

Upper Makefield Township Board of Supervisors October 15, 2013 Meeting Minutes

The October 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, 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

Chairman Rattigan made the following announcements:

- An Executive Session was held prior to tonight's meeting to discuss personnel matters
- An Executive Session will be held following tonight's meeting to discuss land acquisition and litigation
- A letter was received from a resident on River Road commending township administration and police staff for their professionalism and promptness in handling a recent issue.
- The next Board of Supervisors meeting will be held on Thursday, November 7, 2013

Mr. Baldwin announced that the Police Department received a grant in the amount of \$1,111.32 from the Bureau of Justice Assistance for the purchase of bulletproof vests.

Ms. Ryan announced that the UMTree Grant program is extended through the November.

Ms. Slook reminded the Board that the date of the next Board of Supervisors is Thursday, November 7, 2013.

SPECIAL ITEMS

Upper Makefield Business Association - Revolutionary Run

Richard Walker and Scott Miller of Upper Makefield Business Association presented a check to the Township in the amount of \$13,000 representing fifty percent of the proceeds from the 2013 Revolutionary Run. Mr. Miller reported that the event was a collaboration of community effort with volunteers and businesses. He recognized the efforts of all involved.

Emergency Services Proposals

Mr. Rattigan explained that in an effort to reduce emergency response times in the Township, he, Mr. Baldwin and the Township Manager have been meeting with healthcare representatives over the last eighteen months. There are two proposals for the Board's consideration which would locate an ALS (Advanced Life Support) ambulance at Upper Makefield Fire Station 71 on Taylorsville Road. Capital Health, located in New Jersey, would provide an ALS unit for 16 hours/day, 365 days/year for three years at no cost to the Township. St. Mary Medical submitted a proposal for 24 hours/day, 7 days/week, 365 days/year for three years at no cost to the Township. Discussion followed concerning the two proposals.

Bart Kraus, President of Upper Makefield Fire Company, said the fire company is willing to provide space for the ambulance and medics at Station 71, and they feel it is a great opportunity to have the services in the Township.

Mr. Breeden stated that he felt this is a rush decision and other options should be considered.

A motion was made by Ms. Ryan and was seconded by Mr. Baldwin to accept the proposal of St. Mary Medical dated October 14, 2013 to provide ambulance service at no cost to the Township and to direct Township staff to prepare an Agreement for the Board's approval.

Ellen Lane Novitz, 11 Dunkin Drive, asked if both St. Mary's and Capital Health could provide ambulance service to the township.

Mary Lou Gaffney, Upper Makefield, commented on triage systems and insurance coverage.

Donald Damico, Upper Makefield resident, spoke about personal experience with delayed ambulance service and supported locating an ambulance in the Township. He said he is employed by Capital Health and that they have a successful system in place and own their vehicles.

Marion Basil, Traditions, said she is supportive of having an ambulance in the Township but has concerns about the scope of work. She urged the Board to delay a decision and investigate further.

Dr. George Heyrich, Upper Makefield Township resident, spoke about the urgent need for prompt service in the Township.

Mike Tierney, Brownsburg West, said he felt that this decision was being rushed, and he encouraged the Board to postpone a decision to establish a benchmark.

Mr. Kraus clarified the position of Upper Makefield Fire Company concerning ambulance service.

Dan Johansson, 85 McConkey Drive, commended the Board for their work to get the ambulance service into Upper Makefield Township. He then spoke about seeking temporary state funding to get the service operational.

A vote was then taken on the motion, which passed 4-1 with Mr. Breeden voting no.

PUBLIC COMMENT

Steve Ernst, 101 McConkey Drive, referred to the property located at Taylorsville Road and Rt. 532 and said he believes the suggestions to purchase the land as open space are not feasible.

Dan Johansson, 85 McConkey Drive, said that Fire Marshal John Kernan contacted him regarding the solar panel meeting.

Ellen Lane Novitz, 11 Dunkin Drive, inquired about Township staff healthcare contributions and salary increases in 2014 and requested a Right to Know form for an Act 537 inquiry.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to approve the October 1, 2013 Board of Supervisors Meeting minutes. Motion carried by unanimous vote.

Ms. Slook read into the record the bills for October 15, 2013. A motion was made by Mr. Cino and was seconded by Mr. Baldwin to approve the October 15, 2013 Bills Payable List in the amount of \$131,624.65. Motion carried on a unanimous vote.

PLANNING AND ZONING ISSUES

There were no Planning and Zoning issues.

SOLICITOR'S REPORT:

There was no Solicitor's Report.

MANAGER'S REPORT

Fund Balance Report

Ms. Slook provided highlights of the Fund Balance Report.

Third Quarter Financial Report

Ms. Slook provided an overview of the 2013 Third Quarter Financial Report.

