98.96	keys/lock box/water sys. maint.
452.250	Staples Advantage	\$37.02	c-fold towels for rest rooms
452.250	Townscapes	\$1,700.00	mowing /weeding parks
452.250	Waste Management	\$306.21	trash collection/recycling parks
	TOTAL	\$2,617.85	

**PAID INTERIMLY

NOVEMBER 2017 WATER & SEWER BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$920.82	engineering fees
429.371	Eurofins QC	\$1,450.00	water testing
429.374	FRANC Environmental	\$1,475.00	clean pump stations
429.376	" "	\$2,109.25	sludge removal
429.374	Paone Electric	\$3,464.84	replace influent/effluent recorders
429.372	PECO	\$1,628.68	** electric
429.372	PECO	\$115.69	** electric
429.372	PECO	\$106.50	** electric
429.372	PECO	\$89.54	** electric
429.372	PECO	\$1,695.86	electric
429.372	PECO	\$1,484.87	electric
429.371	M. J. Reider Associates	\$257.00	sewage effluent testing
429.374	Townscapes	\$220.00	lawn mowing at plant
429.421	Verizon	\$42.91	phone
429.421	Verizon	\$37.24	phone
TOTAL		\$15,098.20	

**PAID INTERIMLY

NOVEMBER 2017 POLICE PENSION BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400	Mockenhaupt	\$1,040.00	qtrly actuarial services
	TOTAL	\$1,040.00	

**PAID INTERIMLY

NOVEMBER 2017 NON-POLICE PENSION BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400	Mockenhaupt	\$1,040.00	qtrly actuarial services
	TOTAL	\$1,040.00	

**PAID INTERIMLY

NOVEMBER 2017 TREE FUND - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
460	Kings Indian Head Farm	\$4,800.00	large shade trees for Lookout & BB
	TOTAL	\$4,800.00	

**PAID INTERIMLY

NOVEMBER 2017 INTERIM BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
410.210	Cardmember Service	\$827.90	office supplies
410.750	" "	\$146.60	small refrigerator
410.540-2	" "	\$2,100.66	police community goodwill
410.541	" "	\$489.40	special reaction team equip.
410.192	" "	\$1,646.50	IACP Conf./train fares/SWAT training
410.239A	" "	\$1,270.01	firearms training
410.238	" "	\$436.18	pants
438.460	" "	\$36.00	water for Public Works
	TOTAL	\$6,953.25	

*PREVIOUSLY APPROVED BY BOARD

NOVEMBER 2017 DUTCHESS FARM BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$59.00	engineering fees
429.376	FRANC Environmental	\$745.20	sludge removal
429.374	Paone Electric	\$250.00	meter calibration (2 of 2 annually)
429.372	PECO	\$753.55	** electric
429.371	M. J. Reider Associates	\$350.00	sewage effluent testing
429.421	Verizon	\$43.56	phone
	TOTAL	\$2,201.31	

**PAID INTERIMLY

NOVEMBER 2017 WATER/SEWER CAPITAL RESERVE BILLS - 11/14/17

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
429.740	CKS Engineers	\$1,124.03	engineering fees
	TOTAL	\$1,124.03	

****PAID INTERIMLY**

NOVEMBER 2017 ENCLAVE BILLS - 11/14/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.210	Coyne Chemical	\$2,039.39	sodium hypochlorite/micro cg
429.371	Eurofins QC	\$15.00	water testing
429.374	FRANC Environmental	\$660.00	pump wastewater - reimb. by Toll
429.376	" "	\$616.55	sludge removal
429.372	PECO	\$70.05 **	electric
429.372	PECO	\$54.44 **	electric
429.371	M. J. Reider Associates	\$296.00	sewage effluent testing
429.374	Townscapes	\$385.00	mowing around pump st.
429.210	USA BlueBook	\$248.37	supplies
429.421	Verizon	\$53.89	phone
429.421	Verizon	\$53.04	phone
429.421	Verizon	\$119.99	internet
	TOTAL	\$4,611.72	

