

**POCONO TOWNSHIP BOARD OF COMMISSIONERS**  
**MEETING AGENDA**  
**May 2, 2016**  
**7:00 P.M.**

- 1) Pledge of Allegiance
- 2) Roll Call
- 3) Announcements
  - a. There was an executive session on 4/25/16 to discuss contract negotiations
  - b. There was an executive session on 4/26/16 to discuss personnel
  - c. There was an executive session on 5/2/16 to discuss personnel
- 4) Approval of Minutes
  - a. Commissioners Regular Meeting, April 18, 2016
- 5) Approval of Bills and Transfers
  - a. Appropriations
  - b. Check Listing, dated May 2, 2016
- 6) Public Comment

Comments are for any item **NOT** on the agenda. Comments on agenda items will be taken after each item is discussed by the Board of Commissioners, but before formal action is taken. (Please limit individual comments to 3 minutes to allow time for others wishing to speak and direct all questions and comments to the President)

- 7) Report of the President
- 8) Commissioners Comments
  - a. Mr. Harold Werkheiser, Vice President
  - b. Ms. Judi Coover, Commissioner
    - i. Appropriation request for a budget for bi centennial committee
  - c. Mr. Bob DeYoung, Commissioner
  - d. Mr. Gerald Lastowski, Commissioner
- 9) Reports
  - a. Emergency Services (second meeting of month)
    - i. Chief Werkheiser – Pocono Township Police
      1. Retirement of police dog
    - ii. Chief Shay – Pocono Township Volunteer Fire Co.
    - iii. Mr. Albertson – Suburban EMS
  - b. Administration
    - i. Mr. Schuster – Township Manager
      1. Temporary Zoning Officer
      2. Administrative Assistant Position
    - ii. Mr. Benner – Township Engineer
      1. Northridge at Camelback Escrow Release
    - iii. Mr. DeVito – Solicitor
      1. Heritage Center Access Agreement
      2. ZHB Appeal – 151 Terrace Drive (short term rental)
      3. Engagement letter for Attorney Blissman
    - iv. Ms. Zuvich – Treasurer
- 10) Presentations
  - a. Appointment of Right to Know Officer
  - b. Schlier Conditional Preliminary/Final Approval
- 11) Ordinances

- a. Sanofi Rezoning

12) Resolutions

- a. A resolution approving authorized bank signatories
- b. A resolution establishing the compensation of the Interim Township Manager

13) Public Comment

Comments are for any item NOT on the agenda. Comments on agenda items will be taken after each item is discussed by the Board of Commissioners, but before formal action is taken. (Please limit individual comments to 3 minutes to allow time for others wishing to speak and direct all questions and comments to the President)

14) Executive Session (If Necessary)

15) Adjournment

Next regular meeting – May 16, 2016 (7:00 p.m.)

Next sewer meeting – May 16, 2016 (6:00 p.m.)

Next Resolution Number: 2016-27

Next Ordinance Number: 2016-02

**POCONO TOWNSHIP BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**APRIL 18<sup>th</sup>, 2016 7:00 P.M.**

The regular meeting of the Pocono Township Commissioners was held on 04/18/2016 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Tom Felver at 7:00 p.m., followed by the Pledge of Allegiance.

**ROLL CALL:** Tom Felver, present; Harold Werkheiser, yes; Jerry Lastowski, present; Robert DeYoung, yes; and Judi Coover, yes.

Leo V. DeVito, Broughal & DeVito LLP, Solicitor, Mark Ambrose, T&M Associates, Engineer; Gregg Schuster, Manager; Regina Zuvich, Township Treasurer; and Pamela Finkbeiner, Twp. Secretary; were present.

**ANNOUNCEMENTS:**

Spring Cleanup will be 05/05, 05/06, and 05/07.

An executive session was held 04/11/2016 to discuss litigation.

Pocono Heritage Center's Groundbreaking Ceremony will be 1:00 p.m., April 30<sup>th</sup>, 2016 at Mt. View Park.

G. Schuster read his letter of resignation noting he has accepted another position in Bucks County.

J. Cilurso, Twp. resident, thanked G. Schuster for his work.

**APPROVAL OF MINUTES:**

P. Finkbeiner noted the minutes were corrected to reflect T. Felver's absence.

T. Felver made a motion, seconded by J. Lastowski, to approve the regular meeting minutes of 04/04/2016 as corrected. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; abstained; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by T. Felver, to approve the Special meeting minutes of 03/29/2016. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver, abstained; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**BILLS AND TRANSFERS:**

J. Lastowski a motion, seconded by T. Felver, to approve all the invoices in the Bill's list of 04/18/2016. J. Coover, H. Werkheiser, and B. DeYoung noted they did not review the invoices. T. Felver questioned the TIF Payment for Camelback. Roll call vote: B. DeYoung, yes; H. Werkheiser, no; T. Felver, yes; J. Lastowski, yes; and J. Coover, abstained. Motion carried.

**PUBLIC COMMENT:**

Angela Tullo, Twp. Resident, commented on the manager's salary.

**REPORT OF THE PRESIDENT:** Tom Felver thanked G. Schuster for his leadership and wished him the best on the new position.

Harold Werkheiser, Vice President, none.

**REPORTS CONT:**

Judi Coover, Commissioner, none.

Bob DeYoung, Commissioner, none.

Jerry Lastowski, Commissioner, questioned the position of manager when G. Schuster resigns. L. DeVito noted the Board had previously approved Pocono Police Chief Kent Werkheiser and Public Works Director Jeffry Clapper to serve as managers in the absent of the Twp. Manager.

J. Coover made a motion, seconded by R. DeYoung ,to appoint Pamela Finkbeiner as Interim Township Manager. Roll call vote: J. Coover, yes, H. Werkheiser, yes; T. Felver, no; J. Lastowski, no; B. DeYoung, yes. Motion carried.

J. Lastowski requested the Board determine the process for searching for a new manager. The Board concurred to hold an executive session to discussion salary for the Interim Township Manager and the process of hiring a new manager.

Angelo Tullo, Twp. Resident, asked the board consider by special committee for the new manager's salary and benefits.

**EMERGENCY SERVICES:**

Pocono Township Chief of Police Kent Werkheiser, thanked G. Schuster for his work. He reported on the success of the Take Back drugs program. T. Felver thanked the Police Department for their recent drug arrest.

Pocono Township Volunteer Fire Company Mike Shay, absent. St. Representative Jack Rader spoke concerning tax break legislature for Volunteer Fire personnel.

Suburban EMS Nick DeWitt gave their report. He thanked G. Schuster for his service. T. Felver questioned the status of the GPS locator. N. DeWitt noted they are in the process of updating their service.

**ADMINISTRATION:**

- 1) Cable Franchise Agreement - G. Schuster explained the agreement brings approximately \$200,000 in revenue to the Township and expires 06/05/2016. J. Coover questioned if seniors could be excluded from the fee. G. Schuster will investigate. St. Representative Jack Rader suggested contacting other Townships for an agreement. No action taken.

Joe Folsom, Twp. resident, requested the board remove the fee.

- 2) Spirit of Swiftwater - Request to remain with Pennoni Engineering for the Final Plan. G. Schuster noted the preliminary plan was reviewed by Pennoni Engineering and the applicant would like to continue with their services.

B. DeYoung made a motion, seconded by T. Felver, to approve the request by Anthony Maula to retain Pennoni Engineering for review of the Spirit of Swiftwater Final Plan. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**ADMINISTRATION REPORT CONT:**

- 3) Temporary Zoning Officer - Doug Olmsted at the rate of \$35.00 per hour without benefits - J. Coover requested an executive session to discuss the wage increase. T. Felver noted the need for a zoning officer. G. Schuster stated BIU will help out but it is not their key business. B. DeYoung commented on possible conflicts with D. Olmsted previous employers. L. DeVito suggested an executive session. The Board concurred to hold an executive session at a later date. No action taken.

J. Coover made a motion, seconded J. Lastowski, to hold an executive session on 05/02/2016 at 5:00 p.m. to discuss the zoning officer employment. G. Schuster will review the work load. Discussion followed. T. Felver spoke in support of Doug Olmsted for the position and he felt the Township should not delay in the appointment. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; no; J. Lastowski, yes; and J. Coover, yes. Motion carried.

T. Felver commented on the Gypsy Moth spraying of Township properties.

J. Coover left the meeting.

Mark Ambrose, Engineer,

- 1) Change order - Sewer repair - Marona - Mark Ambrose explained the change order.

J. Lastowski made a motion, seconded by T. Felver, to approve Change Order No. (2) in the amount of decrease by \$126,533.64. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

Leo DeVito, Solicitor, wished G. Schuster success and noted his excellence of service.

- 1) BCRA Easement on TLC site - L. DeVito explained the easements are for the proposed waterline to Pocono Medical Center site and the PJJWA service area. Ken Brown, BCRA, noted the line will not be impacted by the Rt. 715 proposed realignment. J. Lastowski made a motion, seconded by B. DeYoung, to approve the BCRA Easement and authorize the Twp. to execute the Developer's Agreement. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

**PRESENTATIONS:**

Resolution 2016-24 - Sanofi Lot Line Adjustment - J. Lastowski made a motion, seconded by B. DeYoung, to adopt Resolution 2016-24 - Sanofi Lot Line Adjustment. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

Monroe County and Technical Institute Waterline Extension - Waiver Requests: T&M recommended the RFMs in their letter dated 04/14/2016. H. Werkheiser made a motion, seconded by B. DeYoung to grant the RFMS:  
a) SWM No. 138 - Sec. 104 - Regulated Activities -  
b) SWM No. 138 - Sec. 303.1.8.a & 303.1.8.b - 50' buffer -

**MCTI WATERLINE EXTENSION CONT:**

c) SWM No. 138 - Sec. 303.I.6.b.i - 50' buffer - permitted activities.  
Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and  
J. Lastowski, yes. Motion carried.

Appointment to the Finance Committee -

B. DeYoung made a motion, seconded by T. Felver, to appoint J. Lastowski  
to the Finance Committee. Roll call vote: B. DeYoung, yes; H. Werkheiser,  
yes; T. Felver; yes; and J. Lastowski, yes. Motion carried. T. Felver  
noted the audit conference will be held soon.

**ORDINANCES:****RESOLUTIONS:**

Resolution 2016-25 - T. Felver made a motion, seconded by J. Lastowski, to  
adopt Resolution 2016-25 - Appointment of Anthony Farda to the Recreation  
Committee for a five (5) year term commencing on January 1, 2015 and  
terminating on December 31, 2019. Roll call vote: B. DeYoung, yes; H.  
Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

Resolution 2016-26 - J. Lastowski made a motion, seconded by B. DeYoung,  
to adopt Resolution 2016-26 appointing Joseph Shupp as Vacancy Board  
Chairman. T. Felver questioned the process of the appointment. Roll call  
vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; no; and J.  
Lastowski, yes. Motion carried.

**PUBLIC COMMENT:****EXECUTIVE SESSION: None**

ADJOURNMENT: T. Felver made a motion, seconded by J. Lastowski, to adjourn  
the meeting at 8:15 p.m., into executive session to discuss a personnel  
issue. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver;  
yes; and J. Lastowski, yes. Motion carried.

<b>General Fund</b>					
<b>May 2016 Appropriations</b>					
	<b>Actual</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>Adjusted Budget</b>	<b>Appropriation</b>
<b>271.100 - Restricted for Park Fund</b>	224,192.69	0.00		19,400.00	-19,400.00
<b>General Government</b>					
400.110 - Salary & Wages - Legislative	2,660.71	16,250.00	-13,589.29		
400.192 - Legislative SSI Tax	203.53	1,243.00	-1,039.47		
400.260 - Minor Equipment	408.99	2,000.00	-1,591.01		
400.310 - Legislative - Professional Srv	0.00	0.00	0.00		
400.420 - Dues, Subscriptions & Membership	500.00	1,516.00	-1,016.00	3,700.00	3,200.00
400.460 - Legislaive -Meetings & Training	0.00	1,000.00	-1,000.00		
400.540 - Legislative - Donations	567.79	3,000.00	-2,432.21		
401.110 - Admin Salaries & Wages	33,843.20	110,000.00	-76,156.80	104,734.00	-5,266.00
401.192 - Admin SSI Taxes	2,588.97	8,415.00	-5,826.03		
401.196 - Admin Health Insurance	10,752.85	25,259.00	-14,506.15		
401.198 - Non-Uniformed Pension Plan	2,284.41	9,900.00	-7,615.59		
401.199 - Admin Life and Disability Ins	252.00	756.00	-504.00		
401.200 - Administration Allowances	997.40	3,200.00	-2,202.60	1,250.00	-1,950.00
401.220 - Admin Operating Supplies	0.00	500.00	-500.00		
401.260 - Admin Minor Equipment	0.00	1,000.00	-1,000.00		
401.310 - Admin Professional Services	0.00	0.00	0.00		
401.312 - Admin Management Services	0.00	0.00	0.00		
401.420 - Admin Dues, Subscriptions & Mem	0.00	2,565.00	-2,565.00		
401.460 - Admin Meetings & Training	0.00	3,250.00	-3,250.00	0.00	-3,250.00
402.110 - Fin Admin Salaries & Wages	16,307.20	53,202.00	-36,894.80		
402.120 - Financial Admin OVT	1,442.81	2,500.00	-1,057.19		
402.192 - Fin Admin SSI Taxes	1,357.88	4,261.00	-2,903.12		
402.196 - Fin Admin Health Insurance	10,376.95	26,274.00	-15,897.05		
402.198 - Fin Admin Non-Uni Pension Plan	1,183.84	4,788.00	-3,604.16		
402.199 - Fin Admin Life & Disability Ins	134.00	804.00	-670.00		
402.220 - Fin Admin Operating Supplies	58.97	500.00	-441.03		
402.260 - Fin Admin Minor Equipment	0.00	500.00	-500.00		
402.310 - Fin Admin Professional Svcs	1,933.16	12,000.00	-10,066.84		
402.420 - Fin Admin Dues, Subscriptions	0.00	500.00	-500.00		
402.460 - Fin Admin Meetings & Training	586.54	500.00	86.54	1,000.00	500.00
403.110 - Tax Collection Salaries & Wages	3,076.96	10,000.00	-6,923.04		
403.192 - Tax Collection SSI Taxes	235.44	765.00	-529.56		
403.199 - Tax Collection Bond Ins	0.00	0.00	0.00		
403.215 - Tax Collection Postage	1,603.53	2,000.00	-396.47		
403.220 - Tax Collection Operating Supply	1,266.02	2,000.00	-733.98		
403.310 - Tax Collection Professional Srv	7,369.03	23,250.00	-15,880.97		
403.460 - Tax Collection Meetings & Conf	0.00	625.00	-625.00		
404.310 - Township Solicitor	18,181.68	90,000.00	-71,818.32		
404.314 - Legal Services Special Counsel	0.00	0.00	0.00		
405.110 - Secretary Salaries & Wages	26,993.30	101,903.00	-74,909.70		
405.120 - Secretary OT	1,557.89	6,000.00	-4,442.11		
405.192 - Secretary SSI Taxes	2,172.89	8,255.00	-6,082.11		
405.196 - Secretary Insurance	16,054.85	38,414.00	-22,359.15		
405.198 - Secretary Non-Uni Pension Plan	1,919.20	7,821.00	-5,901.80		
405.199 - Secretary Life & Disability Ins	536.00	1,600.00	-1,064.00		
405.220 - Secretary Operating Supplies	0.00	500.00	-500.00		
405.240 - Secretary Data Processing Srv	0.00	0.00	0.00		
405.260 - Secretary Minor Equipment	0.00	1,000.00	-1,000.00		
405.310 - Secretary Professional Svcs	0.00	0.00	0.00		
405.317 - Recording Secretary Services	0.00	0.00	0.00		
405.420 - Secretary Dues, Subscriptions	0.00	500.00	-500.00		
405.460 - Secretary Meetings & Training	0.00	1,000.00	-1,000.00		
406.215 - Gen Govt Postage	2,293.38	4,000.00	-1,706.62		
406.220 - Gen Govt Operation Supplies	1,389.79	7,000.00	-5,610.21		
406.310 - Gen Govt Professional Svcs	3,299.40	8,600.00	-5,300.60		
406.320 - Gen Govt Communications	2,502.42	9,000.00	-6,497.58		
406.340 - Gen Govt Advertising & Printing	381.80	8,000.00	-7,618.20		
406.374 - Gen Govt Office Equipment Maint	0.00	1,000.00	-1,000.00		
406.384 - Gen Govt Equipment Leases	972.24	6,396.00	-5,423.76		
406.430 - Gen Govt Real Estate Taxes	0.00	0.00	0.00		
407.252 - Computer Parts & Supplies	0.00	500.00	-500.00		