Recycling Grant Renewal

Ms. Slook provided an overview of 2012 recycling grant joint application prepared by Hough Associates which amounted in a \$19,930 award to Upper Makefield Township and requested authorization to sign the 2013 Agreement. A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to authorize the Township Manager to sign the 2013 Recycling Grant Agreement with Hough Associates. Motion carried by a unanimous vote.

2014 Budget Process

Ms. Slook said that budget workshops were held on October 10 and October 14 and the public presentation of the 2014 Preliminary Budget is scheduled for Thursday, November 7 at 7: 30 pm.

BOWMA Deer Management Program

Ms. Slook provided an update of the deer management program administered by BOWMA on Upper Makefield Township property. The program began at the end of September and runs through the end of January 2014. BOWMA reports that thirteen deer have been harvested in Upper Makefield Township through the week of October 7.

ENGINEER'S REPORT

There was no engineer's report.

WATER/SEWER ENGINEER'S REPORT: TOM ZARKO, P.E.

Heritage Hills Wastewater Treatment Plant Aerator Rehabilitation – Phase 2

Mr. Zarko provided an update of the project and recommended accepting the proposal of KRS Services Inc. in the amount of \$4,994 for installation of the Heritage Hills Wastewater Treatment Plant Aerator Drive. Discussion followed and a motion was made by Mr. Baldwin and was seconded by Ms. Ryan to accept the proposal of KRS Services, Inc. of Southampton, NJ in the amount of \$4,994 for the installation of the Heritage Hills Wastewater Treatment Plant Aerator. Motion carried by a unanimous vote.

Water/Sewer Fund Discussion

Mr. Zarko provided an overview of the Heritage Hills Water/Sewer Fund and Dutchess Farm Water/Sewer Fund. Members of the Board provided comment and asked questions.

Mr. Zarko then led discussion of the proposed Capital Improvement Projects for 2014 and the Five-Year Capital Plan. Board members asked questions, provided comment and made recommendations. Following discussion, the Board decided to maintain an operating balance in the Water/Sewer Fund of 25% of expenditures and to transfer \$1,511,000 from the Water/Sewer Fund into a newly designated Water and Sewer Capital Reserve fund, which funds the plan at 80 percent. It was noted that the water and sewer funds are supported by user fees.

Dan Johansson, 85 McConkey Drive, inquired about escalation factors in the cost projections, which Mr. Zarko said have been applied.

BOARD AND COMMISSION REPORTS

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

- Park and Recreation Board - September 9, 2013
- Environmental Advisory Council - August 13, 2013

DEPARTMENT REPORTS:

Planning and Zoning Department

Mr. Kuhns provided highlight of the monthly Planning and Zoning Department Report.

Police Department Report

Chief Schmidt highlighted the monthly Police Department Report.

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

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

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT AND MEDIA QUESTIONS

Guy Polhemus, Washington Crossing, commented on Board interaction. He then encouraged continued funding of the Washington Crossing Historic Park.

ADJOURNMENT:

UPPER MAKEFIELD TOWNSHIP BOARD OF SUPERVISORS MINUTES

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A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to adjourn the meeting at 9:14 pm.
Motion carried by a unanimous vote.