**PAID INTERIMLY

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2017 To October, 2017

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
Equity					
309.90	EQUITY		(\$2,622.25)		
Total			(\$2,622.25)		
Total Equity			(\$2,622.25)		
Revenue					
301.10A	CURRENT R.E. TAXES	\$0.00	\$9,149.75	n/a	\$9,149.75
301.10B	PRIOR YEAR R.E. TAXES	\$0.00	\$0.00	n/a	\$0.00
301.20A	INTERIM R.E. TAXES	\$0.00	\$7,266.90	n/a	\$7,266.90
301.20B	INTERIM RE TAXES PR YRS	\$1,000.00	\$0.00	0.00%	(\$1,000.00)
301.40A	DELINQUENT RE TAX PR YR	\$0.00	\$0.00	n/a	\$0.00
301.40B	DELINQUENT RE TAX CURNT	\$10,000.00	\$18,697.91	186.98%	\$8,697.91
301.70	BREACH R.E. TAXES	\$0.00	\$1,474.92	n/a	\$1,474.92
310.02B	PRIOR YEAR PER CAPITA	\$0.00	\$0.00	n/a	\$0.00
310.10	TRANSFER TAX R.E.	\$600,000.00	\$514,626.25	85.77%	(\$85,373.75)
310.20	EARNED INCOME TAX	\$3,900,000.00	\$3,658,950.22	93.82%	(\$241,049.78)
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	\$60.00	42.86%	(\$80.00)
321.30	BUSINESS FEES	\$1,000.00	\$1,250.00	125.00%	\$250.00
321.35	FIRE PERMITS	\$4,000.00	\$3,995.00	99.88%	(\$5.00)
322.82	HIGHWAY ENCROACHMENT	\$11,000.00	\$7,760.00	70.55%	(\$3,240.00)
322.83	GRADING PERMITS	\$19,000.00	\$11,300.00	59.47%	(\$7,700.00)
322.84	GRADING ESCROWS/REINSP.	\$0.00	\$0.00	n/a	\$0.00
331.11	MOTOR VEHICLE VIOLATION	\$14,000.00	\$8,903.92	63.60%	(\$5,096.08)
331.12-001	VIOLATION OF ORDINANCES-POLICE	\$4,000.00	\$3,572.19	89.30%	(\$427.81)
331.12-002	VIOLATION OF ORDINANCES-CODE	\$13,000.00	\$4,612.88	35.48%	(\$8,387.12)
341	INTEREST	\$8,000.00	\$7,130.87	89.14%	(\$869.13)
341D	INSURANCE DIVIDENDS	\$0.00	\$16,085.00	n/a	\$16,085.00
354	OTHER STATE CAPITAL & OPERATING GRANTS	\$0.00	\$0.00	n/a	\$0.00
355.01	PUBLIC UTILITY REALTY	\$8,000.00	\$7,610.69	95.13%	(\$389.31)
355.08	LIQUOR LICENSE	\$1,000.00	\$1,000.00	100.00%	\$0.00
355.13	FOREIGN FIRE	\$130,000.00	\$118,595.67	91.23%	(\$11,404.33)
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	\$7,000.00	\$2,143.43	30.62%	(\$4,856.57)
361.20	JOINT VALIDITY REIMBURSEMENT	\$0.00	\$0.00	n/a	\$0.00
361.30	LEGAL REVIEW FEES	\$10,000.00	\$10,781.00	107.81%	\$781.00