<b>General Fund</b>					
<b>May 2016 Appropriations</b>					
407.260 · Technology Minor Equipment	0.00	1,000.00	-1,000.00		
407.450 · Contracted Services	5,676.50	8,500.00	-2,823.50		
408.310 · Township Engineer	4,674.91	70,000.00	-65,325.09		
408.311 · TIF - Engineering	0.00	0.00	0.00		
409.220 · Building Operating Supplies	38.00	1,000.00	-962.00		
409.360 · Building Utilities	10,652.37	47,000.00	-36,347.63		
409.370 · Building Maintenance & Cleaning	0.00	0.00	0.00		
409.373 · Building Maint & Repairs	3,141.60	17,000.00	-13,858.40		
409.450 · Building Contracted Services	1,948.43	7,000.00	-5,051.57		
409.610 · Capital Costs & Construction	0.00	0.00	0.00		
General Government - Other	0.00	0.00	0.00		
<b>Public Safety</b>					
410.120 · Police Salaries & Wages-Admin	26,502.40	86,464.00	-59,961.60		
410.130 · Police Salaries & Wages-Officer	317,243.68	1,114,911.00	-797,667.32		
410.140 · Police Salaries & Wages-Civilia	14,392.17	47,594.00	-33,201.83		
410.179 · Police Longevity Pay	0.00	42,824.00	-42,824.00		
410.180 · Police Overtime Wages	34,732.35	125,000.00	-90,267.65		
410.183 · Reimbursable Overtime Wages	0.00	0.00	0.00		
410.187 · Police Overtime Civ Support	15.80	500.00	-484.20		
410.188 · Police 457 Plan Contribution	0.00	0.00	0.00		
410.191 · Uniform Allowance	0.00	14,400.00	-14,400.00		
410.192 · Police SSI Taxes	31,016.37	108,423.00	-77,406.63		
410.196 · Police Health Insurance	178,689.10	435,076.00	-256,386.90		
410.197 · Police Pension Plan	0.00	145,320.00	-145,320.00		
410.198 · Police Life & Disability Ins	5,025.00	16,470.00	-11,445.00		
410.199 · Police Non-Uniform Pension	913.82	3,959.00	-3,045.18		
410.200 · Police 457 Contribution	0.00	5,000.00	-5,000.00		
410.215 · Police Postage	0.00	0.00	0.00		
410.220 · Police Operating Supplies	2,914.28	5,000.00	-2,085.72		
410.221 · Crime Scene Supplies	306.83	1,000.00	-693.17		
410.222 · Ammunition	141.60	5,000.00	-4,858.40		
410.223 · K-9 Expenses	143.26	1,500.00	-1,356.74		
410.231 · Vehicle Fuel	9,694.95	45,000.00	-35,305.05		
410.234 · Vehicle Operating Supplies	0.00	0.00	0.00		
410.260 · Police Minor Equipment	231.92	5,000.00	-4,768.08		
410.310 · Police Professional Services	0.00	2,500.00	-2,500.00		
410.314 · Civil Service Comm Solicitor	951.41	10,000.00	-9,048.59		
410.320 · Police Communications	4,303.09	15,000.00	-10,696.91		
410.341 · Police Advertising & Printing	112.00	400.00	-288.00		
410.373 · Police Maint & Repair Bldg	2,791.05	5,000.00	-2,208.95		
410.374 · Police Equipment Maint	2,028.15	3,500.00	-1,471.85		
410.410 · Judgment and Settlements	0.00	0.00	0.00		
410.420 · Police Dues, Subscriptions	255.00	1,500.00	-1,245.00		
410.450 · Police Contracted Services	41,620.55	99,163.00	-57,542.45		
410.451 · Police Vehicle Maintenance	6,905.39	25,000.00	-18,094.61		
410.460 · Police Meetings & Training	694.00	8,500.00	-7,806.00		
410.540 · Police Donations	0.00	0.00	0.00		
410.740 · Police Capital Purch, Minor	0.00	0.00	0.00		
410.741 · Police Capital Purch, Autos	0.00	0.00	0.00		
411.232 · Fire Department Fuel	0.00	6,150.00	-6,150.00		
411.540 · Foreign Fire Payments	0.00	104,000.00	-104,000.00		
411.541 · Disbursement to Fire Company	0.00	215,000.00	-215,000.00		
412.231 · Ambulance Fuel	0.00	0.00	0.00		
412.540 · Contribs to Central Pocono Amb	0.00	0.00	0.00		
413.110 · Code Enforcement Wages	0.00	0.00	0.00		
413.192 · Code Enforcement SSI Taxes	0.00	0.00	0.00		
413.220 · Code Enforcement Supplies	0.00	500.00	-500.00		
413.231 · Code Enforcement Fuel	0.00	0.00	0.00		
413.234 · Code Enforcement Vehicle Suppli	0.00	0.00	0.00		
413.260 · Code Enforcement Minor Equip	0.00	500.00	-500.00		
413.310 · Prof Services - BIU Building	19,257.82	280,000.00	-260,742.18		
413.311 · Prof Services - SEO	2,969.74	15,000.00	-12,030.26		
413.312 · Professional Services - ZO	0.00	0.00	0.00		
413.314 · Building Code Appeals Board	0.00	0.00	0.00		
413.319 · Code Enforcement UCC Fees	192.00	1,000.00	-808.00		



<b>General Fund</b>					
<b>May 2016 Appropriations</b>					
413.331 - Code Enforcement Mileage Reimb	0.00	0.00	0.00		
413.341 - Code Enforcement Advertising	0.00	0.00	0.00		
413.420 - Code Enforcement Dues & Subs	0.00	250.00	-250.00		
413.450 - Code Enforcement Contracted Srv	0.00	0.00	0.00		
413.451 - Code Enforcement Vehicle Maint	0.00	0.00	0.00		
413.460 - Code Enforcement Meetings	0.00	500.00	-500.00		
414.110 - Planning & Zoning Salaries	14,636.00	55,288.00	-40,652.00		
414.120 - Planning & Zoning OT	68.25	2,500.00	-2,431.75		
414.192 - Planning & Zoning SSI Taxes	1,124.89	4,230.00	-3,105.11		
414.196 - Planning & Zoning Health Ins	5,813.90	23,975.00	-18,161.10		
414.198 - Planning & Zoning N-U Pension	0.00	4,479.00	-4,479.00		
414.199 - Zoning Life & Disability	189.00	850.00	-661.00		
414.220 - Planning & Zoning Supplies	0.00	500.00	-500.00		
414.310 - Planning & Zoning Prof Srvs	752.40	1,000.00	-247.60		
414.313 - Planning & Zoning Engineering	2,051.85	10,000.00	-7,948.15		
414.314 - Planning & Zoning Legal	5,231.79	20,000.00	-14,768.21		
414.324 - Zoning Cell Phone	70.62	600.00	-529.38		
414.331 - Zoning Officer Mileage	0.00	1,000.00	-1,000.00		
414.341 - Planning & Zoning Advertising	855.60	1,500.00	-644.40		
414.460 - Planning & Zoning Meetings	0.00	500.00	-500.00		
415.220 - Emer Mgmt Operating Supplies	0.00	500.00	-500.00		
415.460 - Emer Mgmt Meetings & Training	0.00	200.00	-200.00		
Public Safety - Other	0.00	0.00	0.00		
<b>Public Works - Other</b>					
426.227 - Recycling containers	0.00	0.00	0.00		
427.220 - Solid Waste Coll Supplies	90.00	1,500.00	-1,410.00		
427.221 - Equip Rental - Grinder	0.00	4,700.00	-4,700.00		
427.450 - Contracted Srvs - Clean-Up Days	0.00	16,000.00	-16,000.00		
429.317 - TIF	0.00	0.00	0.00		
Public Works - Other - Other	0.00	0.00	0.00		
<b>PW-Hwys, Roads &amp; Streets</b>					
430.110 - Public Works Salaries	125,962.33	398,645.00	-272,682.67		
430.120 - Public Works OT Wages	11,833.04	25,000.00	-13,166.96		
430.192 - Public Works SSI Taxes	10,477.39	32,409.00	-21,931.61		
430.196 - Public Works Insurance	94,124.80	223,374.00	-129,249.20		
430.198 - Public Works N-U Pension	9,968.67	34,258.00	-24,289.33		
430.199 - Public Works Life & Disab Ins	2,530.00	5,570.00	-3,040.00		
430.200 - Public Works Director Allowance	197.40	600.00	-402.60		
430.220 - Public Works Oper Supplies	2,828.72	13,000.00	-10,171.28	13,300.00	300.00
430.231 - Public Works Gasoline	0.00	0.00	0.00		
430.232 - Public Works Diesel	4,620.01	55,000.00	-50,379.99		
430.234 - Public Works Vehicle Supplies	0.00	6,000.00	-6,000.00		
430.238 - Public Works Uniforms	1,562.30	7,800.00	-6,237.70		
430.260 - Public Works Minor Equip Purch	533.82	2,000.00	-1,466.18		
430.320 - Public Works Communications Exp	0.00	0.00	0.00		
430.331 - Mileage Reimbursement	139.83	1,000.00	-860.17		
430.341 - Public Works Advertising	0.00	1,500.00	-1,500.00		
430.360 - Public Works Utilities	0.00	0.00	0.00		
430.373 - Public Works Maint & Rep Bldg	757.74	9,000.00	-8,242.26		
430.374 - Public Works Small Equip Maint	0.00	0.00	0.00		
430.375 - Public Works Heavy Equip Maint	7,043.89	77,000.00	-69,956.11		
430.384 - Public Works Equip Rental	0.00	500.00	-500.00		
430.420 - Public Works Dues, Subscription	200.00	500.00	-300.00		
430.450 - Public Works Contracted Srvs	0.00	1,000.00	-1,000.00		
430.451 - Public Works Vehicle Maint	0.00	0.00	0.00		
430.460 - Public Works Meetings & Trainin	42.45	750.00	-707.55		
430.650 - Public Works Hand Tool Purch	274.90	500.00	-225.10		
430.740 - Public Works Capital Purchases	0.00	0.00	0.00		
432.220 - Snow & Ice Rem Oper Supplies	45,082.51	125,000.00	-79,917.49		
432.375 - Snow & Ice Rem Equipment Maint	6,438.15	8,000.00	-1,561.85		
432.450 - Snow & Ice Rem Subcontractors	0.00	7,500.00	-7,500.00		
433.220 - Traffic Signals & Signs Supply	0.00	3,000.00	-3,000.00		
433.360 - Traffic Signals & Signs Utiliti	914.58	4,000.00	-3,085.42		
433.450 - Traffic Signals Contracted Srvs	9,331.00	8,000.00	1,331.00	11,859.00	3,859.00

<b>General Fund</b>					
<b>May 2016 Appropriations</b>					
438.220 · Road Maint Supplies	9,874.94	75,000.00	-65,125.06		
438.384 · Road Maint Equip Rental	0.00	0.00	0.00		
438.600 · Road Maint Contracted Svcs	0.00	0.00	0.00		
438.610 · Road Maint Capital Construction	0.00	0.00	0.00		
438.611 · Line Painting	0.00	40,000.00	-40,000.00		
438.612 · Crack Sealing	0.00	30,000.00	-30,000.00		
438.613 · Vegetation Control	200.00	20,000.00	-19,800.00		
439.220 · Rd Construct & Rebuild Supplies	0.00	0.00	0.00		
439.610 · Rd Construct & Rebuild Cap Cons	0.00	0.00	0.00		
PW-Hwys, Roads & Streets - Other	0.00	0.00	0.00		
<b>Culture and Recreation</b>					
451.310 · Recreation Prof Services	0.00	0.00	0.00		
451.530 · Recreation HJPPOSC Contrib	0.00	0.00	0.00		
454.110 · Park Salary & Wage	1,813.62	65,729.00	-63,915.38		
454.120 · Park OT	16.40	1,500.00	-1,483.60		
454.192 · Park SSI	138.96	5,142.00	-5,003.04		
454.198 · Park N-U Pension Plan	0.00	2,343.00	-2,343.00		
454.220 · Park Operating Supplies	1,258.16	3,000.00	-1,741.84		
454.231 · Park Vehicle Fuel	0.00	1,500.00	-1,500.00		
454.260 · Park Minor Equipment	427.97	1,500.00	-1,072.03		
454.310 · Park Professional Services	0.00	2,000.00	-2,000.00		
454.320 · Park Communications	254.91	800.00	-545.09		
454.340 · Park Advertising & Printing	0.00	500.00	-500.00		
454.360 · Park Utilities	657.13	2,700.00	-2,042.87		
454.373 · Park Repairs & Maintenance	1,301.95	10,000.00	-8,698.05		
454.374 · Park Equipment Maintenance	0.00	1,500.00	-1,500.00		
454.450 · Park Contracted Services	3,880.78	20,000.00	-16,119.22		
454.451 · Park Vehicle Maintenance	0.00	0.00	0.00		
454.460 · Park Meetings & Training	0.00	500.00	-500.00		
454.700 · Park Capital Purchases	0.00	0.00	0.00	19,400.00	19,400.00
457.540 · Community Day Celebration	0.00	3,000.00	-3,000.00		
457.541 · Bicentennial Committee Expenses	0.00	0.00	0.00		
463.540 · TIF	140,502.62	178,577.00	-38,074.38		
Culture and Recreation - Other	0.00	0.00	0.00		
<b>Debt Service</b>					
471.200 · Series 2006 GON (school)	24,438.94	24,123.00	315.94	24,523.00	400.00
471.350 · 2011 Case Loader	3,943.62	11,960.00	-8,016.38		
471.351 · Rogers Trailer	1,872.57	3,641.00	-1,768.43		
472.200 · Series 2006 GON Interest	220.13	151.00	69.13	226.00	75.00
472.350 · 2011 Case Loader Interest	113.58	211.00	-97.42		
472.351 · Rogers Trailer Interest	0.00	105.00	-105.00		
Debt Service - Other	0.00	0.00	0.00		
<b>Benefits and Withholding</b>					
483.188 · 457 Plan Contributions	0.00	0.00	0.00		
483.194 · Employer Pd Unemployment Comp	22,344.01	25,000.00	-2,655.99		
483.195 · Employer Pd Worker's Comp	63,889.55	121,000.00	-57,110.45		
483.196 · Employer Pd Health Ins Prem	0.00	0.00	0.00		
483.198 · Employer Pd N-U Pension Plan	0.00	0.00	0.00		
483.199 · Employer Pd Life & Disab Ins	0.00	0.00	0.00		
483.200 · Federal Healthcare Tax	0.00	130.00	-130.00		
483.201 · Transitional Reinsurance Fee	0.00	2,874.00	-2,874.00		
Benefits and Withholding - Other	0.00	0.00	0.00		
<b>Insurance</b>					
486.350 · Property & Liability Insurance	92,177.00	91,250.00	927.00	92,177.00	927.00
486.355 · Professional Bonds	5,550.00	6,425.00	-875.00		
Insurance - Other	0.00	0.00	0.00		
<b>Misc Expenses</b>					
489.100 · Miscellaneous Expenses	15.00	0.00	15.00	50.00	50.00
489.200 · Discounts	0.00	0.00	0.00		
Misc Expenses - Other	0.00	0.00	0.00		
<b>Interfund Transfers Out</b>					

<b>General Fund</b>					
<b>May 2016 Appropriations</b>					
492.300 · Interfund Transfer to Cap Resv	1,128,094.04	1,128,094.00	0.04		
492.320 · Interfund Transfer to Emer Srvs	0.00	0.00	0.00		
492.350 · Interfund Transfer to Liq Fuels	0.00	0.00	0.00		
492.370 · Interfund Transfer to Park	0.00	0.00	0.00		
492.901 · Interfund Transfer to Payroll	0.00	0.00	0.00		
Interfund Transfers Out - Other	0.00	0.00	0.00		
<b>Other Expenses</b>					
999.999 · uncatagorized expenses	0.00	0.00	0.00		
66900 · Reconciliation Discrepancies	0.00	0.00	0.00		
491.000 · Refund of Prior Year Revenues	1,154.26	0.00	1,154.26	1,155.00	1,155.00

<b>Capital Reserve Fund</b>					
<b>May 2016 Appropriations</b>					
	<b>Actual</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>Adjusted Budget</b>	<b>Appropriation</b>
409.373 · Municipal Building Facilities	11,941.98	170,000.00	-158,058.02	167,000.00	-3,000.00
410.373 · Police Facilities	20,462.50	25,000.00	-4,537.50	28,000.00	3,000.00
410.740 · Police - Vehicles	0.00	51,948.00	-51,948.00		
430.373 · Public Works Facilities	6,350.00	80,000.00	-73,650.00		
430.740 · Public Works - Vehicles	0.00	192,000.00	-192,000.00		
438.610 · Maintenance & Repairs of Roads	0.00	573,646.00	-573,646.00		
454.373 · Park Facilities	0.00	35,500.00	-35,500.00		
492.010 · Transfer to General Fund	0.00	0.00	0.00		

# Pocono Township Check Listing

May 2, 2016

General Fund	Date	Check	Vendor	Memo	Amount
	02/08/2016	54091	Cintas		96.53
	02/08/2016	54092	Metropolitan Telecommunications	Phone	84.95
	02/08/2016	54093	PPL	Electricity	175.85
	02/08/2016	54094	Steeles Hardware	Parts	161.64
	04/27/2016	54003	Lincoln Life	Voluntary individual pension	300.00
	04/27/2016	54004	Aflac	Voluntary supplemental insurance	396.08
	04/28/2016	54405	Met Life	Non Uniform pension plan	7,925.94
	04/28/2016	54406	Nationwide	Voluntary supplemental pension plan	7,641.14
	04/28/2016	54407	US Bank	Police pension	7,331.79
	04/28/2016	54408	Steele's Hardware	Twp. Supplies	531.83
	04/28/2016	54409	Steele's Hardware	Park Supplies	87.57
	04/28/2016	54410	Allstate Septic Systems, LLP	Sewer line	318.75
	04/28/2016	54411	American Pump Service	Sewer Jetting	800.00
	04/28/2016	54412	Eureka Stone Quarry, Inc.	Sewerline Construction	2,901.92
	04/28/2016	54413	JDM Materials Company	Sewer Line Construction	662.50
	04/28/2016	54414	Amerihealth Casualty Services	Workmans Comp - May	9,894.49
	04/28/2016	54415	Best Auto Service Center	Police Vehicle repairs	1,052.21
	04/28/2016	54416	Brodhead Creek Regional Authority	Water - Twp/Police	155.34
	04/28/2016	54417	Broughal & DeVito, L.L.P.	Quaker Ridge - Time Extension request	135.00
	04/28/2016	54418	D.G. Nicholas Co.	Public Works Vehicles	146.29
	04/28/2016	54419	DES	Recycling	25.00
	04/28/2016	54420	Fuller Paper Company	Trash liners	241.32
	04/28/2016	54421	Hanson Aggregates Pennsylvania LLC	Stone	1,274.05
	04/28/2016	54422	Howarth, Carl	Coffee & Supplies	38.00
	04/28/2016	54423	HUNTER KEYSTONE PETERBILT	Truck 11	598.12
	04/28/2016	54424	J. P. Mascaro & Sons	Garbage - Twp/Park	416.92
	04/28/2016	54425	Keystone Business Products	Police - Copier	394.30
	04/28/2016	54426	Kimball Midwest	Supplies	313.28
	04/28/2016	54427	Lawson Products	Wrenches	60.90
	04/28/2016	54428	Macmillan Oil Co., Of Allentown	Motor Oil	511.00
	04/28/2016	54429	Norris McLaughlin & Marcus, P.A.	Labor - Legal	37.50
	04/28/2016	54430	Otto, Carol	Cleaning	550.00
	04/28/2016	54431	PA DUI Association	Membership dues	35.00
	04/28/2016	54432	PAPCO, Inc.	Gasoline	1,114.54
	04/28/2016	54433	PENN Commercial Vehicle Solutions	Sweeper - Transmission	5,473.80
	04/28/2016	54434	PNC Equipment Finance, LLC	2011 Loader - May	1,014.30
	04/28/2016	54435	Prosser Laboratories, Inc.	Water testing - Park	52.00
	04/28/2016	54436	PSATC	2016 Dues	3,188.55
	04/28/2016	54437	Sparkle Car Wash	Police Car Washes	46.00
	04/28/2016	54438	Staples Credit Plan	Office Supplies - Police	271.80
	04/28/2016	54439	STTC Service Tire Truck Centers, INC.	Skid Loader Tires	1,574.29
	04/28/2016	54440	T&M Associates	Planning Commission/General	2,274.43
	04/28/2016	54441	Tulpehocken Mountain Spring Water Inc	Water	107.10
	04/28/2016	54442	ULINE	Park Supplies	305.40
	04/28/2016	54443	UNIFIRST Corporation	Carpets/Uniforms	313.82
	04/28/2016	54444	Verizon Wireless	IPADS	60.86
	04/28/2016	54445	Verizon Wireless	Phones - Public Works	171.35
	04/28/2016	54446	Verizon Wireless	Phones - Police	576.48

