

Township Manager Report

For the Period Ending
March 24, 2014

1. Township and Other Meetings Held:

- The Board of Supervisors met on Monday, March 10, 2014 at 7:30 P.M.
- The Northern Federation held its monthly meeting on Tuesday March 11, 2014 at 7:00 P.M. at the Warwick Township Building. The main item for discussion was setting up a web site for the Federation.
- I was on vacation Friday March 14, 2014.
- The Sustainability Committee held its monthly meeting on Tuesday March 18, 2014 at 7:30 P.M.
- I attended a mandatory meeting on the TCDI Planning Grants at the DVRPC offices at 4:00 P.M. on Tuesday, March 18, 2014.
- The monthly Planning Commission meeting was held on Thursday, March 20, 2014 at 7:30 P.M.
- I attended a seminar in Mechanicsburg on Thursday, March 20, 2014.
- There was a meeting on pipelines at the West Pikeland Township Building at 7:00 P.M. on Thursday, March 20, 2014.
- I met with representatives of the Police Department concerning the collective bargaining agreement.

2. Action Items for Board of Supervisors Meetings:

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3. Pending Subdivisions/Land Development/Applications:

- Toll/Eagle Farms: The Township has begun the process to abandon a portion of Eagle Farms Road pursuant to the agreement which was signed late last year.
- Wilkinson Associates/Birchrun Village: Closing was held on the purchase of the property. The Township has prepared an advertisement and a bid package for the removal of the two buildings on the property.
- West Vincent Associates/Brunner: Development agreements are being prepared.
- Kanavy Land Development: The Township has received an engineering review letter. The Planning Commission recommended conditional approval of the application.
- Markle Subdivision Plan: The Township issued a decision approving the application. The applicant has appealed that decision. The Township is prepared to issue an amended decision. The applicant has granted a further extension. A revised plan was received as was a review letter from Carroll Engineering.
- Batchelor: Plan received November 21, 2013. Engineering review letter has been received. A further extension will likely be necessary.
- Royal Crown Stables: Application to the Zoning Hearing Board has been received. A review letter has been received from Carroll Engineering. An

application was received for a Conditional Use. The hearing has been set for April 2, 2014 at 7:00 P.M. for the Zoning hearing and on April 28, 2014 at 7:00 P.M. for the Conditional Use.

- **NEWLY RECEIVED:**

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4. **Miscellaneous:**

-Zoning Hearing Board Hearing Schedule:

-Flather: Appeal filed. The applicants have filed for a new Zoning hearing. First hearing scheduled for 1/10/13 was continued at the applicants' request.

-Royal Crown Application has been filed. The hearing date has been set for April 2, 2014 at 7:00 P.M.

-Since mid January of 2013, the Township has received over 234 Right-to-Know requests, 199 of which were sent in by Brian Curry. To date, the cost for the assistant to help in responding to such requests has been \$1,190 through 12/20/13. The cost of staff time exceeds \$5,000.

-A draft of the storm water ordinance has been prepared with input from the Township Engineer and the Solicitor. It is being advertised so that it can be adopted by the Board.

-Staff prepared a newsletter for publication and distribution. It has been mailed to Township residents.

5. **Financial:**

-The external auditors prepared the final audit report. A summary has been advertised. The report was submitted to PADCED.

-The Township has prepared an invoice for PECO related to the costs incurred for the closing of Route 100. This invoice and one from the Ludwigs Corner Fire Department will be submitted to PECO for reimbursement. The Township is waiting for a response from PECO.

-Staff has prepared the annual report on the 457 Plan. It is currently being reviewed by the Plan Administrator before it will be submitted to the State.

-Real estate tax bills were mailed to Township residents in early March.

6. **Township Construction/Maintenance:**

-The Road Department has been busy with numerous snow and ice events and road repairs.

7. **Township Meetings Scheduled for the Near Future:**

-The Board of Supervisors will meet on Monday, March 24, 2014 at 7:30 P.M.

-Regional Planning has its monthly meeting on Wednesday March 26, 2014 at 7:30 P.M. at the Schuylkill Township Building.

-The Trash Task Force will hold its monthly meeting on Thursday, March 27, 2014 at 7:00 P.M.

- The EAC will hold its monthly meeting on Wednesday, April 2, 2014 at 5:30 P.M.
- The Zoning Hearing Board will hold a hearing on the Royal Crown Stables application on Wednesday April 2, 2014 at 7:00 P.M.
- The Park and Recreation Commission will hold its monthly meeting on Wednesday, April 2, 2014 at 7:30 P.M.
- The Board of Supervisors will hold an Executive Session on Monday April 7, 2014 at 7:30 P.M.
- The Northern Federation will hold its monthly meeting on Tuesday April 8, 2014 at 7:00 P.M. at the Warwick Township Building.
- The Board of Supervisors will meet on Monday April 14, 2014 at 7:30 P.M.

Treasurer's Report
For the Month Ended 02/28/2014

Revenues

<u>Type</u>	<u>Monthly Receipts</u>
EIT	\$ 298,975.44
RET	\$ 2,184.29
Transfer	\$ 19,100.12
Open Space	\$ 147,739.36
Other	<u>\$ 66,899.40</u>
Total	\$ 534,898.61

Expenditures

Bills Paid:

<u>Bills List Date</u>	<u>Total Bills Approved</u>
02/10/2014	\$ 126,410.62
02/24/2013	<u>\$ 157,930.90</u>
Total:	\$ 284,341.52

Payroll: \$ 103,266.82

Debt:

General Obligation: Original Issue 2012 Bond: \$8,965,000

Next payment due June 1, 2014

Tax Anticipation Note:

<u>Issuing Bank</u>	<u>Amount Committed</u>	<u>Expires</u>	<u>Balance</u>
<u>Outstanding</u>			
DNB First Bank	\$350,000	12/31/2013	\$0

Equipment:

<u>Payee</u>	<u>Amount</u>	<u>Due</u>	<u>For</u>
John Deere	18,634.91	4/2014	Mower and Tractor

Fund Balances

General Fund Balances: \$1,474,664.42

Open Space Tax Receipts Balance: \$1,488,803.44

Liquid Fuel Funds: \$ 63,147.55

2012 Bond Proceeds: \$ 000.00