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Revenue					
361.31	SUBDIVISION FEES	\$15,000.00	\$47,800.00	318.67%	\$32,800.00
361.31-001	SUBDIVISION FEES-REINSPECTION FEES	\$0.00	\$0.00	n/a	\$0.00
361.32	ENGR. REVIEW FEES	\$100,000.00	\$33,754.53	33.75%	(\$66,245.47)
361.32-001	BIDDING DOCUMENT FEES	\$0.00	\$0.00	n/a	\$0.00
361.33	ZONING PERMITS	\$62,000.00	\$47,600.00	76.77%	(\$14,400.00)
361.33S	SIGN PERMITS	\$0.00	\$1,695.00	n/a	\$1,695.00
361.34	ZONING HEARING BOARD FEES	\$8,000.00	\$6,125.00	76.56%	(\$1,875.00)
361.40	CELL TOWER CONSULTANT FEES	\$0.00	\$0.00	n/a	\$0.00
361.41	WATER/SEWER CONSULTANT FEES	\$50,000.00	\$3,497.90	7.00%	(\$46,502.10)
361.50	SALE OF TWP PROPERTY	\$10,000.00	\$16,399.00	163.99%	\$6,399.00
362.11	POLICE EARNINGS	\$2,600.00	\$3,580.25	137.70%	\$980.25
362.41	BUILDING PERMITS	\$185,000.00	\$114,908.50	62.11%	(\$70,091.50)
362.41-001	REINSPECTION FEES	\$1,700.00	\$1,170.00	68.82%	(\$530.00)
362.43	PLUMBING PERMITS	\$29,000.00	\$20,475.00	70.60%	(\$8,525.00)
362.44	ELECTRICAL PERMITS	\$11,500.00	\$9,230.00	80.26%	(\$2,270.00)
362.45	OCCUPANCY PERMITS	\$30,000.00	\$23,290.00	77.63%	(\$6,710.00)
362.45A	USE & OCCUPANCY PERMITS	\$0.00	\$0.00	n/a	\$0.00
362.45C	ON-LOT HAULERS FEES	\$2,500.00	\$2,000.00	80.00%	(\$500.00)
362.46	ALARM PERMITS	\$18,000.00	\$17,600.00	97.78%	(\$400.00)
362.46B	WELL PERMITS	\$10,000.00	\$8,100.00	81.00%	(\$1,900.00)
362.47	SEWAGE PLANNING MODULE FEE	\$4,000.00	\$2,000.00	50.00%	(\$2,000.00)
362.48	PLAN/ZONE MISC REV.	\$100.00	\$85.00	85.00%	(\$15.00)
362.49	PROFESSIONAL SERVICES	\$65,000.00	\$66,600.00	102.46%	\$1,600.00
362.50	DEMOLITION PERMITS	\$12,000.00	\$15,891.00	132.43%	\$3,891.00
362.51	PROPERTY ADDRESS SIGNS	\$48.00	\$60.00	125.00%	\$12.00
363	SNOW REMOVAL CONTRACT	\$23,097.00	\$27,028.98	117.02%	\$3,931.98
363.50	HIGHWAY DEPT. EARNINGS	\$250.00	\$0.00	0.00%	(\$250.00)
363.51	COPS GRANT	\$0.00	\$0.00	n/a	\$0.00
363.52	CO-OP POLICE DEPT. WORK	\$2,000.00	\$0.00	0.00%	(\$2,000.00)
363.53	D.A.R.E DONATIONS	\$500.00	\$0.00	0.00%	(\$500.00)
363.54	BOOKING CENTER FEES	\$4,000.00	\$2,735.82	68.40%	(\$1,264.18)
363.55	BULLET-PROOF VEST GRANT	\$1,200.00	\$0.00	0.00%	(\$1,200.00)
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	\$1,296.89	86.46%	(\$203.11)
380A	CABLE FRANCHISE FEE	\$250,000.00	\$192,720.99	77.09%	(\$57,279.01)
380D	DEVELOPER DONATIONS	\$21,000.00	\$28,500.00	135.71%	\$7,500.00
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	\$0.00	n/a	\$0.00
390D	DEVELOP. ESCROW REFUNDS	\$0.00	\$0.00	n/a	\$0.00