**TOTAL General Fund** \$61,839.93

## Sewer Operating Fund

4/27/2016	1554	Penteledata	Internet for pump stations	359.70
4/27/2016	1555	Brennen Electric	Pump station maintenance	2,200.00
4/27/2016	1556	Blue Ridge Communications	Cable for pump stations	173.30
4/27/2016	1557	Universal Technical Resource Services	Engineering	2,519.25
4/27/2016	1558	Allstate Septic Systems	Pumped out sewer	1,170.00
4/27/2016	1559	JP Mascaro	Garbage collection for pump stations	52.50
4/27/2016	1560	Steeles	Parts for pump stations	4.49
4/27/2016	1561	Stiff Oil	Treatment for pump stations	320.82
4/27/2016	1562	Cramer, Swetz, McManus & Jordan	Legal for sewer operation	83.55
4/27/2016	1563	Brodhead Creek Regional Authority	Water charges	209.37
4/27/2016	1564	Met Ed	Electricity for pump station	267.58

**TOTAL Sewer Operating Fund** \$7,360.56

## Capital Reserve Fund

5/2/2016	144	Monroe Fence Co	Fencing in yard	19,800.00
5/2/2016	145	Pocono Township	To reimburse GF for various sewer connection charges	4,724.72

**TOTAL Capital Reserve Fund** \$24,524.72

Pocono Township Check Listing  
May 2, 2016

TOTAL General Fund	\$61,839.93
TOTAL ESSA Transfer	<u>\$61,839.93</u>

\_\_\_\_\_

TOTAL Sewer Operating Fund    Wayne Bank	\$7,360.56
---	------------

Authorized by:

TOTAL Capital Reserve Fund	\$24,524.72
-------------------------------	-------------

\_\_\_\_\_

# MEMORANDUM

**To:** Board of Commissioners

**cc:**

**From:** Gregg Schuster, Township Manager

**Date:** 4/29/16

**Re:** Township Manager Report (4/15/16 – 4/29/16)

---

## Personnel

1. One employee is currently out on workers comp.

## Meetings

1. On 4/21/16, I attended the Bicentennial Celebration Committee meeting.
2. On 4/26/16, I attended a Zoning Hearing Board meeting. The Board granted an appeal, without objection from the Township, based on new documentation that was provided regarding the usage of the property in question.
3. On 4/29/16, I met with Attorney Harrison and staff to review the outstanding issues with negotiations with the police union.

## Administration

1. The Civil Service Commission has completed their review of the SOP manual. It is now being formatted and will be presented to the Board at a later date.
2. Bids have been posted for chip sealing and paving.
3. We are working with a spraying service for certain Township properties for gypsy moth control. An agreement should be on a future agenda for consideration.

## Finance

1. Work on audits is ongoing.

## Current Projects

1. Filing and Workflow System

A 2016 budget item is the hiring of staff to assist in the filing efforts. This will be on a future agenda.

2. Codification

General Code has delivered a new draft for review. It contains several questions that need to be answered before a final draft is prepared. All materials have been given to Pam.

3. Road Management Plan

Jeff Clapper is beginning work to detail all roads and a plan for their maintenance.

4. Sewer Construction Contract Closeout

The Leeward contract is closed. The only remaining open contract is with PACT.

5. Sewer System Maintenance Plan

As the system stabilizes, Jeff Clapper is developing a long term plan for the maintenance of the collection system.

6. Sewer “Hump” Repair

The repair of the “hump” is coming to a close. The defective area has been bypassed. The remaining work is mostly restoration. A payment request is on your agenda for consideration.

7. Sewer Connections

Mandatory connection notices have been sent out. We will send out the next round when the timing is appropriate.

8. Pump Replacement

We have concerns that some of the pumps in our pump stations are not the appropriate pumps.



9. Alger Avenue Property

Construction of the enclosed and improved yard is underway.

10. Police IT

Proceeding as approved by the Board.

11. Sewer Redesign

A change order is being prepared for your consideration and is on the sewer meeting agenda.

12. Heritage Center

Groundbreaking is on 4/30/16.

13. Township Buildings Sewer Connection

Project complete.

14. Municipal Facility Evaluation

We are proceeding with the evaluation with D'Huy. An agreement will be forthcoming.

15. Municipal Building Security

Options for security at the municipal building will be investigated as time allows. Funding has been included in the 2016 proposed budget.

**ADMINISTRATIVE ASSISTANT  
POSITION AVAILABLE  
POCONO TOWNSHIP, MONROE COUNTY**

Pocono Township has an immediate position opening for an Administrative Assistant. This is a Part-Time, hourly position (no benefits) with a maximum of sixteen (16) hours per week, during the regular working hours unless requested otherwise, and flexible scheduling. The successful candidate assists the Township Manager with general administrative duties.

These include, but are not limited to: Project research; transcribe and draft meeting minutes from recording device; prepare meeting packets; data entry; miscellaneous filing; file management; record retention/purge; develop and create newsletters; and other administrative support operations as may be assigned. For a full job description and employment application, visit [www.poconopa.gov](http://www.poconopa.gov) interested candidate must have a high school diploma and have administrative assistant or related experience and/or training; college degree with municipal government experience preferred but not required. Possess a proficiency in Microsoft computer applications Word, and Excel. Knowledge of land use program Permit Manager a plus.

Pocono Township is only accepting electronically submitted job applications, letters of interest (including salary requirements), employment references and resumes all contained in one (1) attachment or PDF.

Submissions can be sent to Pamela Finkbeiner at: [pfinkbeiner@poconopa.gov](mailto:pfinkbeiner@poconopa.gov)

Applications will be accepted until the position is filled. No phone calls please. Successful candidate will have to pass a background examination. Pocono Township is an equal opportunity employer.

**POCONO TOWNSHIP  
ENGINEER'S REPORT  
May 2016**

**SUBDIVISION AND LAND DEVELOPMENT APPLICATIONS**

1. **Kopelson Lot 3 Land Development Application** – This project consists of a restaurant pad at Routes 715 and 611. Our most recent review letter is dated April 23, 2015. The applicant is seeking a number of deferrals. The Planning Commission tabled the plans for consideration at a future meeting. **A time extension has been granted to June 30, 2016.**
2. **Spa Castle Grand Pocono Resort** – At the December 17<sup>th</sup> special meeting of the Commissioners, the Act 537 Planning Module for Spa Castle was deemed incomplete. By correspondence dated December 16, 2015, the applicant withdrew their conditional use application. **Note, however, the Land Development application remains active with a June 2016 extension date.**
3. **Schlier Motorcycle Dealership** – Jim Schlier submitted a preliminary plan for a 24,000 S.F. Motorcycle Dealership at the corner of Hill Motor Lodge Road and Pa Route 715. The Planning Commission recommended conditional preliminary/final approval for this application. This project should come before the Board at its second meeting in May for consideration. **The deadline for Board action is June 6<sup>th</sup>.**
4. **Kinsley Minor Subdivision** – This application is for a four lot single family subdivision utilizing a private access drive from Abeel road to access 3 out of the 4 lots. On-lot water and sewer are proposed. The Planning Commission accepted the application at their 4/25/16 meeting. **The application period runs to July 24<sup>th</sup>.**
5. **Spirit of Swiftwater, Apartments** - A final plan application has been submitted for review and consideration. Pennoni who did the initial review will conduct the final reviews.

**STORMWATER APPLICATIONS**

6. **Sanofi Parking Lot Expansion** – Sanofi submitted plans and stormwater report for their parking lot expansion/relocation. Because of the pending FLU building they need replacement parking. The plan also includes the addition of new parking spaces at three locations. The Tier II Lot will be expanded to add 102 new parking spaces. The Tier III Lot will be expanded to add 34 new parking spaces. A new

parking lot will be added at the location of the Helipad adding 125 new parking spaces. This plan is being reviewed under the requirements of the Township's Stormwater Management Ordinance.

### **LAND DEVELOPMENT AND SUBDIVISION INSPECTIONS**

7. **Northridge Development** – T&M continues to provide periodic inspection during periods of construction. Currently work has been minimal. It is anticipated work will resume in the near future. Northridge continues to work out with MCCD all E&S issues. Northridge is seeking two security releases which are currently under review.
8. **Sanofi** – Two modular buildings (#17 &18) previously approved have been eliminated with the new Flu Bldg. proposal. Modular Building #19, Sanofi has decided not to construct. Modular bldg. #10 has been constructed. Revised plans reflecting these changes are to be recorded.
9. **Swiftwater Apartments** –Site meeting was held April 22 to introduce new contractor (Kobalt Construction), discuss project schedule and sanitary sewage pumping station design requirements. Contractor began installing the remaining storm sewer infrastructure the week of April 25. T&M will provide periodic inspections for the storm water and sanitary infrastructure.
10. **Camelback Hotel and Waterpark** – There are infiltration issues at Basin 3. We have requested further information regarding infiltration from the contractor, owner and geotechnical consultant. The applicant is requesting a release from security which is currently under review.
11. **Camelback Parking Lot and Helipad** – This project consists of the relocation of an existing Helipad and the installation of 187 parking spaces. Periodic site inspections continue for cut/fill operations, storm sewer installation, infiltration bed soils evaluations and Cultec pipe system installation. Approximately 98% of the storm pipe system is installed. We continue to have discussions with the owner, contractor and the MCCD regarding the construction sequence and erosion control concerns. T&M continues to provide periodic inspections for the stormwater and general grading components. The applicant is requesting a release from security which is currently under review.
12. **Wendy's** – Project completed and occupancy permit issued by BIU. The developer will be seeking release of performance security related to the improvements installation.

13. **Castle Hill Private Road Inspections** – Authorization is pending from the HOA to proceed with the inspection and report regarding the condition of the cartway, shoulders, and drainage features proposed to be dedicated to and accepted by the Township.

### **SANITARY DESIGN AND CONSTRUCTION PROGRAMS**

14. **Conveyance System Repairs**

Sami Sarrouh presented a project summary to the BOC April 5<sup>th</sup> identifying force main system operational issues and proposed system modifications to address the issues. T&M prepared a Project Change Order for Contract 11 based on the Proposed Summary of Work and Budget Proposal provided by PACT Two Construction. Upon approval from the BOC, T&M will coordinate with PACT Two Construction to begin the construction process.

15. **Hump Fix**

New manholes and remaining section of 24-inch sewer main were tested and approved on April 8. Sewage flows were directed to the new sewer main on April 8 and the old section of sewer main associated with the “hump” was officially eliminated from service. The two manholes in the PennDOT ROW were backfilled and compaction tested by United Inspection Services under the inspection of PennDOT. All excavations are backfilled and those located in roadways are scheduled to be paved by F&F Paving the week of 5/2 or 5/9 depending on weather conditions. Benninger Insurance Company’s sewer lateral was installed on April 26. Outstanding work includes site restoration in unpaved areas, site cleanup, and addressing prior punch list items associated with Chester’s Barber shop.

16. **Contract Close-out**

Contract 11 is the only remaining contract that is still open and will remain open until the force main repair Change Order matter is resolved. T&M is waiting for RKR Hess to complete a PennVest reimbursement request for Contract #3 (Leeward). Once the request is complete T&M and the Township will need to sign the request in order to receive final reimbursement from PennVest in the amount of \$45,086.66.

### **TOWNSHIP ROAD AND BRIDGE PROJECTS**

17. **Swiftwater Creek Modifications and Wilkie Road Stream Improvements:**

This work is able to be completed at this time. F&F paving has an approved contract and should be contacted by the Township to coordinate the work.

## **ORDINANCE(S) UPDATE PROGRAM**

18. **Signage Ordinance** - The Board authorized the manager to forward the draft sign ordinance to the county for input. At the 4/25/16 Planning Commission meeting it was announced that a meeting is scheduled with MCPC for May 5<sup>th</sup> to review the proposed ordinance changes.
19. **Subdivision and Land Development Ordinance** - The Board authorized the manager to forward the draft document to the county for input. At the 4/25/16 Planning Commission meeting it was announced that a meeting is scheduled with MCPC for May 5<sup>th</sup> to review the proposed ordinance changes.
20. **Zoning Ordinance** – Work on the revised zoning ordinance has temporary ceased pending input by the Board of Commissioners.
21. **Sanofi Pasteur Rezoning Request**- Sanofi is requesting consideration for a zoning change for two parcels, (approximately 24 acres) adjoining its Industrial District. The revised Industrial District line would abut an existing residential (R1) district. The Planning Commission was in favor of the zoning district change.

## **PENNDOT PROJECTS**

22. **Route 611 Improvements** – As it stands the project is scheduled for a June 23, 2016 let date (the day they open the bids). The delay in the project is due to Act 162 which was enacted by the PA Legislature in Dec. 2014. Part of the Act requires that PennDOT replace riparian buffers that are impacted by the project. Since PennDOT was not previously planning for this, it has delayed the project.
23. **Route 715 Realignment** – T&M attended a meeting at the Township building on April 14<sup>th</sup>. PennDot's consultant Pennoni Associates provided a summary of the various alternatives they are currently considering. They anticipate letting contracts for the project in January 2019.

## **Upcoming Grant Program Windows**

### **24. DCED CFA Greenways, Trails and Recreation Program (GTRP) – Funding for parks, recreation and open space projects**

**June 30, 2016**

Act 13 of 2012 establishes the Marcellus Legacy Fund and allocates funds to the Commonwealth Financing Authority (the “Authority”) for planning, acquisition, development, rehabilitation and repair of greenways, recreational trails, open space, parks and beautification projects using the Greenways, Trails and Recreation Program (GTRP). The application deadline for the program is June 30, 2016 for consideration at the Sept. 2016 CFA board meeting. The program will fund projects which involve development, rehabilitation and improvements to public parks, recreation areas, greenways, trails and river conservation. Grants shall not exceed \$250,000 for any project. A 15% match of the total project cost is required.

### **25. DCED CFA Watershed Restoration and Protection Program (WRPP) – Funding for watershed restoration and non-point source pollution control**

**June 30, 2016**

Act 13 of 2012 establishes the Marcellus Legacy Fund and allocates funds to the Commonwealth Financing Authority for watershed restoration and protection projects. The overall goal of the Watershed Restoration and Protection Program (WRPP) is to restore, and maintain restored stream reaches impaired by the uncontrolled discharge of nonpoint source polluted runoff, and ultimately to remove these streams from the Department of Environmental Protection’s Impaired Waters list. The application deadline for the program is June 30, 2016 for consideration at the Sept. 2016 CFA board meeting. Funding can be used for projects which involve the construction, improvement, expansion, repair, maintenance or rehabilitation of new or existing watershed protection Best Management Practices (BMPs). There is a maximum of \$300,000 for any project. A 15% match of the total project cost is required.

## **Pending Grant Applications Submitted at behest of Township**

### **26. PENNDOT Green Light-Go – Funding for traffic pre-emption emitters at all intersections along the Route 611 Corridor**

**\$63,787.50 requested (\$63,787.50 match pledged); submitted 02MAR15**

Department decisions on funding still pending. PENNDOT staff unable to provide information on a possible award date.

**27. Monroe County Local Share Account Gaming Funds – Funding for Police Department Camera Systems**

**\$79,338 requested (\$15,000 match pledged); submitted 30SEP15**

Award decisions are pending and will be considered at the next meeting of the Pennsylvania Commonwealth Financing Authority.





YOUR GOALS. OUR MISSION.

April 28, 2016

Board of Commissioners  
Pocono Township  
P.O. Box 197  
Tannersville, PA 18372

**RE: Northridge at Camelback  
Bond Release #17  
Pocono Township  
Project Number # POCO I0170**

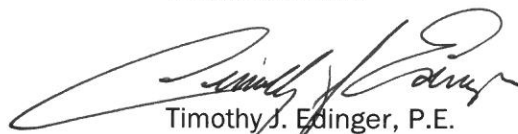
Dear Commissioners:

We have performed a review of the received Bond Release Request #17 in the amount of \$93,936.93 and associated documents for the proposed development, known as Northridge at Camelback. This payment is in exchange for waterline and sanitary sewer installation.

Our Inspector has verified the work performed, pursuant to this request. Therefore, we recommend release of \$93,936.93. The new Bond Balance of \$1,045,185.69 will remain as security.

Please contact me with any comments or questions regarding this.

Very truly yours,  
**T&M Associates**



Timothy J. Edinger, P.E.  
Unit Supervisor

Cc: Gregg Schuster, Manager Pocono Township  
Pam Finkbeiner, Pocono Township  
Leo DeVito, Solicitor  
Richard Almquist, Four Seasons at Camelback  
Kevin Fruck, Cornerstone Engineering

R:\POCO\I0170\Construction\Payments\NorthridgeBondRelease17LtrtoComm4-28-16.doc



YOUR GOALS. OUR MISSION.

April 28, 2016

Board of Commissioners  
Pocono Township  
P.O. Box 197  
Tannersville, PA 18372

**RE: Northridge at Camelback  
Bond Release #18  
Pocono Township  
Project Number # POCO I0170**

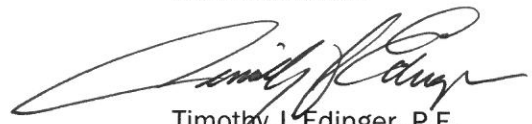
Dear Commissioners:

We have performed a review of the received Bond Release Request #18 in the amount of \$43,520.00 and associated documents for the proposed development, known as Northridge at Camelback. This payment is in exchange for waterline and sanitary sewer installation.