Approved: November 7, 2013

OCTOBER 2013 GENERAL FUND BILLS - 10/15/13

<u>ACCT#</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400.210	Associated Imaging Solutions	\$303.48	copier charges
410.238	Atlantic Tactical	\$64.68	vest carrier
438.01	Bray Bros.	\$1,380.00	road projects
400.374	CIT Technology	\$623.98	copier rental
400.312	CKS Engineers	\$853.26	engineering fees
414.313A-1	" "	\$301.54	" "
409.140	CNS	\$707.55	cleaning service
430.238	Clemens	\$88.00	uniforms
409.321	Comcast - Admin	\$330.16	phone/long distance/Internet
409.321	Comcast - PW	\$130.43	phone/long distance/Internet
400.340	Courier Times	\$2,643.95	advertising
410.540-1	Creative Product Sourcing - DARE	\$258.00	DARE items
487	DVHIT	\$50,027.98	health insurance
414ZHB	Donna DeAngells-Lehman	\$280.00	court reporter
403.225	Nicholas Ettorre	\$298.77	September 2013 expenses
438.01	Eureka Stone Quarry	\$8,259.99	road projects
409.215	Joseph Finkle & Son	\$28.82	light bulbs
410.540-2	Foremost Promotions	\$252.00	community goodwill
400.313	Gillmore & Associates	\$12,871.11	engineering fees
414.313A	" "	\$18,367.24	" "
400.314	Grim, Biehn & Thatcher	\$4,854.50	legal fees
414.314A	" "	\$1,008.50	" "
414.314-2	" "	\$58.00	" "
407.319	HPT Systems	\$506.25	troubleshoot/repair e-mail issues
410.750	Havis	\$41.15	antenna
409.373	Kencor	\$175.00	monthly elevator maintenance
410.374	Kerrigan's Sunoco	\$803.49	PD vehicles repair/maintenance
403.115	Keystone Collections Group	\$992.93	tax collector
414.141	Keystone Municipal Services	\$1,260.00	inspection service
400.350	Longley Insurance Agency	\$750.00	Township Manager's bond
409.373	M.A. Landscapes & Lawn Care	\$455.00	mowing/w.c. Twp. Complex and bike path
452.373	" "	\$45.00	weed removal Streetscape
414ZHB	McNamara, Bolla & Panzer	\$717.50	legal fees zoning hearing board
400.210	Newtown Office Supply	\$5.38	office supplies
410.210	" "	\$481.86	" "
414.210	" "	\$36.45	" "
438.460	" "	\$43.26	" "
411.212	" "	\$296.34	" "
411.460	PABCO	\$39.00	annual membership PA Assoc. of Bldg. Officials
438.460	PSATS CDL Program	\$180.00	random drug testing
409.321	PA One Call System	\$66.30	monthly activity fee
410.231	Riggins	\$2,106.84	unleaded gasoline
410.238	Samzie's	\$135.00	boots
409.373	Sherwin Williams	\$42.19	paint
407.319	Ron Skotleski Video Productions	\$650.00	BoS Meeting broadcast 10/1/13 & repair/maint.
409.215	Smith's Yardville Supply	\$7.98	light bulbs
409.373	" "	\$8.78	battery for uv water system/glue
409.215	Staples Advantage	\$88.23	bldg. supplies
400.210	" "	\$54.58	office supplies
410.210	" "	\$268.81	" "
414.210	" "	\$7.24	" "
409.373	Zep	\$136.60	ice melter for twp. bldgs. walkways/parking lots
TOTAL		\$114,392.10	

**FOR BOARD APPROVAL
*OVER BUDGET

OCTOBER 2013 LIQUID FUELS BILLS - 10/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
430.260	Asphalt Care	\$135.00	small tools
438.245	" "	\$98.85	road materials
432S	Garden State Highway Products	\$286.32	signs
437	Kerrigan's	\$25.95	PW vehicle maint./repair
434SL	PECO	\$125.89	street lighting
433TL	PECO	\$28.39	traffic lighting
437	Praxair	\$25.74	cylinder rental
437	Smith's Yardville Supply	\$69.79	shop supplies
437	Tanner's Lawn & Snow Equip.	\$39.25	mower supplies
437	Zep	\$94.67	ice melter for trucks
	TOTAL	\$929.85	

*OVER BUDGET
**PAID INTERIMLY

OCTOBER 2013 PARK & REC BILLS - 10/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	CNS	\$240.30	cleaning of restrooms
452.250	M.A. Landscapes	\$1,248.00	mowing parks
452.250	PECO	\$80.91	electric
452.250	QC Laboratories	\$30.00	water testing
452.250	Staples Advantage	\$88.23	supplies for parks
	TOTAL	\$1,687.44	

**PAID INTERIMLY

OCTOBER 2013 WATER & SEWER BILLS - 10/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$1,928.60	engineering fees
429.740	" "	\$1,435.87	" "
429.374	Deckman Electric	\$344.30	troubleshoot well transducers
429.374	M.A. Landscapes	\$208.00	lawn mowing at treatment plant
429.372	PECO	\$1,406.23	electric
429.371	QC Laboratories	\$110.00	testing
429.210	USA BlueBook	\$485.04	supplies
429.421	Verizon	\$35.96	phone
429.421	Verizon	\$31.60	phone
	TOTAL	\$5,985.60	

**PAID INTERIMLY

OCTOBER 2013 INTERIM BILLS - 10/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
410.750	Cardmember Service - First National Bank	\$1,497.27	tools
400.192	" "	\$199.55	conference
400.460	" "	\$69.35	meeting exp./webinar
410.192	" "	\$2,200.08	training conference
410.210	" "	\$148.19	supplies
407.319	" "	\$390.07	renewal website/newsletter
409.215	" "	\$74.93	bldg. supplies
409.373	" "	\$225.49	paint/fan/vacuum cleaner
410.192	Kaplan University	\$2,125.00	tuition M.K. Huff

TOTAL **\$6,929.93**

*PREVIOUSLY APPROVED BY BOARD

OCTOBER 2013 DUTCHESS FARM BILLS - 10/15/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$188.00	engineering
429.210	Coyne Chemical	\$852.60	aluminum sulfate/return on containers
429.376	FRANC Environmental	\$443.11	sludge removal
429.371	QC Laboratories	\$177.50	testing
429.210	USA BlueBook	\$38.52	supplies
	TOTAL	\$1,699.73	