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Revenue					
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	\$269.55	107.82%	\$19.55
394F	FLOODPLAIN MGMT REIMBURSEMENT		\$0.00		
394G	GATEWAY GRANT		\$0.00		
394P	PENSIONS	\$164,000.00	\$188,118.38	114.71%	\$24,118.38
394R	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
394SW	SOLID WASTE/RECYCLING	\$19,000.00	\$16,052.00	84.48%	(\$2,948.00)
395	REFUND OF PRIOR YR EXPEND	\$0.00	\$0.00	n/a	\$0.00
Total		\$6,072,940.00	\$5,313,550.39	87.50%	(\$759,389.61)
Total Revenue		\$6,072,940.00	\$5,313,550.39	87.50%	(\$759,389.61)
Expense					
400	BANK	\$150.00	\$74.91	49.94%	\$75.09
400.113	BOARD SALARY	\$1,300.00	\$650.00	50.00%	\$650.00
400.121	ADMIN. STAFF & MGR PAY	\$283,698.00	\$282,316.39	99.51%	\$1,381.61
400.121A	TWP DEF. COMP. CONTR.	\$0.00	\$0.00	n/a	\$0.00
400.121B	CAR ALLOWANCE	\$0.00	\$646.17	n/a	(\$646.17)
400.121C	HEALTH INSURANCE	\$0.00	\$1,615.39	n/a	(\$1,615.39)
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	\$1,253.75	41.79%	\$1,746.25
400.210	ADMIN MATL & SUPPLIES	\$7,500.00	\$7,302.81	97.37%	\$197.19
400.311	AUDIT	\$23,000.00	\$18,950.00	82.39%	\$4,050.00
400.312	WATER/SEWER ENGR TWP	\$15,000.00	\$19,032.43	126.88%	(\$4,032.43)
400.313	ENGINEERING TOWNSHIP	\$105,000.00	\$85,159.53	81.10%	\$19,840.47
400.313A	ENGR. DEVELOPMENT	\$0.00	\$0.00	n/a	\$0.00
400.321	LEGAL TOWNSHIP	\$85,000.00	\$63,768.51	75.02%	\$21,231.49
400.331	ADMIN. VEHICLE EXPENSE	\$1,500.00	\$1,256.99	83.80%	\$243.01
400.340	ADMIN. ADVER/PRINTING	\$8,500.00	\$16,044.89	188.76%	(\$7,544.89)
400.350	ADMIN. INSURANCE BOND	\$1,500.00	\$1,500.00	100.00%	\$0.00
400.374	ADMIN. MAINT/REPAIRS	\$22,000.00	\$17,862.13	81.19%	\$4,137.87
400.460	ADMIN. GENERAL EXPENSE	\$7,500.00	\$5,888.28	78.51%	\$1,611.72
400.750	ADMIN. MINOR EQUIPMENT	\$3,000.00	\$0.00	0.00%	\$3,000.00
403.114	TAX COLLECTOR PAY	\$21,083.00	\$17,569.20	83.33%	\$3,513.80
403.115	TAX COLLECTOR E.I.T.	\$52,820.00	\$47,444.43	89.82%	\$5,375.57