Our Inspector has verified the work performed, pursuant to this request. Therefore, we recommend release of \$43,520.00. The new Bond Balance of \$1,001,665.69 will remain as security.

Please contact me with any comments or questions regarding this.

Very truly yours,  
**T&M Associates**



Timothy J. Edinger, P.E.  
Unit Supervisor

Cc: Gregg Schuster, Manager Pocono Township  
Pam Finkbeiner, Pocono Township  
Leo DeVito, Solicitor  
Richard Almquist, Four Seasons at Camelback  
Kevin Fruck, Cornerstone Engineering  
Kevin Fruck, Cornerstone Engineering

R:\POCO\I0170\Construction\Payments\NorthridgeBondRelease18LtrtoComm4-28-16.doc

FOUR SEASONS AT CAMELBACK, L.P.  
700 SOUTH HENDERSON ROAD, SUITE 202  
KING OF PRUSSIA, PA 19406  
(610) 945-1655

April 18, 2016

VIA ELECTRONIC MAIL AND U.S. POSTAL SERVICE

Mr. Tom Felver  
President  
Pocono Township Commissioners  
P.O. Box 197  
112 Municipal Drive  
Tannersville, PA 18372

RECEIVED  
APR 18 2016  
POCONO TOWNSHIP

Subject: Request for Reduction of Escrow #17  
Northridge at Camelback Phases 11-16  
Pocono Township, Monroe County, Pennsylvania

Dear Mr. Felver:

In accordance with the provisions of the Pocono Township (the "Township") Subdivision and Land Development Ordinance, Four Seasons at Camelback, L.P. hereby requests an inspection of the development improvements itemized on the attached schedule. All of the itemized improvements are complete, performed in accordance with the approved plans, and are prepared for the Township's inspection. Upon verification by the Township Engineer, please give favorable consideration to the release of **\$93,936.93** from the escrowed funds.

Should you have any questions, please do not hesitate to contact us at the address listed above or by telephone at (610) 812-7937.

Sincerely,

FOUR SEASONS AT CAMELBACK, L.P.



Richard P. Almquist, Jr.  
Vice President of Land Development

Enclosure

cc. Ms. Pamela Finkbeiner – Pocono Township  
Mr. Timothy J. Edinger, P.E. – T&M Associates (*via electronic mail*)  
Mr. Matthew D. Harleman – T&M Associates (*via electronic mail*)  
Mr. Kevin Fruck, P.E. – Cornerstone (*via electronic mail*)

# NORTHBRIDGE AT CAMELBACK

TWP APPLICATION 17  
SRI APPLICATION 17

ITEM NO.	DESCRIPTION OF WORK	UNITS	UOM	C		D		E		TOTAL UNITS TO DATE	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%(G+C)	H BALANCE TO FINISH (C-G)
				UNIT PRICE	SCHEDULED VALUE	PREVIOUS UNITS	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD UNITS	THIS PERIOD				
A1	Mobilization	1.0	LS	\$ 6,000.00	\$6,000.00	1.00	\$6,000.00	0	\$0.00	1.00	\$6,000.00	100.0%	\$0.00
A2	Surveying	1.0	LS	\$ 7,000.00	\$7,000.00	1.00	\$7,000.00	0	\$0.00	1.00	\$7,000.00	100.0%	\$0.00
A3	Clearing and Grubbing	5.0	AC	\$ 3,750.00	\$18,750.00	5.00	\$18,750.00	0	\$0.00	5.00	\$18,750.00	100.0%	\$0.00
A4	Construction Entrance	3.0	EA	\$ 2,000.00	\$6,000.00	3.00	\$6,000.00	0	\$0.00	3.00	\$6,000.00	100.0%	\$0.00
A5	18" Filter Fabric Fence	315.0	LF	\$ 3.00	\$945.00	315.00	\$945.00	0	\$0.00	315.00	\$945.00	100.0%	\$0.00
A6	30" Filter Fabric Fence	2935.0	LF	\$ 4.25	\$12,473.75	2935.00	\$12,473.75	0	\$0.00	2935.00	\$12,473.75	100.0%	\$0.00
A7	Super Filter Fabric Fence	1390.0	LF	\$ 7.00	\$9,730.00	1390.00	\$9,730.00	0	\$0.00	1390.00	\$9,730.00	100.0%	\$0.00
A8	Inlet Protection	22.0	EA	\$ 135.00	\$2,970.00	22.00	\$2,970.00	0	\$0.00	22.00	\$2,970.00	100.0%	\$0.00
A9	Cut to Fill	752.0	CY	\$ 6.25	\$4,700.00	752.00	\$4,700.00	0	\$0.00	752.00	\$4,700.00	100.0%	\$0.00
A10	Excess Cut to Site Fill	3216.0	CY	\$ 9.00	\$28,944.00	3216.00	\$28,944.00	0	\$0.00	3216.00	\$28,944.00	100.0%	\$0.00
A11	Site Grading	3774.0	SY	\$ 2.00	\$7,548.00	3774.00	\$7,548.00	0	\$0.00	3774.00	\$7,548.00	100.0%	\$0.00
A12	Erosion Control	10238.0	ST	\$ 2.25	\$23,035.50	10238.00	\$23,035.50	0	\$0.00	10238.00	\$23,035.50	100.0%	\$0.00
A13	Landlock Erosion Control Matting	4374.0	SF	\$ 12.00	\$52,488.00	4374.00	\$52,488.00	0	\$0.00	4374.00	\$52,488.00	100.0%	\$0.00
A14	Temporary Seeding	3774.0	ST	\$ 0.50	\$1,887.00	3774.00	\$1,887.00	0	\$0.00	3774.00	\$1,887.00	100.0%	\$0.00
A15	Repair Sediment Traps/Remove Sed	5500.0	ST	\$ 3.50	\$19,250.00	5500.00	\$19,250.00	0	\$0.00	5500.00	\$19,250.00	100.0%	\$0.00
A16	15"HDPE Pipe	210.0	LF	\$ 40.00	\$8,400.00	210.00	\$8,400.00	0	\$0.00	210.00	\$8,400.00	100.0%	\$0.00
A17	Catch Basin Structures	2.0	EA	\$ 2,900.00	\$5,800.00	2.00	\$5,800.00	0	\$0.00	2.00	\$5,800.00	100.0%	\$0.00
A18	End Wall	1.0	EA	\$ 1,900.00	\$1,900.00	1.00	\$1,900.00	0	\$0.00	1.00	\$1,900.00	100.0%	\$0.00
A19	Stilling Basin	110.0	SY	\$ 50.00	\$5,500.00	110.00	\$5,500.00	0	\$0.00	110.00	\$5,500.00	100.0%	\$0.00
A20	24" HDPE Pipe	342.0	LF	\$ 53.00	\$18,126.00	342.00	\$18,126.00	0	\$0.00	342.00	\$18,126.00	100.0%	\$0.00
A21	Manhole Structures	1.0	EA	\$ 2,600.00	\$2,600.00	1.00	\$2,600.00	0	\$0.00	1.00	\$2,600.00	100.0%	\$0.00
A22	Catch Basin Structures	3.0	EA	\$ 2,900.00	\$8,700.00	3.00	\$8,700.00	0	\$0.00	3.00	\$8,700.00	100.0%	\$0.00
A23	End Wall	1.0	EA	\$ 1,900.00	\$1,900.00	1.00	\$1,900.00	0	\$0.00	1.00	\$1,900.00	100.0%	\$0.00
A24	Rip Rap Outfall Apron	10.0	SY	\$ 40.00	\$400.00	10.00	\$400.00	0	\$0.00	10.00	\$400.00	100.0%	\$0.00
A25	18"HDPE Pipe	222.0	LF	\$ 44.00	\$9,768.00	222.00	\$9,768.00	0	\$0.00	222.00	\$9,768.00	100.0%	\$0.00
	<b>SUB-TOTALS PG. 1</b>				<b>\$264,815.25</b>		<b>\$264,815.25</b>		<b>\$0.00</b>		<b>\$264,815.25</b>		<b>\$0.00</b>

# NORTHBRIDGE AT CAMELBACK

TWP APPLICATION 17  
SRI APPLICATION 17

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED THIS PERIOD UNITS	E TOTAL UNITS TO DATE	F TOTAL COMPLETED AND STORED TO DATE (D+E+F)	G % (G ÷ C)	H BALANCE TO FINISH (C - G)
	Initial Construction Sequence Cont'd Camelback						
A26	24"HDPE Pipe	\$32,966.00	622.0	622.0	\$32,966.00	100.00%	\$0.00
A27	30"HDPE Pipe	\$14,100.00	235.0	235.0	\$14,100.00	100.00%	\$0.00
A28	Manhole Structures	\$10,400.00	4.0	4.0	\$10,400.00	100.00%	\$0.00
A29	Catch Basin Structures	\$31,900.00	11.0	11.0	\$31,900.00	100.00%	\$0.00
A30	End Wall	\$1,900.00	1.0	1.0	\$1,900.00	100.00%	\$0.00
A31	Rip Rap Outfall Apron	\$400.00	10.0	10.0	\$400.00	100.00%	\$0.00
A32	Excess Cut to Site Fill	\$2,808.00	312.0	312.0	\$2,808.00	100.00%	\$0.00
A33	Grouted Rip Rap Swale	\$17,880.00	298.0	298.0	\$17,880.00	100.00%	\$0.00
A34	30"HDPE Pipe	\$6,840.00	114.0	114.0	\$6,840.00	100.00%	\$0.00
A35	Underground Infiltration System	\$3,280.00	40.0	40.0	\$3,280.00	100.00%	\$0.00
A36	48"Seepage Inlet	\$4,000.00	1.0	1.0	\$4,000.00	100.00%	\$0.00
A37	Outfall Structure	\$5,000.00	1.0	1.0	\$5,000.00	100.00%	\$0.00
A38	End Wall	\$1,900.00	1.0	1.0	\$1,900.00	100.00%	\$0.00
A39	18"HDPE Pipe	\$6,160.00	140.0	140.0	\$6,160.00	100.00%	\$0.00
A40	End Wall/Head Wall	\$3,800.00	2.0	2.0	\$3,800.00	100.00%	\$0.00
A41	Rip Rap Outfall Apron	\$560.00	14.0	14.0	\$560.00	100.00%	\$0.00
A42	Temporary Seeding	\$1,600.00	3200.0	3200.0	\$1,600.00	100.00%	\$0.00
	<b>SUB-TOTALS PG. 2</b>	<b>\$145,494.00</b>			<b>\$145,494.00</b>		<b>\$0.00</b>

# NORTHBRIDGE AT CAMELBACK

TWP APPLICATION 17

SRI APPLICATION 17

A ITEM NO.	B DESCRIPTION OF WORK	UNITS	UOM	UNIT PRICE	C SCHEDULED VALUE	D WORK COMPLETED		E		TOTAL UNITS TO DATE	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G+C)	H BALANCE TO FINISH (C-G)
						PREVIOUS UNITS	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD UNITS	THIS PERIOD				
B1	15" HDPE Pipe	759.0	LF	\$ 40.00	\$30,360.00	759.0	\$30,360.00	0.00	\$0.00	759.00	\$30,360.00	100.00%	\$0.00
B2	18"HDPE Pipe	97.0	LF	\$ 44.00	\$4,268.00	97.0	\$4,268.00	0.00	\$0.00	97.00	\$4,268.00	100.00%	\$0.00
B3	Manhole	3.0	EA	\$ 2,600.00	\$7,800.00	3.0	\$7,800.00	0.00	\$0.00	3.00	\$7,800.00	100.00%	\$0.00
B4	Catch Basin Structures	8.0	EA	\$ 2,900.00	\$23,200.00	8.0	\$23,200.00	0.00	\$0.00	8.00	\$23,200.00	100.00%	\$0.00
B5	18" HDPE Pipe	68.0	LF	\$ 44.00	\$2,992.00	68.0	\$2,992.00	0.00	\$0.00	68.00	\$2,992.00	100.00%	\$0.00
B6	Catch Basin Structures	1.0	EA	\$ 2,900.00	\$2,900.00	1.0	\$2,900.00	0.00	\$0.00	1.00	\$2,900.00	100.00%	\$0.00
B7	Head Wall	1.0	EA	\$ 1,900.00	\$1,900.00	1.0	\$1,900.00	0.00	\$0.00	1.00	\$1,900.00	100.00%	\$0.00
B8	Rock filter	1.0	EA	\$ 1,200.00	\$1,200.00	1.0	\$1,200.00	0.00	\$0.00	1.00	\$1,200.00	100.00%	\$0.00
B9	36" HDPE Pipe	18.0	LF	\$ 75.00	\$1,350.00	18.0	\$1,350.00	0.00	\$0.00	18.00	\$1,350.00	100.00%	\$0.00
B10	Type M Outlet Structure	1.0	EA	\$ 2,900.00	\$2,900.00	1.0	\$2,900.00	0.00	\$0.00	1.00	\$2,900.00	100.00%	\$0.00
B11	Cut to fill	156.0	CY	\$ 6.25	\$975.00	156.0	\$975.00	0.00	\$0.00	156.00	\$975.00	100.00%	\$0.00
B12	Excess to Site fill	347.0	CY	\$ 9.00	\$3,123.00	347.0	\$3,123.00	0.00	\$0.00	347.00	\$3,123.00	100.00%	\$0.00
B13	Temporary Seeding	1790.0	SY	\$ 0.50	\$895.00	1790.0	\$895.00	0.00	\$0.00	1790.00	\$895.00	100.00%	\$0.00
B14	Underground Infil System	100.0	LF	\$ 82.00	\$8,200.00	100.0	\$8,200.00	0.00	\$0.00	100.00	\$8,200.00	100.00%	\$0.00
B15	48" Seepage Inlet	2.0	EA	\$ 4,000.00	\$8,000.00	2.0	\$8,000.00	0.00	\$0.00	2.00	\$8,000.00	100.00%	\$0.00
B16	Temporary Seeding	1600.0	SY	\$ 0.50	\$800.00	1600.0	\$800.00	0.00	\$0.00	1600.00	\$800.00	100.00%	\$0.00
	SUB-TOTALS PG. 3				\$100,863.00		\$100,863.00		\$0.00		\$100,863.00		\$0.00

# NORTHRIDGE AT CAMELBACK

TWP APPLICATION 17.

SRI APPLICATION 17

A ITEM NO.	B DESCRIPTION OF WORK	UNITS	UOM	UNIT PRICE	C SCHEDULED VALUE		D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E THIS PERIOD UNITS		TOTAL UNITS TO DATE	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)
					PREVIOUS UNITS	THIS PERIOD UNITS	PREVIOUS UNITS	THIS PERIOD UNITS	PREVIOUS UNITS	THIS PERIOD UNITS			
C1	Mobilization	1.00	LS	\$ 4,000.00	1.00	0.00	\$4,000.00	0.00	0.00	\$0.00	1.00	\$4,000.00	\$0.00
C2	Surveying	1.00	LS	\$ 4,000.00	1.00	0.00	\$4,000.00	0.00	0.00	\$0.00	1.00	\$4,000.00	\$0.00
C3	Clearing and Grubbing	1.00	LS	\$ 4,000.00	1.00	0.00	\$4,000.00	0.00	0.00	\$0.00	1.00	\$4,000.00	\$0.00
C4	Strip Topsoil and Stockpile	1703.00	CY	\$ 6.50	1703.00	0.00	\$11,069.50	0.00	0.00	\$0.00	1703.00	\$11,069.50	\$0.00
C5	Cut & Fill	217.00	CY	\$ 6.25	217.00	0.00	\$1,356.25	0.00	0.00	\$0.00	217.00	\$1,356.25	\$0.00
C6	Cut to Excess Stockpile	6247.00	CY	\$ 9.00	6247.00	0.00	\$56,223.00	0.00	0.00	\$0.00	6247.00	\$56,223.00	\$0.00
C7	Site Grading	25648.00	SY	\$ 2.00	25647.70	0.30	\$51,295.40	0.30	0.30	\$0.60	25648.00	\$51,296.00	\$0.00
C8	Respread Stockpiled Top	1703.00	CY	\$ 10.00	1703.00	0.00	\$17,030.00	0.00	0.00	\$0.00	1703.00	\$17,030.00	\$0.00
C9	Temporary Seeding	14466.00	SY	\$ 0.50	14466.00	0.00	\$7,233.00	0.00	0.00	\$0.00	14466.00	\$7,233.00	\$0.00
C100	Concrete Curb	2580.00	LF	\$ 26.50	2580.00	0.00	\$68,370.00	0.00	0.00	\$0.00	2580.00	\$68,370.00	\$0.00
C110	1" Asphalt Wearing Course	9804.00	SY	\$ 8.00	0.00	0.00	\$0.00	0.00	0.00	\$0.00	0.00	\$0.00	\$78,432.00
C120	4" Asphalt Base Course	9804.00	SY	\$ 12.00	0.00	0.00	\$0.00	0.00	0.00	\$0.00	0.00	\$0.00	\$117,648.00
C130	6" #2A Stone Base	9804.00	SY	\$ 7.50	8823.60	0.00	\$66,177.00	0.00	0.00	\$0.00	8823.60	\$66,177.00	\$7,353.00
C140	4" Stone Shoulder	2072.00	SY	\$ 8.00	1657.725	0.00	\$13,261.80	0.00	0.00	\$0.00	1657.725	\$13,261.80	\$3,314.20
SUB-TOTALS PG. 4							\$510,763.75		0.30	\$0.60		\$304,016.55	\$206,747.20