**PAID INTERIMLY

***OVER BUDGET/BOARD APPROVAL

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2013 To September, 2013

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					
309.90	EQUITY		\$0.00		
Total			\$0.00		
Total Equity			\$0.00		
Revenue					
301.10A	CURRENT R.E. TAXES	\$460,000.00	\$424,684.16	92.32%	(\$35,315.84)
301.10B	PRIOR YEAR R.E. TAXES	\$0.00	\$5,657.57	n/a	\$5,657.57
301.20A	INTERIM R.E. TAXES	\$750.00	\$383.37	51.12%	(\$366.63)
301.20B	INTERIM RE TAXES PR YRS	\$750.00	\$126.12	16.82%	(\$623.88)
301.40A	DELINQUENT RE TAX PR YR	\$0.00	\$0.00	n/a	\$0.00
301.40B	DELINQUENT RE TAX CURNT	\$4,000.00	\$11,136.56	278.41%	\$7,136.56
301.70	BREACH R.E. TAXES	\$0.00	\$0.00	n/a	\$0.00
310.02B	PRIOR YEAR PER CAPITA	\$0.00	\$0.00	n/a	\$0.00
310.10	TRANSFER TAX R.E.	\$465,000.00	\$422,340.97	90.83%	(\$42,659.03)
310.21	CURRENT E.I.T.	\$1,600,000.00	\$1,724,843.03	107.80%	\$124,843.03
310.22	PRIOR YEAR E.I.T.	\$1,480,000.00	\$1,320,753.92	89.24%	(\$159,246.08)
321.04	CERTIFICATE OF APPROP	\$120.00	\$60.00	50.00%	(\$60.00)
321.30	BUSINESS FEES	\$1,000.00	\$1,000.00	100.00%	\$0.00
321.35	FIRE PERMITS	\$4,500.00	\$2,845.00	63.22%	(\$1,655.00)
322.82	HIGHWAY ENCROACHMENT	\$2,000.00	\$2,040.00	102.00%	\$40.00
322.83	GRADING PERMITS	\$7,000.00	\$6,215.00	88.79%	(\$785.00)
322.84	GRADING ESCROWS/REINSP.	\$0.00	\$0.00	n/a	\$0.00
331.11	MOTOR VEHICLE VIOLATION	\$25,000.00	\$11,840.34	47.36%	(\$13,159.66)
331.12-001	VIOLATION OF ORDINANCES-POLICE	\$10,000.00	\$5,417.44	54.17%	(\$4,582.56)
331.12-002	VIOLATION OF ORDINANCES-CODE	\$8,500.00	\$6,660.68	78.36%	(\$1,839.32)
341	INTEREST	\$5,000.00	\$11,157.76	223.16%	\$6,157.76
341D	INSURANCE DIVIDENDS	\$0.00	\$13,042.00	n/a	\$13,042.00
355.01	PUBLIC UTILITY REALTY	\$8,600.00	\$0.00	0.00%	(\$8,600.00)
355.08	LIQUOR LICENSE	\$1,000.00	\$1,000.00	100.00%	\$0.00
355.13	FOREIGN FIRE	\$135,616.00	\$152,712.26	112.61%	\$17,096.26
355.14	PEMA/FEMA REIMBURSEMENT	\$0.00	\$32,408.30	n/a	\$32,408.30
355.15	ACT 537 PLANNING COST REIMB.	\$36,000.00	\$0.00	0.00%	(\$36,000.00)
355.16	PENNDOT STOOPVILLE REIMB.	\$228,556.00	\$19,381.85	8.48%	(\$209,174.15)
361.10	ADMINISTRATIVE EARNINGS	\$8,000.00	\$3,679.25	45.99%	(\$4,320.75)
361.20	JOINT VALIDITY REIMBURSEMENT	\$0.00	\$0.00	n/a	\$0.00
361.30	LEGAL REVIEW FEES	\$20,000.00	\$7,636.50	38.18%	(\$12,363.50)
361.31	SUBDIVISION FEES	\$6,000.00	\$1,600.00	26.67%	(\$4,400.00)
361.31-001	SUBDIVISION FEES-REINSPECTION FEES	\$0.00	\$0.00	n/a	\$0.00
361.32	ENGR. REVIEW FEES	\$60,000.00	\$24,355.09	40.59%	(\$35,644.91)