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Expense					
403.225	TAX COLL MATL/SUPP.	\$5,000.00	\$3,949.20	78.98%	\$1,050.80
403.350	TAX COLLECTOR BOND	\$0.00	\$0.00	n/a	\$0.00
407.319	WEBSITE/BROADCAST MTGS	\$35,000.00	\$33,379.02	95.37%	\$1,620.98
409.140	BLDG CUSTODIAN	\$20,000.00	\$13,553.34	67.77%	\$6,446.66
409.215	BLDG MATLS & SUPPLIES	\$5,000.00	\$5,109.12	102.18%	(\$109.12)
409.230	BLDG UTILITIES/FUEL	\$23,000.00	\$13,024.73	56.63%	\$9,975.27
409.300	ARCHITECT	\$0.00	\$0.00	n/a	\$0.00
409.321	BLDG TELEPHONE	\$25,000.00	\$24,125.85	96.50%	\$874.15
409.341	BLDG POSTAGE	\$4,000.00	\$5,079.41	126.99%	(\$1,079.41)
409.361	BLDG ELECTRIC	\$26,000.00	\$21,626.53	83.18%	\$4,373.47
409.373	BLDG MAINT. & REPAIRS	\$56,000.00	\$43,830.08	78.27%	\$12,169.92
409.374	BLDG STP TESTS	\$200.00	\$0.00	0.00%	\$200.00
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	\$146.60	14.66%	\$853.40
409.750A	BLDG OFC FURN/COMPUTERS	\$2,000.00	\$717.02	35.85%	\$1,282.98
410.122	POL ADMIN/CLERICAL PAY	\$183,206.00	\$134,779.57	73.57%	\$48,426.43
410.132	PATROLMEN PAY	\$1,525,118.00	\$1,003,119.19	65.77%	\$521,998.81
410.132A	RETROACTIVE PAY	\$0.00	\$58,510.99	n/a	(\$58,510.99)
410.132B	LONGEVITY/EDUCAT. PAY	\$0.00	\$38,450.00	n/a	(\$38,450.00)
410.132C	COPS GRANT OFFICERS	\$0.00	\$0.00	n/a	\$0.00
410.132M	MOTOR CARRIER TASK FORCE O/T	\$10,000.00	\$8,344.59	83.45%	\$1,655.41
410.132P	P/T PATROLMEN PAY	\$0.00	\$0.00	n/a	\$0.00
410.132T	TRAFFIC SAFETY DETAIL O/T	\$5,000.00	\$0.00	0.00%	\$5,000.00
410.134	ANIMAL CONTROL PAY	\$3,000.00	\$2,600.00	86.67%	\$400.00
410.183	POLICE OVERTIME	\$85,000.00	\$90,374.21	106.32%	(\$5,374.21)
410.183A	RETROACTIVE OVERTIME	\$0.00	\$5,136.54	n/a	(\$5,136.54)
410.192	POLICE SCHOOLING	\$21,000.00	\$13,424.65	63.93%	\$7,575.35
410.210	POLICE MATL/SUPPLIES	\$10,000.00	\$8,565.69	85.66%	\$1,434.31
410.231	POLICE VEHICLE GAS/OIL	\$38,000.00	\$27,386.51	72.07%	\$10,613.49
410.238	POLICE UNIFORMS	\$20,000.00	\$10,745.08	53.73%	\$9,254.92
410.239	PATROL CAR TIRES	\$2,000.00	\$2,652.43	132.62%	(\$652.43)
410.239A	POLICE AMMO/FLARES	\$24,000.00	\$11,169.30	46.54%	\$12,830.70
410.314	POLICE LEGAL	\$35,000.00	\$71,604.64	204.58%	(\$36,604.64)
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	\$4,500.00	\$605.00	13.44%	\$3,895.00
410.372A	SCALES	\$0.00	\$0.00	n/a	\$0.00
410.372B	VASCAR	\$2,500.00	\$1,775.00	71.00%	\$725.00
410.372C	COMPUTER NETWORK/MDT	\$29,000.00	\$19,489.25	67.20%	\$9,510.75
410.373	BREATHALIZER	\$0.00	\$0.00	n/a	\$0.00
410.374	POLICE VEHICLE MAINT.	\$18,000.00	\$9,943.47	55.24%	\$8,056.53