# NORTHBRIDGE AT CAMELBACK

TWP APPLICATION 17  
SRI APPLICATION 17

A ITEM NO.	B DESCRIPTION OF WORK	UNITS	UOM	UNIT PRICE	C SCHEDULED VALUE	D WORK COMPLETED		E		G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)
						PREVIOUS UNITS	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD UNITS	THIS PERIOD		
D1	Mobilization	1.0	LS	\$ 5,000.00	\$5,000.00	1.0	\$5,000.00	0.0	\$0.00	\$5,000.00	\$0.00
D2	Survey	1.0	LS	\$ 4,000.00	\$4,000.00	1.0	\$4,000.00	0.0	\$0.00	\$4,000.00	\$0.00
D3	Clearing and Grubbing	1.0	LS	\$ 7,500.00	\$7,500.00	1.0	\$7,500.00	0.00	\$0.00	\$7,500.00	\$0.00
D4	Connect to Existing Mh	1.0	EA	\$ 3,000.00	\$3,000.00	1.0	\$3,000.00	0.0	\$0.00	\$3,000.00	\$0.00
D5	8"PVC SDR-35	2495.0	LF	\$ 44.00	\$109,780.00	2495.0	\$109,780.00	0.0	\$0.00	\$109,780.00	\$0.00
D6	4"PVC SDR-35	644.0	LF	\$ 40.00	\$25,760.00	644.0	\$25,760.00	0.0	\$0.00	\$25,760.00	\$0.00
D7	Sanitary Manhole	16.0	EA	\$ 3,400.00	\$54,400.00	16.0	\$54,400.00	0.0	\$0.00	\$54,400.00	\$0.00
D8	2"Sch.40 Force Main	900.0	LF	\$ 28.00	\$25,200.00	900.0	\$25,200.00	0.0	\$0.00	\$25,200.00	\$0.00
D9	1.5" Sch.40 Force Main	120.0	LF	\$ 26.00	\$3,120.00	120.0	\$3,120.00	0.0	\$0.00	\$3,120.00	\$0.00
D10	Testing	1.0	LS	\$ 7,500.00	\$7,500.00	0.3	\$2,250.00	0.0	\$0.00	\$2,250.00	\$0.00
D11	Connect to Existing 12"	2.0	EA	\$ 2,500.00	\$5,000.00	2.0	\$5,000.00	0.0	\$0.00	\$5,000.00	\$5,250.00
D12	12"DR18 Pipe	3420.0	LF	\$ 50.00	\$171,000.00	3420.0	\$171,000.00	0.0	\$0.00	\$171,000.00	\$0.00
D13	6"DR18 Pipe	140.0	LF	\$ 42.00	\$5,880.00	140.0	\$5,880.00	0.0	\$0.00	\$5,880.00	\$0.00
D14	12"Gate valve	5.0	EA	\$ 3,500.00	\$17,500.00	5.0	\$17,500.00	0.0	\$0.00	\$17,500.00	\$0.00
D15	6"Gate Valve	5.0	EA	\$ 2,400.00	\$12,000.00	5.0	\$12,000.00	0.0	\$0.00	\$12,000.00	\$0.00
D16	Fire Hydrants	5.0	EA	\$ 5,250.00	\$26,250.00	5.0	\$26,250.00	0.0	\$0.00	\$26,250.00	\$0.00
D17	Pressure Reducing valve	1.0	EA	\$ 14,800.00	\$14,800.00	1.0	\$14,800.00	0.0	\$0.00	\$14,800.00	\$0.00
D18	Fittings	1.0	LS	\$ 36,500.00	\$36,500.00	1.0	\$36,500.00	0.0	\$0.00	\$36,500.00	\$0.00
D19	Water Service	1512.0	LF	\$ 28.00	\$42,336.00	1512.0	\$42,336.00	0.0	\$0.00	\$42,336.00	\$0.00
D20	Testing and Disinfection	1.0	LS	\$ 9,681.00	\$9,681.00	1.0	\$9,681.00	0.0	\$0.00	\$9,681.00	\$0.00
	SUB-TOTALS PG. 5				\$586,207.00		\$580,957.00		\$0.00	\$580,957.00	\$5,250.00



# NORTHBRIDGE AT CAMELBACK

TWP APPLICATION 17  
SRI APPLICATION 17

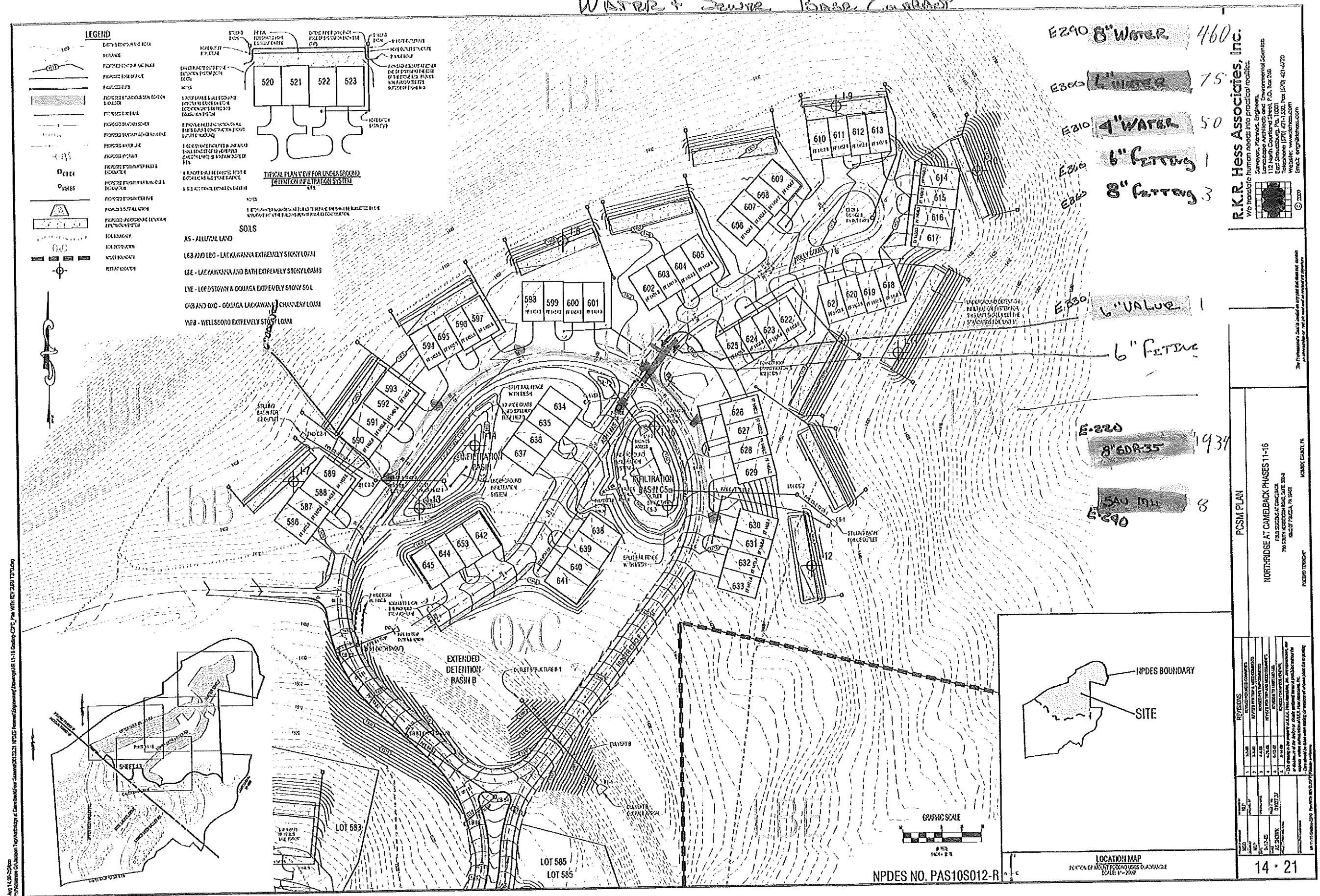
A ITEM NO.	B DESCRIPTION OF WORK Camelback/Hunters circle Earthwork/Stormwater/ Sanitary/Watermain/ Asphalt	UNITS	UOM	UNIT PRICE	C SCHEDULED VALUE		D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E THIS PERIOD UNITS		UNITS TO DATE	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)
					PREVIOUS UNITS	THIS PERIOD UNITS	PREVIOUS UNITS	THIS PERIOD UNITS	THIS PERIOD UNITS	THIS PERIOD UNITS			
E1	Mobilization	1.0	LS	\$ 8,000.00	\$3,000.00	0.00	\$3,760.00	0.00	\$0.00	0.00	0.47	\$3,760.00	\$4,240.00
E2	Surveying	1.0	LS	\$ 7,000.00	\$7,000.00	0.87	\$6,090.00	0.00	\$0.00	0.00	0.87	\$6,090.00	\$910.00
E3	Clearing and Grubbing	1.0	LS	\$ 6,000.00	\$6,000.00	1.00	\$6,000.00	0.00	\$0.00	0.00	1.00	\$6,000.00	\$0.00
E4	Construction Entrance	2.0	EA	\$ 2,000.00	\$4,000.00	2.00	\$4,000.00	0.00	\$0.00	0.00	2.00	\$4,000.00	\$0.00
E5	18" Filter Fabric Fence	260.0	LF	\$ 3.00	\$780.00	260.00	\$780.00	0.00	\$0.00	0.00	260.00	\$780.00	\$0.00
E6	30" Filter Fabric Fence	1220.0	LF	\$ 4.25	\$5,185.00	1220.00	\$5,185.00	0.00	\$0.00	0.00	1220.00	\$5,185.00	\$0.00
E7	Super Filter Fabric Fence	1020.0	LF	\$ 7.00	\$7,140.00	600.08	\$4,200.56	0.00	\$0.00	0.00	600.08	\$4,200.56	\$2,939.44
E8	Inlet Protection	5.0	EA	\$ 135.00	\$675.00	0.00	\$0.00	0.00	\$0.00	0.00	0.00	\$0.00	\$675.00
E9	Cut to Fill	8232.0	CY	\$ 6.25	\$51,450.00	8232.0048	\$51,450.03	0.0000	\$0.00	0.00	8232.00	\$51,450.03	\$0.00
E10	Excess Cut to Site Fill	10990.0	CY	\$ 9.00	\$98,910.00	10989.99556	\$98,909.96	0.0044445	\$0.04	0.00	10990.00	\$98,910.00	\$0.00
E11	Site Grading	21692.0	SY	\$ 2.00	\$43,384.00	21692.40	\$43,384.80	0.00	\$0.00	0.00	21692.40	\$43,384.80	\$0.00
E12	Erosion Control Matting	3200.0	SY	\$ 2.25	\$7,200.00	4640.00	\$10,440.00	0.00	\$0.00	0.00	4640.00	\$10,440.00	\$0.00
E13	Temporary Seeding	8595.0	SY	\$ 0.50	\$4,297.50	4640.40	\$2,320.20	0.00	\$0.00	0.00	4640.40	\$2,320.20	\$1,977.30
E140	15" HDPE Pipe	956.0	LF	\$ 20.00	\$19,120.00	956.00	\$19,120.00	0.00	\$0.00	0.00	956.00	\$19,120.00	\$0.00
E150	18" HDPE Pipe	956.0	LF	\$ 20.00	\$19,120.00	408.12	\$8,162.40	0.00	\$0.00	0.00	408.12	\$8,162.40	\$10,957.60
		143.0	LF	\$ 22.00	\$3,146.00	143.00	\$3,146.00	0.00	\$0.00	0.00	143.0	\$3,146.00	\$0.00
		143.0	LF	\$ 22.00	\$3,146.00	0.00	\$0.00	0.00	\$0.00	0.00	0.0	\$0.00	\$3,146.00
E160	Manhole Structures	2.0	EA	\$ 2,600.00	\$5,200.00	2.00	\$5,200.00	0.00	\$0.00	0.00	2.0	\$5,200.00	\$0.00
E170	Catch Basin Structures	6.0	EA	\$ 2,900.00	\$17,400.00	2.00	\$5,800.00	0.00	\$0.00	0.00	2.0	\$5,800.00	\$11,600.00
E180	Temporary Outlet Structure	3.0	EA	\$ 3,400.00	\$10,200.00	0.00	\$0.00	0.00	\$0.00	0.00	0.0	\$0.00	\$10,200.00
E190	End Walls/Head Walls	6.0	EA	\$ 1,900.00	\$11,400.00	2.00	\$3,800.00	0.00	\$0.00	0.00	2.0	\$3,800.00	\$7,600.00
E200	Stilling Basin	40.0	SY	\$ 50.00	\$2,000.00	10.00	\$500.00	0.00	\$0.00	0.00	10.0	\$500.00	\$1,500.00
E210	Rip Rap Outfall Apron	40.0	SY	\$ 40.00	\$1,600.00	10.00	\$400.00	0.00	\$0.00	0.00	10.0	\$400.00	\$1,200.00
	SUB-TOTALS PG. 6				\$336,353.50		\$282,648.95		\$0.04			\$282,648.99	\$53,704.51

# NORTHBRIDGE AT CAMELBACK

TWP APPLICATION 17.

SRI APPLICATION 17

A ITEM NO.	B DESCRIPTION OF WORK	UNITS	UOM	UNIT PRICE	C SCHEDULED VALUE		D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E THIS PERIOD UNITS		G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)
					PREVIOUS UNITS	PREVIOUS UNITS	PREVIOUS UNITS	PREVIOUS UNITS	THIS PERIOD UNITS	THIS PERIOD UNITS		
E220	8"PVC SDR-35	1256.0	LF	\$44.00	\$ 55,264.00				934.00	\$ 41,096.00	\$ 41,096.00	\$14,168.00
E230	4"PVC SDR-35	1200.0	LF	\$40.00	\$ 48,000.00				0.00	\$ -	\$ -	\$48,000.00
E240	Sanitary Manhole	12.0	EA	\$3,400.00	\$ 40,800.00				8.04	\$ 27,336.00	\$ 27,336.00	\$13,464.00
E250	3"Sch.40 Force main	1280.0	LF	\$30.00	\$ 38,400.00				652.80	\$ 19,584.00	\$ 19,584.00	\$18,816.00
E260	1.5" Sch.40 Force Main	600.0	LF	\$26.00	\$ 15,600.00				0.00	\$ -	\$ -	\$15,600.00
E270	Testing	1.0	LS	\$8,000.00	\$ 8,000.00				0.00	\$ -	\$ -	\$8,000.00
E280	Connect to Existing 12"	2.0	EA	\$1,700.00	\$ 3,400.00				0.00	\$ -	\$ 1,700.00	\$1,700.00
E290	8"Dr 18 Pipe	1980.0	LF	\$13.20	\$ 26,136.00				0.00	\$ -	\$ 26,136.00	\$0.00
E300	6"DR18 Pipe	1980.0	LF	\$30.80	\$ 60,984.00				460.35	\$ 14,178.78	\$ 41,011.74	\$19,972.26
E310	4"DR18 Pipe	340.0	LF	\$12.60	\$ 4,284.00				0.00	\$ -	\$ 4,284.00	\$0.00
E320	8" Gate Valve	780.0	LF	\$29.40	\$ 22,932.00				75.65	\$ 2,224.11	\$ 2,224.11	\$7,771.89
E330	6"Gate Valve	780.0	LF	\$12.00	\$ 9,360.00				0.00	\$ -	\$ 9,360.00	\$0.00
E340	Fire Hydrants	3.0	EA	\$870.00	\$ 2,610.00				50.70	\$ 1,419.60	\$ 1,419.60	\$20,420.40
E350	Blow off Assembly	3.0	EA	\$2,030.00	\$ 6,090.00				0.00	\$ -	\$ 2,610.00	\$0.00
E360	Fittings	4.0	EA	\$720.00	\$ 2,880.00				0.00	\$ -	\$ 2,880.00	\$0.00
E370	Water Service	4.0	EA	\$1,680.00	\$ 6,720.00				1.00	\$ 1,680.00	\$ 1,680.00	\$5,040.00
E380	Testing and Disinfection	3.0	EA	\$1,575.00	\$ 4,725.00				0.00	\$ -	\$ 4,725.00	\$0.00
E390	Concrete Curb	3.0	EA	\$3,780.00	\$ 11,025.00				0.00	\$ -	\$ 4,725.00	\$0.00
E400	1" Asphalt Wearing Course	3.0	EA	\$540.00	\$ 1,620.00				0.00	\$ -	\$ 1,620.00	\$0.00
E410	1.5" Asphalt Base Course	3.0	EA	\$1,260.00	\$ 3,780.00				0.00	\$ -	\$ 1,620.00	\$0.00
E420	6"1/2" Stone Base	1.0	LS	\$9,000.00	\$ 9,000.00				0.00	\$ -	\$ 9,000.00	\$0.00
E430	4" Stone Shoulder	1.0	LS	\$21,000.00	\$ 21,000.00				0.18	\$ 3,780.00	\$ 9,781.80	\$11,218.20
E370	Water Service	1200.0	LF	\$28.00	\$ 33,600.00				0.00	\$ -	\$ -	\$33,600.00
E380	Testing and Disinfection	1.0	LS	\$9,000.00	\$ 9,000.00				0.00	\$ -	\$ -	\$9,000.00
E390	Concrete Curb	995.0	LF	\$26.50	\$ 26,367.50				0.00	\$ -	\$ -	\$26,367.50
E400	1" Asphalt Wearing Course	8630.0	SY	\$8.00	\$ 69,040.00				0.00	\$ -	\$ -	\$69,040.00
E410	1.5" Asphalt Base Course	8630.0	SY	\$12.00	\$ 103,560.00				0.00	\$ -	\$ -	\$103,560.00
E420	6"1/2" Stone Base	8630.0	SY	\$7.50	\$ 64,725.00				0.00	\$ -	\$ -	\$50,272.50
E430	4" Stone Shoulder	1665.0	SY	\$8.00	\$ 13,320.00				0.00	\$ -	\$ 14,452.50	\$13,320.00
TOTAL CONTRACT PG 7					\$ 731,126.50	\$	\$ 126,964.46	\$	95,936.29	\$	\$220,900.75	\$510,225.75



**ACCESS AND HOLD HARMLESS  
INDEMNIFICATION AGREEMENT**

**THIS AGREEMENT**, made this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between POCONO TOWNSHIP, a Pennsylvania First Class Township, with an address at 112 Township Drive, Tannersville, Pennsylvania 18372 (“Township”) and POCONO HERITAGE FOUNDATION, INC., a Pennsylvania non-profit corporation, with an address at 3329 Mountain View Drive, Tannersville, Pennsylvania 18372 (“PHF”).

**RECITALS**

A. Township is the fee simple owner of the real property known as Mountain View Park with a certain building located thereon, which real property is situate in Pocono Township, Monroe County, Pennsylvania (the “Property”).