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2013 To September, 2013

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

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Revenue					
361.32-001	BIDDING DOCUMENT FEES	\$0.00	\$0.00	n/a	\$0.00
361.33	ZONING PERMITS	\$36,000.00	\$41,994.00	116.65%	\$5,994.00
361.33S	SIGN PERMITS	\$0.00	\$1,160.00	n/a	\$1,160.00
361.34	ZONING HEARING BOARD FEES	\$9,000.00	\$8,891.85	98.80%	(\$108.15)
361.40	CELL TOWER CONSULTANT FEES	\$0.00	\$0.00	n/a	\$0.00
361.41	WATER/SEWER CONSULTANT FEES	\$15,000.00	\$398.35	2.66%	(\$14,601.65)
361.50	SALE OF TWP PROPERTY	\$7,000.00	\$12,029.00	171.84%	\$5,029.00
362.11	POLICE EARNINGS	\$2,500.00	\$2,344.00	93.76%	(\$156.00)
362.41	BUILDING PERMITS	\$58,000.00	\$61,976.53	106.86%	\$3,976.53
362.41-001	REINSPECTION FEES	\$1,200.00	\$1,205.00	100.42%	\$5.00
362.43	PLUMBING PERMITS	\$18,000.00	\$11,318.90	62.88%	(\$6,681.10)
362.44	ELECTRICAL PERMITS	\$4,500.00	\$5,124.00	113.87%	\$624.00
362.45	OCCUPANCY PERMITS	\$14,000.00	\$8,719.00	62.28%	(\$5,281.00)
362.45A	USE & OCCUPANCY PERMITS	\$0.00	\$0.00	n/a	\$0.00
362.45C	ON-LOT HAULERS FEES	\$2,000.00	\$1,800.00	90.00%	(\$200.00)
362.46	ALARM PERMITS	\$19,000.00	\$18,165.00	95.61%	(\$835.00)
362.46B	WELL PERMITS	\$7,500.00	\$3,035.00	40.47%	(\$4,465.00)
362.47	SEWAGE PLANNING MODULE FEE	\$3,600.00	\$0.00	0.00%	(\$3,600.00)
362.48	PLAN/ZONE MISC REV.	\$1,200.00	\$110.00	9.17%	(\$1,090.00)
362.49	PROFESSIONAL SERVICES	\$45,000.00	\$31,008.00	68.91%	(\$13,992.00)
362.50	DEMOLITION PERMITS	\$11,500.00	\$10,695.00	93.00%	(\$805.00)
363	SNOW REMOVAL CONTRACT	\$22,000.00	\$0.00	0.00%	(\$22,000.00)
363.50	HIGHWAY DEPT. EARNINGS	\$250.00	\$392.80	157.12%	\$142.80
363.51	COPS GRANT	\$0.00	\$0.00	n/a	\$0.00
363.52	CO-OP POLICE DEPT. WORK	\$5,000.00	\$111.82	2.24%	(\$4,888.18)
363.53	D.A.R.E DONATIONS	\$500.00	\$575.00	115.00%	\$75.00
363.54	BOOKING CENTER FEES	\$25,000.00	\$15,419.46	61.68%	(\$9,580.54)
363.55	BULLET-PROOF VEST GRANT	\$0.00	\$0.00	n/a	\$0.00
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	\$50,000.00	\$1,860.60	3.72%	(\$48,139.40)
380	MISCELLANEOUS REVENUE	\$1,400.00	\$1,637.20	116.94%	\$237.20
380A	CABLE FRANCHISE FEE	\$206,000.00	\$161,952.76	78.62%	(\$44,047.24)
380D	DEVELOPER DONATIONS	\$0.00	\$1,500.00	n/a	\$1,500.00
380T	MODEL RAILROAD DONATIONS	\$0.00	\$0.00	n/a	\$0.00
380V	VENDING MACHINE REVENUES	\$0.00	\$0.00	n/a	\$0.00
389	STD/WORKER'S COMP. REIMBURSEMENT	\$0.00	\$4,639.48	n/a	\$4,639.48
390D	DEVELOP. ESCROW REFUNDS	\$0.00	\$0.00	n/a	\$0.00
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

