

Township Manager Report

For the Period Ending
January 13, 2014

1. Township and Other Meetings Held:

- The Board of Supervisors met on Monday, December 23, 2013 at 7:30 P.M.
- The Township offices were closed on Tuesday and Wednesday December 24 and 25, 2013.
- The December Trash Task Force meeting was cancelled.
- The Township Offices were closed on Wednesday January 1, 2014 for the New Year's Holiday.
- The Township Reorganization meeting was held on Monday, January 6, 2014 at 7:30 P.M.
- The meeting of the elected auditors was held on Tuesday, January 7, 2014 at 5:00 P.M.
- The EAC monthly meeting was held on Wednesday, January 8, 2014 at 5:30 P.M.
- The Park and Recreation Commission monthly meeting was held on Wednesday, January 8, 2014 at 7:30 P.M.
- An Executive Session of the Board of Supervisors was held on Friday, January 10, 2014 at 4:00 P.M.

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- Wilkinson Associates/Birchrun Village: The applicant has withdrawn its request for a Conditional Use. The Township has an agreement of sale to purchase the 2.1 acre property from a new owner, which is purchasing that property and a 0.8 acre property on which the old schoolhouse sits. The Township believes that the sale of the property to the new owner occurred in very late 2013.
- 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. A further extension has been granted.
- 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 until January 27, 2014.
- Mark & Sandra Szilagyi: The application was approved.
- Batchelor: Plan received November 21, 2013.

- 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.
- Greiner: Appeal of Cease and Desist Order filed with ZHB. A decision has been issued which supports the Township's position. No appeal has been filed.

-Since mid January, 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 \$1,070 through 12/20/13. The cost of staff time exceeds \$5,000.

-I have prepared a report to the Sustainability Committee which identifies the progress made by the Township on the 61 initiatives in the Sustainability Work Plan.

5. **Financial:**

- The proposed budget was adopted by the Board of Supervisors.
- Form 1099s have been prepared and are being sent.
- The external auditors will begin their audit the week of February 3rd.

6. **Township Construction/Maintenance:**

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

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

- The Board of Supervisors meets on Monday, January 13, 2014 at 7:30 P.M.
- The Northern Federation of Chester County Communities meets at 7:00 P.M. at the Warwick Township Building on Tuesday, January 14, 2014.
- The monthly meeting of the Planning Commission will be held on Thursday, January 16, 2014 at 7:30 P.M.
- The Sustainability Committee monthly meeting is scheduled for Tuesday, January 21, 2014 at 7:30 P.M.
- The Multi Modal Task Force will meet on Wednesday, January 22, 2014 at 7:30 P.M.
- The Trash Task Force will meet on Thursday, January 23, 2014 at 7:00 P.M.
- The Board of Supervisors will meet on Monday, January 27, 2014 at 7:30 P.M.

Treasurer's Report
For the Month Ended 11/30/2013

Revenues

<u>Type</u>	<u>Monthly Receipts</u>
EIT	\$172,108.41
RET	\$ 10,895.30
Transfer	\$ 28,342.97
Open Space	\$ 84,570.13
Other	<u>\$ 74,770.97</u>
Total	\$370,687.78

Expenditures

Bills Paid:

<u>Bills List Date</u>	<u>Total Bills Approved</u>
11/13/2013	\$543,421.48
11/25/2013	<u>\$ 77,090.65</u>
Total:	\$620,512.13

Payroll: \$ 87,587.65

Debt:

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

Last Payment:

06/01/13	Open Space	\$88,447.50
06/01/13	General	<u>\$29,587.50</u>
	Total	\$118,035.00

Next Payment:

12/01/13	Open Space	\$338,447.50
12/01/13	General	<u>\$114,587.50</u>
		\$453,035.00

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	2014	Mower and Tractor

Fund Balances

<u>General Fund Balances:</u>	\$767,967.85
<u>Open Space Tax Receipts Balance:</u>	\$1,269,288.57
<u>Liquid Fuel Funds:</u>	\$63,204.96
<u>2012 Bond Proceeds:</u>	\$392.35