B. PHF has requested that the Township grant it access to the Property for the purpose of renovating an existing building located thereon in order to establish a multi-purpose venue for education, cultural, civic, and social community events, including the exhibition of various documents and memorabilia illustrating the Township’s history (the “Project”).

C. The Township is willing to consent to the access to the Property and the existing building in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained herein, and intending to be legally bound, the parties hereto agree as follows:

1. All “RECITALS” are hereby incorporated by reference as if the same were fully set forth here at length.

2. Township hereby consents to PHF, its employees’, agents’, consultants’, contractors’ and materialmen access onto the Property and the building for the sole and limited purpose of completing, at its sole cost and expense, the Project, subject to the Township’s review

and approval of the design plans. In addition, PHF shall be required to obtain any and all permits necessary to complete the Project.

(a) PHF, its successors and assigns, hereby agree to hold the Township harmless and indemnify the Township its officers, commissioners, appointees, employees, consultants, agents, independent contractors and assigns (the “Indemnified Parties”) from and against any and all claims, actions, damages, suits, expenses (including reasonable attorney’s fees), liabilities and the like, in law or in equity, and of any kind and nature, in connection with loss of life, personal injury and/or damage to Property and/or building or to any person arising from or in any way, directly or indirectly, associated with or caused by PHF’s access onto the Property and/or building in furtherance of the purposes outlined above.

(b) In the event the Indemnified Parties are made a party to any litigation commenced by or against the Indemnified Parties in connection with this matter, then PHF shall protect and hold harmless the Indemnified Parties and shall pay all costs, expenses, and reasonable attorney’s fees incurred or paid by the Indemnified Parties in connection with any such litigation.

(c) PHF, its contractors, subcontractors and any other agents entering upon the Property, shall, throughout the time of accessing the Property and/or building, carry with insurance companies acceptable to the Township, comprehensive liability insurance, including where applicable contractual liability insurance, in which the PHF, its contractors, subcontractors and any other agents entering upon the Property, insure the liability which they have assumed under this Agreement, which coverage shall be at least One Million Dollars (\$1,000,000.00) for property damage, naming the Township and the Indemnified Parties as additional insureds in order to protect and insure said parties against any and all liability with respect to PHF’s, its

contractors', subcontractors' and any other agents' access to the Property, and shall furnish the Township and/or the Indemnified Parties with a Certificate of Insurance evidencing their compliance with this requirement.

3. PHF hereby releases, waives, discharges, and covenants not to sue the Township and/or the Indemnified Parties and releases and forever discharges the Township and/or the Indemnified Parties for and from any and all loss or damage, and any claim or demands therefore on account of accident, injury, illness, death, or harm of any type arising out of or related to the access to the Property and/or building, whether caused by the negligence of any party being released hereunder.

4. This Agreement shall be binding upon PHF, its successors, and assigns, and shall inure to the benefit of the Township, its successors and assigns.

5. PHF hereby acknowledges and agrees that the Township shall retain ownership of all improvements constructed and/or installed as part of the Project.

6. This Agreement contains the entire understanding between and among the parties and supersedes any prior understandings and agreements among them respecting the subject matter of this Agreement.

7. The parties hereto covenant, warrant and represent to each other good faith, complete cooperation, due diligence and honesty in fact in the performance of all obligations of the parties pursuant to this Agreement. All promises and covenants are mutual and dependent.

8. The waiver by either party of the breach of any provision of this Agreement by the other party shall not operate or be construed as a waiver of any subsequent breach.

9. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania.

10. In the event a suit or action is brought by any party under this Agreement to enforce any of its terms, or in any appeal therefrom, it is agreed that the prevailing party shall be entitled to reasonable attorney's fees to be fixed by the trial court, and/or appellate court.

IN WITNESS WHEREOF, the parties hereto have set forth their hands and seals on the date first above written.

TOWNSHIP:

POCONO TOWNSHIP,  
MONROE COUNTY

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

POCONO HERITAGE FOUNDATION, INC.

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_



Eckert Seamans Cherin & Mellott, LLC  
Two Liberty Place  
50 South 16<sup>th</sup> Street, 22<sup>nd</sup> Floor  
Philadelphia, PA 19102

TEL 215 851 8400  
FAX 215 851 8383  
www.eckertseamans.com

Scott E. Blissman  
215.851.8485  
sblissman@eckertseamans.com

April 26, 2016

**Via E-Mail**

Pam Finkbeiner  
Interim Township Manager  
Pocono Township  
112 Township Drive  
Tannersville, PA 18372

Re: Engagement for Pocono Township

Dear Ms. Finkbeiner:

Thank you for considering our Firm to assist Pocono Township (the "Township") with its police negotiations and interest arbitration, as well as any other labor and employment which the Township elects to assign (collectively, "the Project"). The purpose of this engagement letter is to set forth our mutual understanding of the basis on which we would agree to undertake such representation. Under the Pennsylvania Rules of Professional Conduct, we are required to inform you in writing of the basis of the fee and expense reimbursement arrangement that would be applicable to our handling of the Project. This letter agreement would become effective upon our receipt of a copy of this letter signed by someone authorized to do so on behalf of the Township.

For purposes of the police negotiation and interest arbitration portion of the Project, I will be the primary attorney working on the matter. My hourly rate, as well as the rate for any other partners utilized, will be \$290 per hour. If associates or paralegals in the Firm work on this matter, their time will be billed on the basis of their regular hourly rate, which would be \$225 for associates and \$150 for paralegals. The above rates represent a significant discount from our budgeted rates. In addition, with regard solely to the police negotiation and interest arbitration portion of the Project, in no event shall the fees exceed \$6,000.00, exclusive of costs and expenses, such as phone, copying, mileage and postage as described in more detail in this letter.

All of our current hourly rates would be in effect for the year 2016, and, thereafter, may be subject to change upon appropriate notice to the Township. Unless otherwise agreed, any additional services requested to be provided by our Firm beyond the scope of the labor and employment work outlined in



this letter would be billed in accordance with our hourly rates in effect at the time those services are rendered, or as mutually agreed prior to undertaking the additional representation.

It would be our understanding that all bills rendered to you by us would be paid within thirty days of the date on which such bills are submitted. We reserve the right to terminate our representation of the Township if such bills are not paid in a timely manner. We also reserve the right to charge interest on the amount of any bill remaining unpaid after expiration of a thirty day period at a rate of 1% a month. Similarly, we would promptly respond to any questions you may have concerning any item on a bill submitted to you.

The Township will be billed for disbursements and expenses that we incur on its behalf, including, without limitation, travel costs, mileage, express mailings and postage, long distance telephone costs, telecopying charges and photocopying charges. Unless you have a written arrangement with the Firm which specifies otherwise, our Firm policy requires that most expenses, excepting those which are extremely small in amount, incurred on behalf of the Township and which are payable to a third party, be forwarded to you for direct payment. Please remit any such payments within thirty days directly to the third party. The Firm would not be responsible for payment of the disbursements and expenses incurred on behalf of the Township and which are payable to a third party.

Some of our clients use electronic mail ("E-Mail") to conduct communications between them and the Firm. During 1999, the Ethics Committee of the American Bar Association issued a Formal Opinion in which it concluded that an attorney could transmit information relating to the representation of a client by use of unencrypted E-Mail sent over the Internet without violating the attorney's responsibilities under the Rules of Professional Conduct because such a mode of information transmission afforded a reasonable expectation of privacy from a technological and legal standpoint. For greater protection of client information, our Firm has the capability to encrypt E-Mail. If you would like to request the use of encrypted E-Mail, please contact me so I can notify the appropriate personnel in our Information Systems department. However, no system of encryption provides absolute protection of the confidentiality of information communicated by E-Mail. If you do not want the Firm to use E-Mail for some, or all, of its communication with you, please advise us promptly to that effect. We would follow your instructions as to the manner in which you want to communicate with the Firm.

Clients are entitled to request and receive client-owned files unless the Firm asserts a legally cognizable right to retain all or a portion of the files. No client files can be removed from the Firm and transmitted to any person or entity without the client's written authorization. After a legal

representation has ended, client-owned files would either be returned to the client or kept in the possession of the Firm in accordance with its client file retention policy. Under that policy, client files are retained by the Firm for a fixed time period after which the files may be destroyed. No client files would be destroyed unless approved by the responsible Firm attorney on that legal representation or by the Firm's Executive Director. Files released to a client are no longer subject to the Firm's client file retention policy.

If this engagement letter is consistent with your understanding of our fee and representation arrangement, please sign the enclosed copy where indicated and return it to me. If you have any questions concerning any of the matters discussed in this letter, please do not hesitate to let me know.

We appreciate the opportunity to be of service to Pocono Township.

Very truly yours,



Scott E. Blissman

Accepted and agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Signature

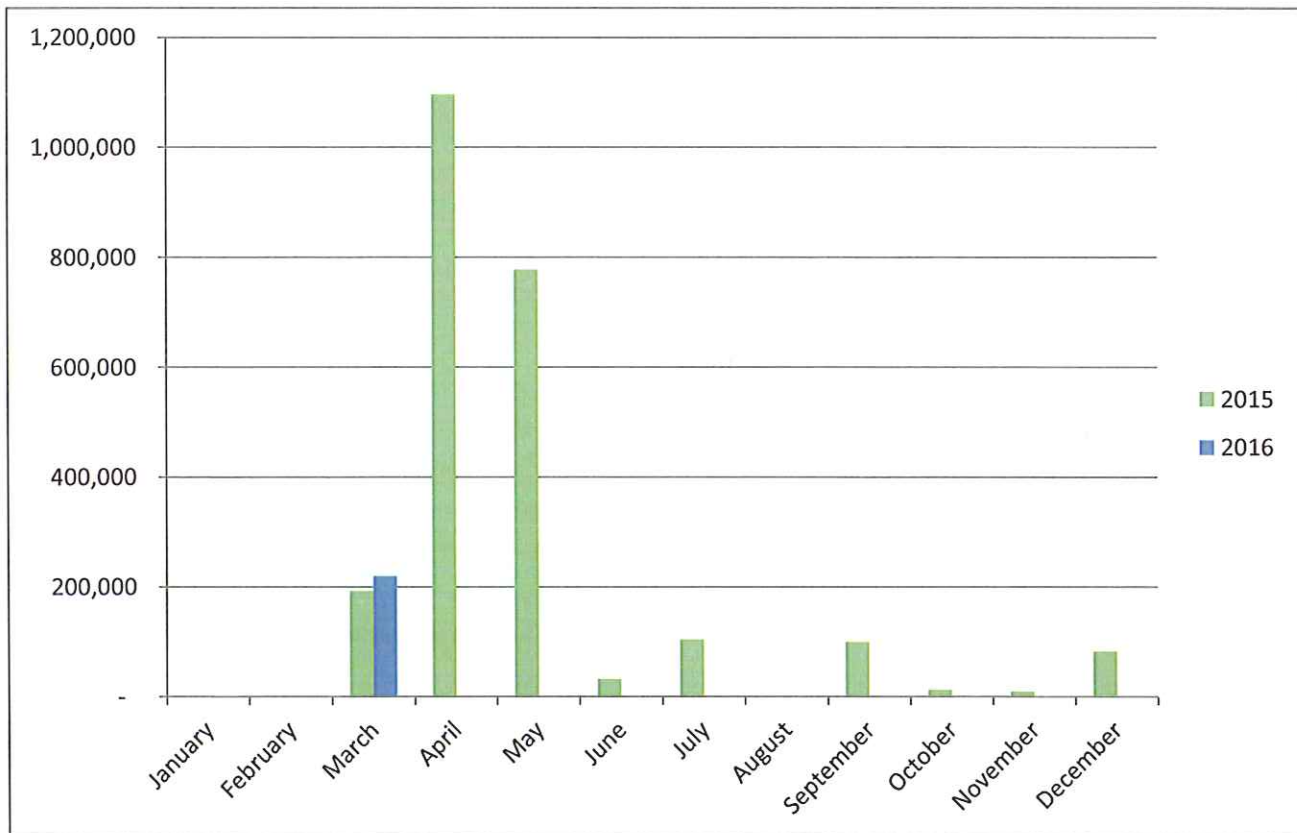
Client: \_\_\_\_\_

Title: \_\_\_\_\_

# Treasurer's Report - Current Real Estate Tax Collection

## Monthly Collections

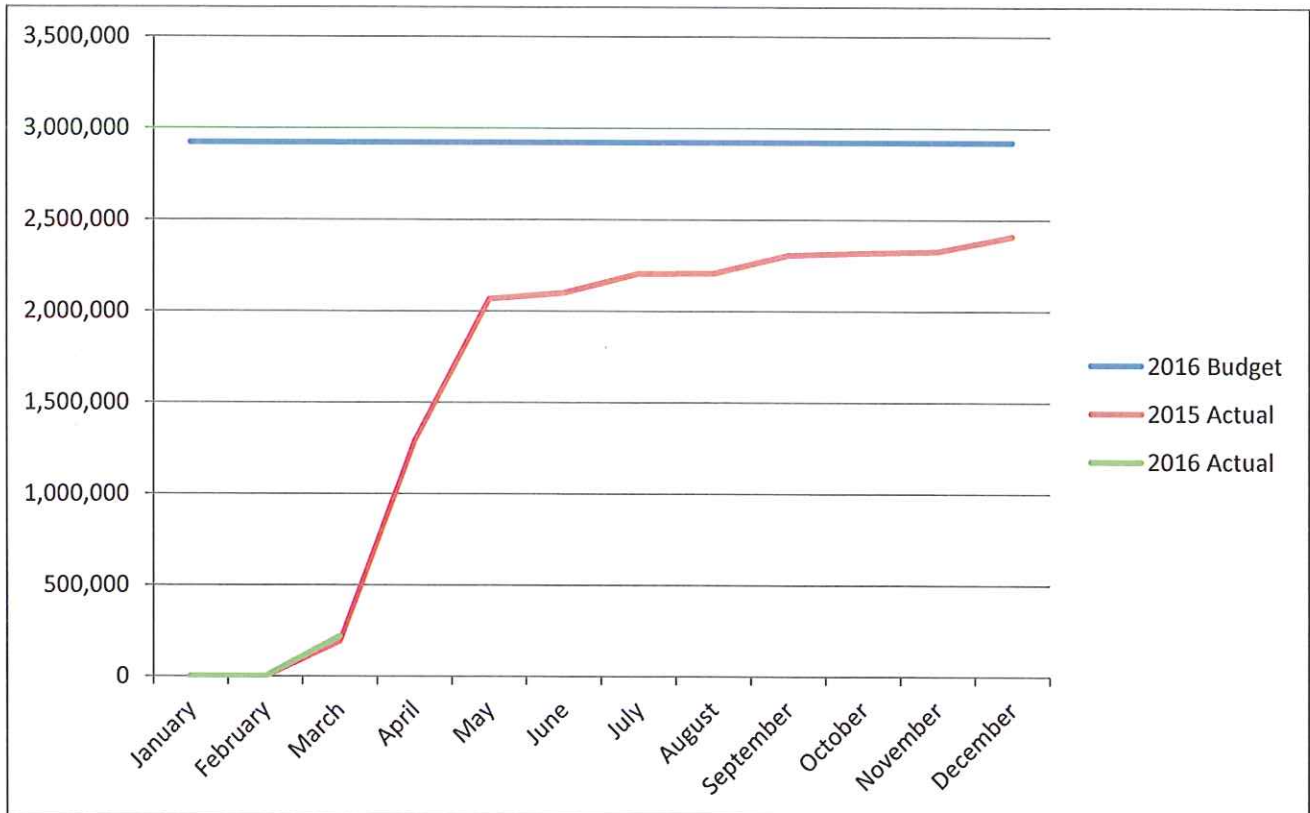
Month	2015	2016
January	-	-
February	-	-
March	192,156	219,631
April	1,096,966	
May	777,274	
June	32,514	
July	104,103	
August	2,365	
September	99,846	
October	12,032	
November	8,767	
December	81,902	



# Treasurer's Report - Current Real Estate Tax Collection

## Cumulative Collections

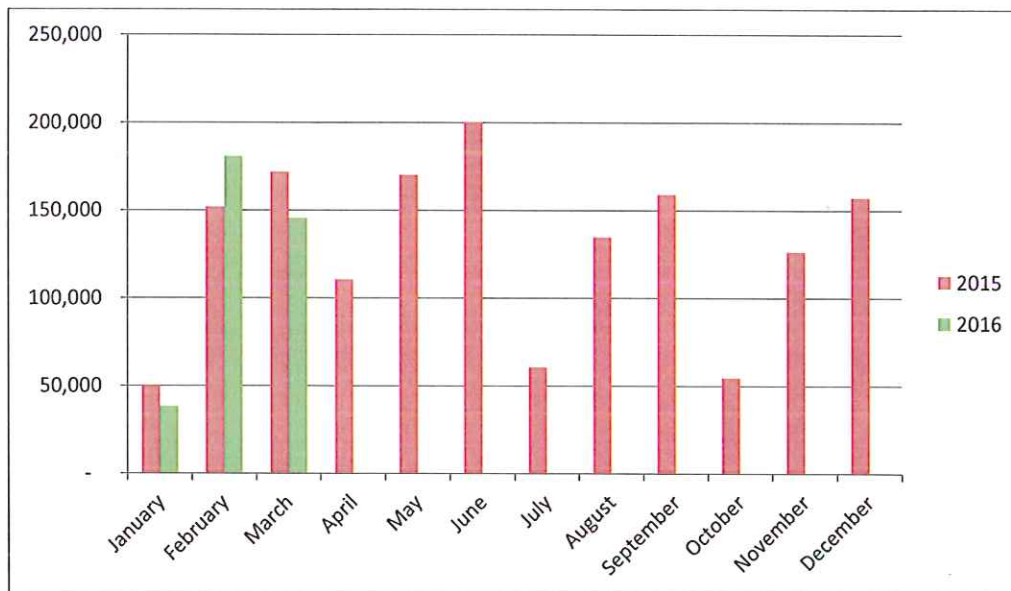
	2015 Budget	2016 Budget	2015 Actual	2016 Actual	2015 Collection %
January	2,315,391	2,920,285	0	0	0.00%
February	2,315,391	2,920,285	0	0	0.00%
March	2,315,391	2,920,285	192,156	219,631	7.52%
April	2,315,391	2,920,285	1,289,122		0.00%
May	2,315,391	2,920,285	2,066,396		0.00%
June	2,315,391	2,920,285	2,098,911		0.00%
July	2,315,391	2,920,285	2,203,014		0.00%
August	2,315,391	2,920,285	2,205,379		0.00%
September	2,315,391	2,920,285	2,305,225		0.00%
October	2,315,391	2,920,285	2,317,257		0.00%
November	2,315,391	2,920,285	2,326,024		0.00%
December	2,315,391	2,920,285	2,407,926		0.00%