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Revenue					
394A	MISCELLANEOUS REFUNDS	\$500.00	\$552.83	110.57%	\$52.83
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	\$157,000.00	\$159,258.70	101.44%	\$2,258.70
394R	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
394SW	SOLID WASTE/RECYCLING	\$15,000.00	\$18,039.00	120.26%	\$3,039.00
395	REFUND OF PRIOR YR EXPEND	\$0.00	\$1,000.00	n/a	\$1,000.00
Total		\$5,315,042.00	\$4,799,890.45	90.31%	(\$515,151.55)
Total Revenue		\$5,315,042.00	\$4,799,890.45	90.31%	(\$515,151.55)
Expense					
400	BANK	\$140.00	\$59.20	42.29%	\$80.80
400.113	BOARD SALARY	\$5,200.00	\$3,600.00	69.23%	\$1,600.00
400.121	ADMIN. STAFF & MGR PAY	\$272,647.00	\$247,717.64	90.86%	\$24,929.36
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	\$1,250.00	\$161.44	12.92%	\$1,088.56
400.140	PART TIME HELP	\$0.00	\$0.00	n/a	\$0.00
400.192	SCHOOLS/CONFERENCES	\$2,000.00	\$2,170.27	108.51%	(\$170.27)
400.210	ADMIN MATL & SUPPLIES	\$5,500.00	\$4,437.36	80.68%	\$1,062.64
400.311	AUDIT	\$21,500.00	\$20,050.00	93.26%	\$1,450.00
400.312	WATER/SEWER ENGR TWP	\$35,000.00	\$61,539.58	175.83%	(\$26,539.58)
400.313	ENGINEERING TOWNSHIP	\$125,000.00	\$68,168.00	54.53%	\$56,832.00
400.313A	ENGR. DEVELOPMENT	\$0.00	\$0.00	n/a	\$0.00
400.321	LEGAL TOWNSHIP	\$75,000.00	\$62,077.29	82.77%	\$12,922.71
400.331	ADMIN. VEHICLE EXPENSE	\$250.00	\$654.53	261.81%	(\$404.53)
400.340	ADMIN. ADVER/PRINTING	\$6,500.00	\$4,459.27	68.60%	\$2,040.73
400.350	ADMIN. INSURANCE BOND	\$1,500.00	\$750.00	50.00%	\$750.00
400.374	ADMIN. MAINT/REPAIRS	\$20,000.00	\$15,836.72	79.18%	\$4,163.28
400.460	ADMIN. GENERAL EXPENSE	\$8,000.00	\$6,091.12	76.14%	\$1,908.88
400.750	ADMIN. MINOR EQUIPMENT	\$2,000.00	\$3,727.79	186.39%	(\$1,727.79)
403.114	TAX COLLECTOR PAY	\$20,259.00	\$15,194.25	75.00%	\$5,064.75
403.115	TAX COLLECTOR E.I.T.	\$45,000.00	\$42,975.17	95.50%	\$2,024.83
403.225	TAX COLL MATL/SUPP.	\$5,000.00	\$3,247.86	64.96%	\$1,752.14
403.350	TAX COLLECTOR BOND	\$0.00	\$0.00	n/a	\$0.00
407.319	WEBSITE/BROADAST MTGS	\$20,000.00	\$21,780.84	108.90%	(\$1,780.84)
409.140	BLDG CUSTODIAN	\$11,000.00	\$7,327.90	66.62%	\$3,672.10
409.215	BLDG MATLS & SUPPLIES	\$5,500.00	\$3,135.23	57.00%	\$2,364.77
409.230	BLDG UTILITIES/FUEL	\$40,000.00	\$23,967.71	59.92%	\$16,032.29
409.300	ARCHITECT	\$0.00	\$0.00	n/a	\$0.00