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Expense					
410.375	POLICE CAR CALIBRATION	\$2,800.00	\$1,909.25	68.19%	\$890.75
410.450	POLICE CAR WASH	\$2,400.00	\$2,400.00	100.00%	\$0.00
410.460	POLICE GENERAL EXPENSE	\$2,600.00	\$2,763.82	106.30%	(\$163.82)
410.462	POLICE PHYSICAL EXAMS	\$3,000.00	\$1,943.46	64.78%	\$1,056.54
410.470	POLICE INVESTIGATIONS	\$7,500.00	\$3,809.06	50.79%	\$3,690.94
410.540-001	D.A.R.E.	\$3,500.00	\$1,818.67	51.96%	\$1,681.33
410.540-002	COMMUNITY POLICING	\$2,000.00	\$2,100.66	105.03%	(\$100.66)
410.540-003	TRAFFIC SAFETY UNIT	\$4,500.00	\$3,763.73	83.64%	\$736.27
410.541	SPECIAL REACTION TEAM	\$3,500.00	\$3,729.49	106.56%	(\$229.49)
410.542	COMMUNITY REVIT. PROGRAM	\$0.00	\$0.00	n/a	\$0.00
410.750	POLICE MINOR EQUIPMENT	\$5,500.00	\$2,820.98	51.29%	\$2,679.02
411.130	FIRE MARSHAL PAY	\$27,104.00	\$22,210.91	81.95%	\$4,893.09
411.150	FIRE WORKERS COMP.	\$23,113.00	\$23,113.00	100.00%	\$0.00
411.212	FIRE MATLS & SUPPLIES	\$1,200.00	\$808.82	67.40%	\$391.18
411.331	FIRE MILEAGE	\$2,500.00	\$2,372.52	94.90%	\$127.48
411.373	FIRE MAINT. & REPAIR	\$0.00	\$0.00	n/a	\$0.00
411.460	FIRE GENERAL EXPENSE	\$2,500.00	\$2,500.00	100.00%	\$0.00
411.5	FIRE RELIEF FUND	\$130,000.00	\$118,595.67	91.23%	\$11,404.33
411.740	EMERGENCY CAPITAL EQ.	\$1,500.00	\$102.84	6.86%	\$1,397.16
414.130	CODE ENFORCEMENT PAY	\$154,031.00	\$122,274.20	79.38%	\$31,756.80
414.131	CODE OVERTIME	\$800.00	\$846.91	105.86%	(\$46.91)
414.141	INSPECTION SERVICE	\$23,000.00	\$12,362.50	53.75%	\$10,637.50
414.210	CODE MATLS & SUPPLIES	\$2,000.00	\$1,671.18	83.56%	\$328.82
414.310	RECYCLING GRANT EXPENSES	\$2,700.00	\$4,134.16	153.12%	(\$1,434.16)
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.)	\$100,000.00	\$83,406.64	83.41%	\$16,593.36
414.313A-001	CODE WATER/SEWER ENGR. (REIMB.)	\$50,000.00	\$7,134.05	14.27%	\$42,865.95
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	\$542.50	10.85%	\$4,457.50
414.314-003	CODE LEGAL TOWNSHIP-SALDO	\$0.00	\$0.00	n/a	\$0.00
414.314A	CODE LEGAL DVLPMNT	\$13,000.00	\$11,707.00	90.05%	\$1,293.00
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	\$8,647.50	3.78%	\$219,907.50
414.315D	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00