# Treasurer's Report - Earned Income Tax Collection

## Monthly Collections

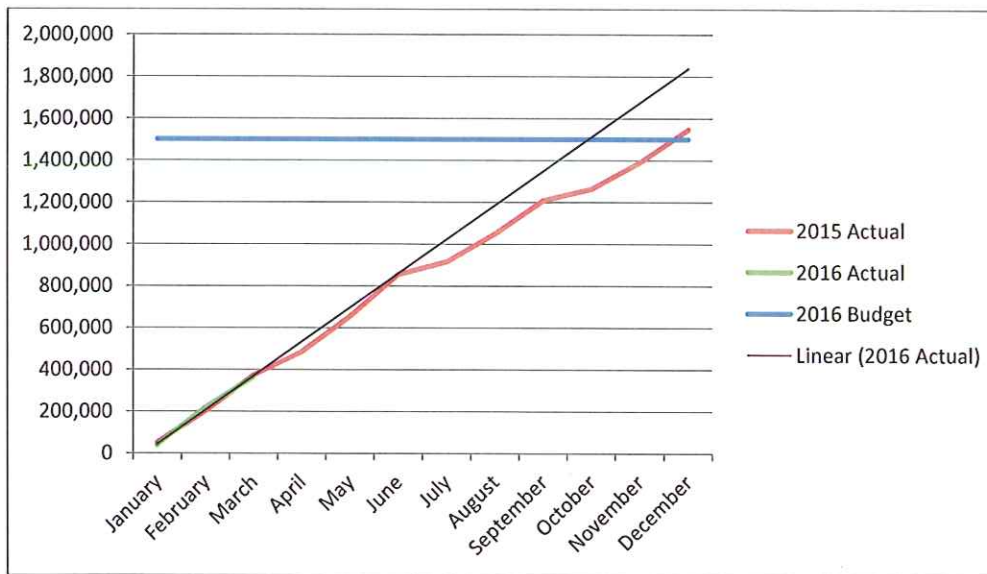
	2015	2016
January	50,016	38,188
February	151,956	180,735
March	171,698	145,598
April	110,568	
May	170,046	
June	200,432	
July	60,488	
August	134,675	
September	159,064	
October	54,651	
November	126,313	
December	157,218	



# Treasurer's Report - Earned Income Tax Collection

## Cumulative Collections

	2015 Budget	2016 Budget	2015 Actual	2016 Actual	2015 Collection %	2016 Collection %
January	1,325,000	1,500,000	50,016	38,188	3.8%	2.5%
February	1,325,000	1,500,000	201,972	218,923	15.2%	14.6%
March	1,325,000	1,500,000	373,670	364,521	28.2%	24.3%
April	1,325,000	1,500,000	484,238		36.5%	0.0%
May	1,325,000	1,500,000	654,283		49.4%	0.0%
June	1,325,000	1,500,000	854,715		64.5%	0.0%
July	1,325,000	1,500,000	915,203		69.1%	0.0%
August	1,325,000	1,500,000	1,049,878		79.2%	0.0%
September	1,325,000	1,500,000	1,208,942		91.2%	0.0%
October	1,325,000	1,500,000	1,263,594		95.4%	0.0%
November	1,325,000	1,500,000	1,389,906		104.9%	0.0%
December	1,325,000	1,500,000	1,547,124		116.8%	0.0%





General Fund  
Treasurer's Report  
March 2016

Income		2016				2015			
		Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget	Jan 1 - Mar 31, 2015	Budget	\$ Over Budget	% of Budget
301.100 · Real Estate Taxes - Current		219,630.52	2,920,285.00	-2,700,654.48	7.52%	192,155.51	2,315,391.00	-2,123,235.49	8.3%
	Park					16,819.44	178,017.00	-161,197.56	9.45%
	Debt					17,187.85	179,505.00	-162,317.15	9.58%
	Emergency Services					28,043.88	299,921.00	-271,877.12	9.35%
310.200 · Earned Income Taxes		364,521.04	1,500,000.00	-1,135,478.96	24.3%	373,670.60	1,325,000.00	-951,329.40	28.2%
Taxes Other									
	301.101 · Judicial Sales - Tax Claim	0.00	0.00	0.00	0.0%	0.00	1,800.00	-1,800.00	0.0%
	301.200 · Real Estate Taxes - Delinquent	0.00	190,000.00	-190,000.00	0.0%	0.00	150,000.00	-150,000.00	0.0%
	301.201 · Real Estate Court Settlement	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
	301.300 · Returned Taxes - Upset Sale	0.00	5,000.00	-5,000.00	0.0%	5,670.67	4,000.00	1,670.67	141.77%
	301.400 · Returned Tax - Repository Sale	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
	310.100 · Real Estate Transfer Taxes	20,677.43	170,000.00	-149,322.57	12.16%	25,755.68	150,000.00	-124,244.32	17.17%
	310.500 · Local Services Taxes	66,016.18	390,000.00	-323,983.82	16.93%	95,987.59	340,000.00	-244,012.41	28.23%
Total Taxes Other		86,693.61	755,000.00	-668,306.39	11.48%	127,413.94	645,800.00	-518,386.06	19.73%
Licenses, permits and fees									
	321.630 · Pumper-Hauler Licenses	0.00	0.00	0.00	0.0%	0.00	100.00	-100.00	0.0%
	321.800 · Cable TV Franchise Fees*	0.00	200,000.00	-200,000.00	0.0%	0.00	190,000.00	-190,000.00	0.0%
	322.100 · Application fees	0.00	0.00	0.00	0.0%	1,100.00	0.00	1,100.00	100.0%
Total Licenses, permits and fees		0.00	200,000.00	-200,000.00	0.0%	1,100.00	190,100.00	-189,000.00	0.58%
Fines and Forfeits									
	331.100 · Court Fines - District Magistra	7,553.36	40,000.00	-32,446.64	18.88%	4,020.21	30,000.00	-25,979.79	13.4%
	331.110 · Motor Vehicle Code Violations	2,347.20	20,000.00	-17,652.80	11.74%	2,893.52	30,000.00	-27,106.48	9.65%
	331.200 · Ordinance Violations	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
	332.100 · Restitution	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Fines and Forfeits		9,900.56	60,500.00	-50,599.44	16.37%	6,913.73	60,500.00	-53,586.27	11.43%
341.010 · Interest on Investments		2,344.76	14,000.00	-11,655.24	16.75%	2,686.15	4,000.00	-1,313.85	67.15%
	Park					65.07	300.00	-234.93	21.69%
	Debt					12.29	180.00	-167.71	6.83%
	Emergency Services					1.45	150.00	-148.55	0.97%
354.129 · Stadden Road Bridge Grant		0.00	0.00	0.00	0.0%	0.00	130,000.00	-130,000.00	0.0%
354.150 · Recycling Performance Grant		0.00	0.00	0.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
Other State Grants									
	354.100 · Police Grants	0.00	10,000.00	-10,000.00	0.0%	0.00	0.00	0.00	0.0%
	355.010 · Public Utility Realty Tax	0.00	7,000.00	-7,000.00	0.0%	0.00	0.00	0.00	0.0%
	355.040 · Alcoholic Beverage Licenses	2,000.00	2,000.00	0.00	100.0%	1,200.00	2,750.00	-1,550.00	43.64%
	355.050 · Pension System State Aid	0.00	204,395.00	-204,395.00	0.0%	0.00	184,992.00	-184,992.00	0.0%
	355.070 · Foreign Fire Insurance	0.00	104,000.00	-104,000.00	0.0%	0.00	104,000.00	-104,000.00	0.0%
	356.100 · State Payments in Lieu of Taxes	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
Total Other State Grants		2,000.00	327,895.00	-325,895.00	0.61%	1,200.00	292,242.00	-291,042.00	0.41%
	357.030 · County Grant					0.00	0.00	0.00	0.0%
362.100 · Police Services		8,116.44	40,000.00	-31,883.56	20.29%	4,284.00	40,000.00	-35,716.00	10.71%
Building Permits									
	362.411 · Connect & Tank Abandonment Fees	125.00	3,000.00	-2,875.00	4.17%	375.00	0.00	375.00	100.0%
	362.410 · Building Permits - BIU - Other	30,146.10	400,000.00	-369,853.90	7.54%	125,119.10	160,000.00	-34,880.90	78.2%

General Fund  
Treasurer's Report  
March 2016

		2016				2015			
		Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget	Jan 1 - Mar 31, 2015	Budget	\$ Over Budget	% of Budget
Total Building Permits		30,271.10	403,000.00	-372,728.90	7.51%	125,494.10	160,000.00	-34,505.90	78.43%
Charges for Services									
	361.310 • Subdivision, Land Develop Fees	2,100.00	5,000.00	-2,900.00	42.0%	1,130.00	4,000.00	-2,870.00	28.25%
	361.330 • Zoning Hearing Board Fees	300.00	2,000.00	-1,700.00	15.0%	900.00	2,000.00	-1,100.00	45.0%
	361.340 • Cond Use, Curative PRD Fees	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
	361.341 • UCC Appeal Board Fees	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
	361.400 • Plan Review Fees	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
	361.500 • Sale of Maps and Publications	0.00	100.00	-100.00	0.0%	0.00	100.00	-100.00	0.0%
	361.700 • Reproduction of Records	88.00	100.00	-12.00	88.0%	75.00	100.00	-25.00	75.0%
	362.110 • Sale of Police Reports	1,080.00	6,000.00	-4,920.00	18.0%	1,125.00	5,000.00	-3,875.00	22.5%
	362.130 • Security Alarm Fees	40.00	150.00	-110.00	26.67%	20.00	150.00	-130.00	13.33%
	362.300 • Zoning Permits	5,457.62	75,000.00	-69,542.38	7.28%	17,138.40	33,400.00	-16,261.60	51.31%
	362.440 • Sewer System Permits	3,375.00	12,000.00	-8,625.00	28.13%	450.00	12,000.00	-11,550.00	3.75%
	362.450 • Use & Occupancy Permits	450.00	2,500.00	-2,050.00	18.0%	475.00	2,500.00	-2,025.00	19.0%
	362.475 • Well Permits	0.00	1,000.00	-1,000.00	0.0%	300.00	0.00	300.00	100.0%
	362.480 • Pool Permits	0.00	200.00	-200.00	0.0%	0.00	0.00	0.00	0.0%
	362.485 • Sign Permits	2,025.00	8,000.00	-5,975.00	25.31%	1,675.00	0.00	1,675.00	100.0%
	362.491 • Fireworks Permits	0.00	200.00	-200.00	0.0%	0.00	0.00	0.00	0.0%
	362.495 • UCC Fees	196.00	500.00	-304.00	39.2%	168.00	500.00	-332.00	33.6%
	362.500 • Building Code Appeals Board Fee	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
	362.600 • Miscellaneous Permits	0.00	500.00	-500.00	0.0%	25.00	0.00	25.00	100.0%
	363.500 • Public Works Services	0.00	4,500.00	-4,500.00	0.0%	0.00	11,000.00	-11,000.00	0.0%
Total Charges for Services		15,111.62	118,750.00	-103,638.38	12.73%	23,481.40	71,750.00	-48,268.60	32.73%
367.140 • Pavilion Rental Fees		3,000.00	15,000.00	-12,000.00	20.0%	5,050.00	13,000.00	-7,950.00	38.85%
Other Operating Revenue									
	380.100 • Miscellaneous Revenue	1.00	100.00	-99.00	1.0%	1.00	100.00	-99.00	1.0%
	387.100 • Contributions and Donations	1.00	500.00	-499.00	0.2%	0.00	1,000.00	-1,000.00	0.0%
	387.200 • Fees in Liew of Improvements	0.00	4,000.00	-4,000.00	0.0%	0.00	2,500.00	-2,500.00	0.0%
	389.500 • Miscellaneous Reimbursements	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
Total Other Operating Revenue		2.00	4,600.00	-4,598.00	0.04%	1.00	4,600.00	-4,599.00	0.02%
Other Financing Sources									
	391.100 • Sale of Surplus Property	0.00	5,000.00	-5,000.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
	392.300 • Interfund Transfers	284,192.52	0.00	284,192.52	100.0%	0.00	0.00	0.00	0.0%
	395.000 • Refunds of Prior Year Expenses	306.37	195,170.00	-194,863.63	0.16%	3,661.20	0.00	3,661.20	100.0%
Total Other Financing Sources		284,498.89	200,170.00	84,328.89	142.13%	3,661.20	3,000.00	661.20	122.04%
392.900 • Transfer from Fund Balance		0.00	310,499.00	-310,499.00	0.0%	0.00	0.00	0.00	0.0%
Total Income		1,026,090.54	6,869,699.00	-5,843,608.46	14.94%	924,191.61	5,905,456.00	-4,981,264.39	15.65%



General Fund  
Treasurer's Report  
March 2016

	Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget	Jan 1 - Mar 31, 2015	Budget	\$ Over Budget	% of Budget
<b>Expenses</b>								
<b>General Government</b>								
400.110 · Salary & Wages - Legislative	2,660.71	16,250.00	-13,589.29	16.37%	0.00	16,250.00	-16,250.00	0.0%
400.192 · Legislative SSI Tax	203.53	1,243.00	-1,039.47	16.37%	0.00	1,243.00	-1,243.00	0.0%
400.260 · Minor Equipment	0.00	2,000.00	-2,000.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
400.420 · Dues, Subscriptions & Membershi	500.00	1,516.00	-1,016.00	32.98%	0.00	1,516.00	-1,516.00	0.0%
400.460 · Legislaive -Meetings & Training	0.00	1,000.00	-1,000.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
400.540 · Legislative - Donations	567.79	3,000.00	-2,432.21	18.93%	0.00	1,300.00	-1,300.00	0.0%
401.110 · Admin Salaries & Wages	29,612.80	110,000.00	-80,387.20	26.92%	22,844.16	110,000.00	-87,155.84	20.77%
401.192 · Admin SSI Taxes	2,265.35	8,415.00	-6,149.65	26.92%	1,747.55	8,415.00	-6,667.45	20.77%
401.196 · Admin Health Insurance	8,572.28	25,259.00	-16,686.72	33.94%	8,237.60	25,258.00	-17,020.40	32.61%
401.198 · Non-Uniformed Pension Plan	2,284.41	9,900.00	-7,615.59	23.08%	2,465.26	9,900.00	-7,434.74	24.9%
401.199 · Admin Life and Disability Ins	189.00	756.00	-567.00	25.0%	189.00	760.00	-571.00	24.87%
401.200 · Administration Allowances	997.40	3,200.00	-2,202.60	31.17%	797.40	3,200.00	-2,402.60	24.92%
401.220 · Admin Operating Supplies	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
401.260 · Admin Minor Equipment	0.00	1,000.00	-1,000.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
401.420 · Admin Dues, Subscriptions & Mem	165.00	2,565.00	-2,400.00	6.43%	84.66	2,565.00	-2,480.34	3.3%
401.460 · Admin Meetings & Training	0.00	3,250.00	-3,250.00	0.0%	149.00	3,250.00	-3,101.00	4.59%
402.110 · Fin Admin Salaries & Wages	14,268.80	53,202.00	-38,933.20	26.82%	0.00	0.00	0.00	0.0%
402.120 · Financial Admin OVT	1,289.93	2,500.00	-1,210.07	51.6%	0.00	0.00	0.00	0.0%
402.192 · Fin Admin SSI Taxes	1,190.25	4,261.00	-3,070.75	27.93%	0.00	0.00	0.00	0.0%
402.196 · Fin Admin Health Insurance	8,257.91	26,274.00	-18,016.09	31.43%	0.00	0.00	0.00	0.0%
402.198 · Fin Admin Non-Uni Pension Plan	1,183.84	4,788.00	-3,604.16	24.73%	0.00	0.00	0.00	0.0%
402.199 · Fin Admin Life & Disability Ins	134.00	804.00	-670.00	16.67%	0.00	0.00	0.00	0.0%
402.220 · Fin Admin Operating Supplies	58.97	500.00	-441.03	11.79%	0.00	0.00	0.00	0.0%
402.260 · Fin Admin Minor Equipment	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%
402.310 · Fin Admin Professional Srvs	1,836.88	12,000.00	-10,163.12	15.31%	498.00	15,000.00	-14,502.00	3.32%
402.420 · Fin Admin Dues, Subscriptions	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%
402.460 · Fin Admin Meetings & Training	586.54	500.00	86.54	117.31%	0.00	0.00	0.00	0.0%
403.110 · Tax Collection Salaries & Wages	2,692.34	10,000.00	-7,307.66	26.92%	2,076.95	10,000.00	-7,923.05	20.77%
403.192 · Tax Collection SSI Taxes	206.01	765.00	-558.99	26.93%	158.93	765.00	-606.07	20.78%
403.215 · Tax Collection Postage	1,603.53	2,000.00	-396.47	80.18%	1,606.71	2,000.00	-393.29	80.34%
403.220 · Tax Collection Operating Supply	1,266.02	2,000.00	-733.98	63.3%	1,465.23	2,000.00	-534.77	73.26%
403.310 · Tax Collection Professional Srv	7,369.03	23,250.00	-15,880.97	31.7%	7,563.29	26,000.00	-18,436.71	29.09%
403.460 · Tax Collection Meetings & Conf	0.00	625.00	-625.00	0.0%	0.00	625.00	-625.00	0.0%
404.310 · Township Solicitor	18,144.18	90,000.00	-71,855.82	20.16%	20,105.53	90,000.00	-69,894.47	22.34%
405.110 · Secretary Salaries & Wages	23,423.70	101,903.00	-78,479.30	22.99%	28,246.97	135,529.00	-107,282.03	20.84%
405.120 · Secretary OT	1,119.69	6,000.00	-4,880.31	18.66%	2,210.95	4,000.00	-1,789.05	55.27%
405.192 · Secretary SSI Taxes	1,867.71	8,255.00	-6,387.29	22.63%	2,321.57	10,368.00	-8,046.43	22.39%
405.196 · Secretary Insurance	12,843.88	38,414.00	-25,570.12	33.44%	20,840.08	48,828.00	-27,987.92	42.68%
405.198 · Secretary Non-Uni Pension Plan	1,919.20	7,821.00	-5,901.80	24.54%	2,861.54	11,298.00	-8,436.46	25.33%
405.199 · Secretary Life & Disability Ins	402.00	1,600.00	-1,198.00	25.13%	588.57	2,400.00	-1,811.43	24.52%
405.220 · Secretary Operating Supplies	0.00	500.00	-500.00	0.0%	332.85	1,500.00	-1,167.15	22.19%
405.260 · Secretary Minor Equipment	0.00	1,000.00	-1,000.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
405.310 · Secretary Professional Srvs	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
405.420 · Secretary Dues, Subscriptions	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
405.460 · Secretary Meetings & Training	0.00	1,000.00	-1,000.00	0.0%	198.00	2,500.00	-2,302.00	7.92%
406.215 · Gen Govt Postage	2,166.88	4,000.00	-1,833.12	54.17%	1,127.15	4,000.00	-2,872.85	28.18%