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2013 To September, 2013

Notes: 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
Expense					
409.321	BLDG TELEPHONE	\$30,000.00	\$20,053.41	66.84%	\$9,946.59
409.341	BLDG POSTAGE	\$5,000.00	\$3,497.40	69.95%	\$1,502.60
409.361	BLDG ELECTRIC	\$35,000.00	\$21,804.75	62.30%	\$13,195.25
409.373	BLDG MAINT. & REPAIRS	\$45,000.00	\$26,139.85	58.09%	\$18,860.15
409.374	BLDG STP TESTS	\$300.00	\$185.00	61.67%	\$115.00
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	\$2,000.00	\$795.00	39.75%	\$1,205.00
409.750A	BLDG OFC FURN/COMPUTERS	\$2,000.00	\$633.35	31.67%	\$1,366.65
410.122	POL ADMIN/CLERICAL PAY	\$164,562.00	\$115,111.41	69.95%	\$49,450.59
410.132	PATROLMEN PAY	\$1,246,088.00	\$845,504.56	67.85%	\$400,583.44
410.132A	RETROACTIVE PAY	\$0.00	\$0.00	n/a	\$0.00
410.132B	LONGEVITY/EDUCAT. PAY	\$0.00	\$27,600.00	n/a	(\$27,600.00)
410.132C	COPS GRANT OFFICERS	\$0.00	\$0.00	n/a	\$0.00
410.132M	MOTOR CARRIER TASK FORCE O/T	\$1,000.00	\$4,102.36	410.24%	(\$3,102.36)
410.132P	P/T PATROLMEN PAY	\$0.00	\$0.00	n/a	\$0.00
410.132T	TRAFFIC SAFETY DETAIL O/T	\$2,000.00	\$401.03	20.05%	\$1,598.97
410.134	ANIMAL CONTROL PAY	\$3,500.00	\$1,250.00	35.71%	\$2,250.00
410.183	POLICE OVERTIME	\$75,000.00	\$74,296.88	99.06%	\$703.12
410.192	POLICE SCHOOLING	\$43,000.00	\$15,319.67	35.63%	\$27,680.33
410.210	POLICE MATL/SUPPLIES	\$9,000.00	\$5,913.53	65.71%	\$3,086.47
410.231	POLICE VEHICLE GAS/OIL	\$53,000.00	\$39,390.27	74.32%	\$13,609.73
410.238	POLICE UNIFORMS	\$22,000.00	\$8,019.02	36.45%	\$13,980.98
410.239	PATROL CAR TIRES	\$3,000.00	\$1,752.20	58.41%	\$1,247.80
410.239A	POLICE AMMO/FLARES	\$18,500.00	\$4,926.93	26.63%	\$13,573.07
410.314	POLICE LEGAL	\$25,000.00	\$705.40	2.82%	\$24,294.60
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	\$1,500.00	\$1,592.00	106.13%	(\$92.00)
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	\$24,601.54	70.29%	\$10,398.46
410.373	BREATHALIZER	\$0.00	\$0.00	n/a	\$0.00
410.374	POLICE VEHICLE MAINT.	\$20,000.00	\$17,665.80	88.33%	\$2,334.20
410.375	POLICE CAR CALIBRATION	\$2,500.00	\$1,440.65	57.63%	\$1,059.35
410.450	POLICE CAR WASH	\$2,100.00	\$2,000.00	95.24%	\$100.00
410.460	POLICE GENERAL EXPENSE	\$2,500.00	\$1,650.00	66.00%	\$850.00
410.462	POLICE PHYSICAL EXAMS	\$1,500.00	\$903.94	60.26%	\$596.06
410.470	POLICE INVESTIGATIONS	\$1,000.00	\$432.00	43.20%	\$568.00
410.540-001	D.A.R.E.	\$2,500.00	\$2,189.60	87.58%	\$310.40
410.540-002	COMMUNITY POLICING	\$500.00	\$0.00	0.00%	\$500.00
410.540-003	TRAFFIC SAFETY UNIT	\$1,500.00	\$37.00	2.47%	\$1,463.00

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2013 To September, 2013

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
Expense					
410.541	SPECIAL REACTION TEAM	\$4,000.00	\$3,214.07	80.35%	\$785.93
410.542	COMMUNITY REVIT. PROGRAM	\$0.00	\$0.00	n/a	\$0.00
410.750	POLICE MINOR EQUIPMENT	\$5,000.00	\$3,457.45	69.15%	\$1,542.55
411.130	FIRE MARSHAL PAY	\$24,325.00	\$18,687.43	76.82%	\$5,637.57
411.150	FIRE WORKERS COMP.	\$12,000.00	\$12,796.00	106.63%	(\$796.00)
411.212	FIRE MATLS & SUPPLIES	\$900.00	\$610.57	67.84%	\$289.43
411.331	FIRE MILEAGE	\$500.00	\$469.88	93.98%	\$30.12
411.373	FIRE MAINT. & REPAIR	\$0.00	\$0.00	n/a	\$0.00
411.460	FIRE GENERAL EXPENSE	\$1,000.00	\$775.52	77.55%	\$224.48
411.5	FIRE RELIEF FUND	\$135,616.00	\$0.00	0.00%	\$135,616.00
411.740	EMERGENCY-CAPITAL EQ.	\$500.00	\$874.74	174.95%	(\$374.74)
414.130	CODE ENFORCEMENT PAY	\$161,069.00	\$115,323.79	71.60%	\$45,745.21
414.131	CODE OVERTIME	\$600.00	\$279.09	46.52%	\$320.91
414.141	INSPECTION SERVICE	\$15,000.00	\$9,045.00	60.30%	\$5,955.00
414.210	CODE MATLS & SUPPLIES	\$1,800.00	\$1,377.90	76.55%	\$422.10
414.310	RECYCLING GRANT EXPENSES	\$0.00	\$2,009.75	n/a	(\$2,009.75)
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.)	\$60,000.00	\$54,403.51	90.67%	\$5,596.49
414.313A-001	CODE WATER/SEWER ENGR. (REIMB.)	\$13,000.00	\$2,967.47	22.83%	\$10,032.53
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	\$3,500.00	\$4,451.50	127.19%	(\$951.50)
414.314-003	CODE LEGAL TOWNSHIP-SALDO	\$0.00	\$0.00	n/a	\$0.00
414.314A	CODE LEGAL DVLPMNT	\$15,000.00	\$12,286.50	81.91%	\$2,713.50
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.	\$228,556.00	\$8,293.99	3.63%	\$220,262.01
414.315D	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
414.316	JOINT PLAN	\$4,000.00	\$4,493.31	112.33%	(\$493.31)
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	\$2,800.00	\$2,695.00	96.25%	\$105.00
414.321	UNIFORM CONSTRUCTION CODE FEES	\$150.00	\$276.00	184.00%	(\$126.00)
414.322	BLDG PLAN REVIEW REFUND	\$2,500.00	\$2,553.16	102.13%	(\$53.16)