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Expense					
414.316	JOINT PLAN	\$4,500.00	\$0.00	0.00%	\$4,500.00
414.316-001	JOINT PLAN-GRANT EXPENSES	\$0.00	\$0.00	n/a	\$0.00
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	\$2,500.00	\$2,942.00	117.68%	(\$442.00)
414.321	UNIFORM CONSTRUCTION CODE FEES	\$1,000.00	\$260.00	26.00%	\$740.00
414.322	BLDG PLAN REVIEW REFUND	\$3,000.00	\$2,775.15	92.51%	\$224.85
414.340	CODE ADVERT./PRINTING	\$1,600.00	\$3,139.58	196.22%	(\$1,539.58)
414.374	CODE VEHICLE MAINT.	\$1,000.00	\$153.73	15.37%	\$846.27
414.400	CREDIT CARD FEES	\$1,900.00	\$1,533.35	80.70%	\$366.65
414.460	CODE GENERAL EXPENSE	\$2,000.00	\$2,001.94	100.10%	(\$1.94)
414.461	ENVIRON. ADVISORY COM.	\$1,500.00	\$1,110.00	74.00%	\$390.00
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
414.464	PECO RESTORTION PROJECT	\$0.00	\$6,038.75	n/a	(\$6,038.75)
414.750	CODE MINOR EQUIPMENT	\$3,500.00	\$0.00	0.00%	\$3,500.00
414ZHB	ZONING HEARING BOARD	\$11,000.00	\$21,270.16	193.37%	(\$10,270.16)
430.231	ROAD VEHICLE GAS & OIL	\$15,000.00	\$7,651.67	51.01%	\$7,348.33
430.238	ROAD UNIFORMS	\$6,200.00	\$3,123.84	50.38%	\$3,076.16
430.260	ROAD MATERIAL & TOOLS	\$2,500.00	\$3,072.22	122.89%	(\$572.22)
430.371	TREE MAINTENANCE	\$25,000.00	\$6,695.00	26.78%	\$18,305.00
431	ROAD SNOW REMOVAL CONTRAC	\$14,000.00	\$3,730.00	26.64%	\$10,270.00
433	TRAFFIC LIGHT	\$0.00	\$0.00	n/a	\$0.00
438.01	ROAD MATERIAL STONE/OIL	\$544,000.00	\$347,810.15	63.94%	\$196,189.85
438.145	PUBLIC WORKS PAY	\$349,886.00	\$267,418.01	76.43%	\$82,467.99
438.145A	ROAD ACTING SUPV. PAY	\$0.00	\$0.00	n/a	\$0.00
438.460	ROAD GENERAL EXPENSE	\$4,000.00	\$1,830.24	45.76%	\$2,169.76
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	\$9,110.50	60.74%	\$5,889.50
452.460	PARK/REC GENERAL EXPENSE	\$0.00	\$0.00	n/a	\$0.00
452.461	HISTORIC SIGN FUND	\$5,000.00	\$0.00	0.00%	\$5,000.00
452.530	PARK CONTRIBUTIONS	\$65,000.00	\$65,000.00	100.00%	\$0.00
452.531	CREDIT CARD DONATIONS	\$0.00	\$0.00	n/a	\$0.00
481.50	CONTRIBUTIONS	\$5,100.00	\$4,000.00	78.43%	\$1,100.00
482	JUDGEMENTS AND LOSSES	\$0.00	\$0.00	n/a	\$0.00

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Expense					
483.001	MUNICIPAL RETIREMENT	\$60,000.00	\$24,568.53	40.95%	\$35,431.47
483.002	POLICE PENSION	\$75,000.00	\$42,587.00	56.78%	\$32,413.00
484	WORKERS COMPENSATION	\$93,667.00	\$88,766.00	94.77%	\$4,901.00
485	UNEMPLOYMENT COMPENSATION	\$7,000.00	\$6,501.30	92.88%	\$498.70
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
486.355	GENERAL LIABILITY	\$54,970.00	\$54,970.00	100.00%	\$0.00
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	\$750,000.00	\$550,891.39	73.45%	\$199,108.61
488	LIFE INSURANCE	\$9,500.00	\$6,512.60	68.55%	\$2,987.40
488A	SHORT TERM DISABILITY	\$19,500.00	\$15,193.56	77.92%	\$4,306.44
488B	LONG TERM DISABILITY	\$12,500.00	\$8,910.85	71.29%	\$3,589.15
489	FICA	\$157,736.00	\$135,000.71	85.59%	\$22,735.29
489.01	TRANSFER - NONPOLICE	\$67,240.00	\$77,128.54	114.71%	(\$9,888.54)
489.02	TRANSFER - POLICE	\$96,760.00	\$110,989.84	114.71%	(\$14,229.84)
489A	MEDICARE	\$36,890.00	\$26,931.48	73.00%	\$9,958.52
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	\$1,000.00	\$1,435.06	143.51%	(\$435.06)
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 - EMS	\$100,000.00	\$100,000.00	100.00%	\$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	\$14,625.00	\$14,625.00	100.00%	\$0.00
492D	TRANSFER - BLDG CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
492E	TRANSFER - FIRE FUND- SUPV PAY	\$4,550.00	\$0.00	0.00%	\$4,550.00
Total		\$6,308,727.00	\$4,746,745.49	75.24%	\$1,561,981.51
Total Expense		\$6,308,727.00	\$4,746,745.49	75.24%	\$1,561,981.51
Net:		(\$235,787.00)	\$564,182.65	-239.28%	\$799,969.65