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UPPER MAKEFIELD TOWNSHIP

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Expense					
414.340	CODE ADVERT./PRINTING	\$1,500.00	\$1,764.13	117.61%	(\$264.13)
414.374	CODE VEHICLE MAINT.	\$500.00	\$74.08	14.82%	\$425.92
414.400	CREDIT CARD FEES	\$800.00	\$742.28	92.79%	\$57.72
414.460	CODE GENERAL EXPENSE	\$800.00	\$242.92	30.37%	\$557.08
414.461	ENVIRON. ADVISORY COM.	\$1,000.00	\$0.00	0.00%	\$1,000.00
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
414.750	CODE MINOR EQUIPMENT	\$1,000.00	\$67.50	6.75%	\$932.50
414ZHB	ZONING HEARING BOARD	\$10,000.00	\$9,558.16	95.58%	\$441.84
430.231	ROAD VEHICLE GAS & OIL	\$20,000.00	\$10,998.54	54.99%	\$9,001.46
430.238	ROAD UNIFORMS	\$4,000.00	\$2,879.54	71.99%	\$1,120.46
430.260	ROAD MATERIAL & TOOLS	\$2,000.00	\$1,631.97	81.60%	\$368.03
430.371	TREE MAINTENANCE	\$40,000.00	\$17,420.00	43.55%	\$22,580.00
431	ROAD SNOW REMOVAL CONTRAC	\$12,500.00	\$2,790.00	22.32%	\$9,710.00
433	TRAFFIC LIGHT	\$0.00	(\$30.00)	n/a	\$30.00
438.01	ROAD MATERIAL STONE/OIL	\$142,000.00	\$18,427.51	12.98%	\$123,572.49
438.145	PUBLIC WORKS PAY	\$320,846.00	\$224,022.63	69.82%	\$96,823.37
438.145A	ROAD ACTING SUPV. PAY	\$0.00	\$0.00	n/a	\$0.00
438.460	ROAD GENERAL EXPENSE	\$3,000.00	\$2,194.62	73.15%	\$805.38
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	\$150.00	60.00%	\$100.00
452.325	PARK/REC POSTAGE	\$0.00	\$0.00	n/a	\$0.00
452.373	STREETSCAPE MAINTENANCE	\$8,000.00	\$3,617.47	45.22%	\$4,382.53
452.460	PARK/REC GENERAL EXPENSE	\$0.00	\$0.00	n/a	\$0.00
452.530	PARK CONTRIBUTIONS	\$20,000.00	\$20,000.00	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	\$110,000.00	\$17,883.64	16.26%	\$92,116.36
483.002	POLICE PENSION	\$200,000.00	\$25,918.98	12.96%	\$174,081.02
484	WORKERS COMPENSATION	\$79,000.00	\$49,722.00	62.94%	\$29,278.00
485	UNEMPLOYMENT COMPENSATION	\$16,000.00	\$13,777.28	86.11%	\$2,222.72
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	\$62,708.00	\$56,378.00	89.91%	\$6,330.00
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	\$595,276.00	\$449,035.92	75.43%	\$146,240.08
488	LIFE INSURANCE	\$11,000.00	\$4,476.13	40.69%	\$6,523.87
488A	SHORT TERM DISABILITY	\$15,000.00	\$10,823.85	72.16%	\$4,176.15
488B	LONG TERM DISABILITY	\$7,000.00	\$5,699.37	81.42%	\$1,300.63
489	FICA	\$150,000.00	\$109,943.59	73.30%	\$40,056.41
489.01	TRANSFER - NONPOLICE	\$62,000.00	\$0.00	0.00%	\$62,000.00
489.02	TRANSFER - POLICE	\$97,000.00	\$0.00	0.00%	\$97,000.00
489A	MEDICARE	\$35,000.00	\$23,355.40	66.73%	\$11,644.60
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	\$0.00	0.00%	\$500.00
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 - STATE GRANTS 4	\$0.00	\$0.00	n/a	\$0.00
492D	TRANSFER - BLDG CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
Total		\$5,315,042.00	\$3,243,450.86	61.02%	\$2,071,591.14
Total Expense		\$5,315,042.00	\$3,243,450.86	61.02%	\$2,071,591.14
Net:		\$0.00	\$1,556,439.59	n/a	\$1,556,439.59