General Fund  
Treasurer's Report  
March 2016

406.220 · Gen Govt Operation Supplies	1,389.79	7,000.00	-5,610.21	19.85%	2,032.71	7,000.00	-4,967.29	29.04%
406.310 · Gen Govt Professional Svcs	0.00	8,600.00	-8,600.00	0.0%	704.00	2,000.00	-1,296.00	35.2%
406.320 · Gen Govt Communications	1,907.98	9,000.00	-7,092.02	21.2%	1,690.38	15,000.00	-13,309.62	11.27%
406.340 · Gen Govt Advertising & Printing	381.80	8,000.00	-7,618.20	4.77%	1,970.13	5,000.00	-3,029.87	39.4%
406.374 · Gen Govt Office Equipment Maint	0.00	1,000.00	-1,000.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
406.384 · Gen Govt Equipment Leases	972.24	6,396.00	-5,423.76	15.2%	618.40	6,396.00	-5,777.60	9.67%
406.430 · Gen Govt Real Estate Taxes	0.00	0.00	0.00	0.0%	0.00	6,500.00	-6,500.00	0.0%
407.252 · Computer Parts & Supplies	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
407.260 · Technology Minor Equipment	0.00	1,000.00	-1,000.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
407.450 · Contracted Services	5,611.50	8,500.00	-2,888.50	66.02%	9,495.38	14,000.00	-4,504.62	67.82%
408.310 · Township Engineer	2,965.86	70,000.00	-67,034.14	4.24%	17,219.19	85,000.00	-67,780.81	20.26%
409.220 · Building Operating Supplies	0.00	1,000.00	-1,000.00	0.0%	2.99	1,000.00	-997.01	0.3%
409.360 · Building Utilities	8,984.28	47,000.00	-38,015.72	19.12%	10,660.01	48,000.00	-37,339.99	22.21%
409.373 · Building Maint & Repairs	3,141.60	17,000.00	-13,858.40	18.48%	6,706.22	20,000.00	-13,293.78	33.53%
409.450 · Building Contracted Services	1,515.58	7,000.00	-5,484.42	21.65%	1,349.09	15,000.00	-13,650.91	8.99%
<b>Total General Government</b>	<b>178,720.19</b>	<b>787,312.00</b>	<b>-608,591.81</b>	<b>22.7%</b>	<b>789,866.00</b>	<b>-608,700.55</b>	<b>1,398,566.55</b>	<b>-129.76%</b>
<b>Public Safety</b>								
410.120 · Police Salaries & Wages-Admin	23,189.60	86,464.00	-63,274.40	26.82%	18,156.32	83,306.00	-65,149.68	21.8%
410.130 · Police Salaries & Wages-Officer	279,824.99	1,114,911.00	-835,086.01	25.1%	203,015.16	1,113,026.00	-910,010.84	18.24%
410.140 · Police Salaries & Wages-Civilian	12,706.57	47,594.00	-34,887.43	26.7%	8,816.16	42,192.00	-33,375.84	20.9%
410.179 · Police Longevity Pay	0.00	42,824.00	-42,824.00	0.0%	0.00	40,794.00	-40,794.00	0.0%
410.180 · Police Overtime Wages	32,892.83	125,000.00	-92,107.17	26.31%	24,405.73	110,000.00	-85,594.27	22.19%
410.187 · Police Overtime Civ Support	15.80	500.00	-484.20	3.16%	0.00	500.00	-500.00	0.0%
410.191 · Uniform Allowance	0.00	14,400.00	-14,400.00	0.0%	717.64	13,600.00	-12,882.36	5.28%
410.192 · Police SSI Taxes	27,352.92	108,423.00	-81,070.08	25.23%	19,444.98	94,747.00	-75,302.02	20.52%
410.196 · Police Health Insurance	144,519.92	435,076.00	-290,556.08	33.22%	138,085.92	397,284.00	-259,198.08	34.76%
410.197 · Police Pension Plan	0.00	145,320.00	-145,320.00	0.0%	0.00	150,577.00	-150,577.00	0.0%
410.198 · Police Life & Disability Ins	3,752.00	16,470.00	-12,718.00	22.78%	3,346.31	16,100.00	-12,753.69	20.79%
410.199 · Police Non-Uniform Pension	913.82	3,959.00	-3,045.18	23.08%	872.94	3,797.00	-2,924.06	22.99%
410.200 · Police 457 Contribution	0.00	5,000.00	-5,000.00	0.0%	5,259.45	5,000.00	259.45	105.19%
410.220 · Police Operating Supplies	2,505.29	5,000.00	-2,494.71	50.11%	1,059.07	5,000.00	-3,940.93	21.18%
410.221 · Crime Scene Supplies	306.83	1,000.00	-693.17	30.68%	333.58	1,600.00	-1,266.42	20.85%
410.222 · Ammunition	0.00	5,000.00	-5,000.00	0.0%	1,441.80	5,000.00	-3,558.20	28.84%
410.223 · K-9 Expenses	143.26	1,500.00	-1,356.74	9.55%	1,023.53	2,000.00	-976.47	51.18%
410.231 · Vehicle Fuel	8,099.59	45,000.00	-36,900.41	18.0%	9,509.96	72,500.00	-62,990.04	13.12%
410.260 · Police Minor Equipment	231.92	5,000.00	-4,768.08	4.64%	925.27	15,000.00	-14,074.73	6.17%
410.310 · Police Professional Services	0.00	2,500.00	-2,500.00	0.0%	1,345.62	5,000.00	-3,654.38	26.91%
410.314 · Civil Service Comm Solicitor	876.41	10,000.00	-9,123.59	8.76%	1,087.50	0.00	1,087.50	100.0%
410.320 · Police Communications	3,661.83	15,000.00	-11,338.17	24.41%	3,977.28	10,000.00	-6,022.72	39.77%
410.341 · Police Advertising & Printing	112.00	400.00	-288.00	28.0%	3,050.00	400.00	2,650.00	762.5%
410.373 · Police Maint & Repair Bldg	2,391.05	5,000.00	-2,608.95	47.82%	4,848.28	7,500.00	-2,651.72	64.64%
410.374 · Police Equipment Maint	757.15	3,500.00	-2,742.85	21.63%	462.50	4,750.00	-4,287.50	9.74%
410.420 · Police Dues, Subscriptions	220.00	1,500.00	-1,280.00	14.67%	350.00	1,500.00	-1,150.00	23.33%
410.450 · Police Contracted Services	41,226.25	99,163.00	-57,936.75	41.57%	34,343.48	99,164.00	-64,820.52	34.63%
410.451 · Police Vehicle Maintenance	6,796.05	25,000.00	-18,203.95	27.18%	3,827.84	25,000.00	-21,172.16	15.31%
410.460 · Police Meetings & Training	595.00	8,500.00	-7,905.00	7.0%	2,417.89	5,000.00	-2,582.11	48.36%
410.740 · Police Capital Purch, Minor	0.00	0.00	0.00	0.0%	0.00	15,000.00	-15,000.00	0.0%
410.741 · Police Capital Purch, Autos	0.00	0.00	0.00	0.0%	0.00	53,000.00	-53,000.00	0.0%
411.232 · Fire Department Fuel	0.00	6,150.00	-6,150.00	0.0%	0.00	6,150.00	-6,150.00	0.0%
411.540 · Foreign Fire Payments	0.00	104,000.00	-104,000.00	0.0%	0.00	100,000.00	-100,000.00	0.0%
411.541 · Disbursement to Fire Company	0.00	215,000.00	-215,000.00	0.0%	0.00	213,062.00	-213,062.00	0.0%
412.100 · Ambulance Fuel	0.00	0.00	0.00	0.0%	0.00	35,000.00	-35,000.00	0.0%



General Fund  
Treasurer's Report  
March 2016

412.540 · Disbursement to Ambulance	0.00	0.00	0.00	0.0%	50,000.00	100,000.00	-50,000.00	50.0%
413.220 · Code Enforcement Supplies	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%
413.260 · Code Enforcement Minor Equip	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
413.310 · Prof Services - BIU Building	19,257.82	280,000.00	-260,742.18	6.88%	74,046.41	93,333.00	-19,286.59	79.34%
413.311 · Prof Services - SEO	87.50	15,000.00	-14,912.50	0.58%	2,277.50	8,400.00	-6,122.50	27.11%
413.312 · Professional Services - ZO	0.00	0.00	0.00	0.0%	4,395.00	23,400.00	-19,005.00	18.78%
413.314 · Building Code Appeals Board	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
413.319 · Code Enforcement UCC Fees	4.00	1,000.00	-996.00	0.4%	0.00	750.00	-750.00	0.0%
413.341 · Code Enforcement Advertising	0.00	0.00	0.00	0.0%	0.00	100.00	-100.00	0.0%
413.420 · Code Enforcement Dues & Subs	0.00	250.00	-250.00	0.0%	0.00	0.00	0.00	0.0%
413.450 · Code Enforcement Contracted Srv	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
413.451 · Code Enforcement Vehicle Maint	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
413.460 · Code Enforcement Meetings	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%
414.110 · Planning & Zoning Salaries	14,553.50	55,288.00	-40,734.50	26.32%	0.00	0.00	0.00	0.0%
414.120 · Planning & Zoning OT	68.25	2,500.00	-2,431.75	2.73%	0.00	0.00	0.00	0.0%
414.192 · Planning & Zoning SSI Taxes	1,118.57	4,230.00	-3,111.43	26.44%	0.00	0.00	0.00	0.0%
414.196 · Planning & Zoning Health Ins	8,044.47	23,975.00	-15,930.53	33.55%	0.00	0.00	0.00	0.0%
414.198 · Planning & Zoning N-U Pension	0.00	4,479.00	-4,479.00	0.0%	0.00	0.00	0.00	0.0%
414.199 · Zoning Life & Disability	189.00	850.00	-661.00	22.24%	0.00	0.00	0.00	0.0%
414.220 · Planning & Zoning Supplies	0.00	500.00	-500.00	0.0%	0.00	600.00	-600.00	0.0%
414.310 · Planning & Zoning Prof Srvs	752.40	1,000.00	-247.60	75.24%	685.25	20,000.00	-19,314.75	3.43%
414.313 · Planning & Zoning Engineering	1,486.47	10,000.00	-8,513.53	14.87%	4,190.23	0.00	4,190.23	100.0%
414.314 · Planning & Zoning Legal	5,231.79	20,000.00	-14,768.21	26.16%	7,531.30	0.00	7,531.30	100.0%
414.324 · Zoning Cell Phone	70.62	600.00	-529.38	11.77%	0.00	0.00	0.00	0.0%
414.331 · Zoning Officer Mileage	0.00	1,000.00	-1,000.00	0.0%	0.00	0.00	0.00	0.0%
414.341 · Planning & Zoning Advertising	855.60	1,500.00	-644.40	57.04%	616.40	1,000.00	-383.60	61.64%
414.460 · Planning & Zoning Meetings	0.00	500.00	-500.00	0.0%	0.00	400.00	-400.00	0.0%
415.220 · Emer Mgmt Operating Supplies	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
415.460 · Emer Mgmt Meetings & Training	0.00	200.00	-200.00	0.0%	0.00	200.00	-200.00	0.0%
<b>Total Public Safety</b>	<b>644,811.07</b>	<b>3,129,026.00</b>	<b>-2,484,214.93</b>	<b>20.61%</b>	<b>635,866.30</b>	<b>3,001,732.00</b>	<b>-2,365,865.70</b>	<b>21.18%</b>
<b>Public Works - Other</b>								
426.227 · Recycling containers	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
427.220 · Solid Waste Coll Supplies	65.00	1,500.00	-1,435.00	4.33%	60.00	1,500.00	-1,440.00	4.0%
427.221 · Equip Rental - Grinder	0.00	4,700.00	-4,700.00	0.0%	0.00	4,700.00	-4,700.00	0.0%
427.450 · Contracted Srvs - Clean-Up Days	0.00	16,000.00	-16,000.00	0.0%	0.00	20,000.00	-20,000.00	0.0%
429.317 · TIF	0.00	0.00	0.00	0.0%	0.00	17,566.00	-17,566.00	0.0%
<b>Total Public Works - Other</b>	<b>65.00</b>	<b>22,200.00</b>	<b>-22,135.00</b>	<b>0.29%</b>	<b>60.00</b>	<b>43,766.00</b>	<b>-43,706.00</b>	<b>0.14%</b>
<b>PW-Hwys, Roads &amp; Streets</b>								
430.110 · Public Works Salaries	110,447.83	398,645.00	-288,197.17	27.71%	80,211.16	401,478.00	-321,266.84	19.98%
430.120 · Public Works OT Wages	11,308.40	25,000.00	-13,691.60	45.23%	21,537.73	25,000.00	-3,462.27	86.15%
430.192 · Public Works SSI Taxes	9,257.48	32,409.00	-23,151.52	28.57%	7,735.03	30,713.00	-22,977.97	25.19%
430.196 · Public Works Insurance	75,299.84	223,374.00	-148,074.16	33.71%	63,528.08	213,252.00	-149,723.92	29.79%
430.198 · Public Works N-U Pension	9,968.67	34,258.00	-24,289.33	29.1%	9,087.22	34,513.00	-25,425.78	26.33%
430.199 · Public Works Life & Disab Ins	1,931.00	5,570.00	-3,639.00	34.67%	1,599.90	6,400.00	-4,800.10	25.0%
430.200 · Public Works Director Allowance	197.40	600.00	-402.60	32.9%	0.00	0.00	0.00	0.0%
430.220 · Public Works Oper Supplies	2,515.44	13,000.00	-10,484.56	19.35%	3,212.95	15,000.00	-11,787.05	21.42%
430.232 · Public Works Diesel	4,594.37	55,000.00	-50,405.63	8.35%	20,787.38	66,250.00	-45,462.62	31.38%
430.234 · Public Works Vehicle Supplies	0.00	6,000.00	-6,000.00	0.0%	1,019.90	6,000.00	-4,980.10	17.0%
430.238 · Public Works Uniforms	1,276.13	7,800.00	-6,523.87	16.36%	2,050.19	7,800.00	-5,749.81	26.28%
430.260 · Public Works Minor Equip Purch	533.82	2,000.00	-1,466.18	26.69%	581.92	2,000.00	-1,418.08	29.1%
430.331 · Mileage Reimbursement	62.61	1,000.00	-937.39	6.26%	0.00	0.00	0.00	0.0%
430.341 · Public Works Advertising	0.00	1,500.00	-1,500.00	0.0%	0.00	0.00	0.00	0.0%



General Fund  
Treasurer's Report  
March 2016

430.360 · Public Works Utilities	0.00	0.00	0.00	0.0%	5,792.79	18,750.00	-12,957.21	30.9%
430.373 · Public Works Maint & Rep Bldg	57.74	9,000.00	-8,942.26	0.64%	2,764.07	10,000.00	-7,235.93	27.64%
430.374 · Public Works Small Equip Maint	0.00	0.00	0.00	0.0%	1,327.36	5,000.00	-3,672.64	26.55%
430.375 · Public Works Heavy Equip Maint	6,070.73	77,000.00	-70,929.27	7.88%	13,141.46	25,000.00	-11,858.54	52.57%
430.384 · Public Works Equip Rental	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
430.420 · Public Works Dues, Subscription	200.00	500.00	-300.00	40.0%	200.00	500.00	-300.00	40.0%
430.450 · Public Works Contracted Srvs	0.00	1,000.00	-1,000.00	0.0%	100.00	1,000.00	-900.00	10.0%
430.451 · Public Works Vehicle Maint	0.00	0.00	0.00	0.0%	380.00	25,000.00	-24,620.00	1.52%
430.460 · Public Works Meetings & Trainin	0.00	750.00	-750.00	0.0%	66.75	500.00	-433.25	13.35%
430.650 · Public Works Hand Tool Purch	214.00	500.00	-286.00	42.8%	0.00	500.00	-500.00	0.0%
430.740 · Public Works Capital Purchases	0.00	0.00	0.00	0.0%	0.00	45,000.00	-45,000.00	0.0%
432.220 · Snow & Ice Rem Oper Supplies	42,650.73	125,000.00	-82,349.27	34.12%	93,798.03	125,000.00	-31,201.97	75.04%
432.375 · Snow & Ice Rem Equipment Maint	5,933.06	8,000.00	-2,066.94	74.16%	6,389.14	8,000.00	-1,610.86	79.86%
432.450 · Snow & Ice Rem Subcontractors	0.00	7,500.00	-7,500.00	0.0%	0.00	15,000.00	-15,000.00	0.0%
433.220 · Traffic Signals & Signs Supply	0.00	3,000.00	-3,000.00	0.0%	299.87	5,000.00	-4,700.13	6.0%
433.360 · Traffic Signals & Signs Utiliti	603.07	4,000.00	-3,396.93	15.08%	662.87	4,000.00	-3,337.13	16.57%
433.450 · Traffic Signals Contracted Srvs	9,331.00	8,000.00	1,331.00	116.64%	945.00	3,500.00	-2,555.00	27.0%
438.220 · Road Maint Supplies	9,874.94	75,000.00	-65,125.06	13.17%	1,400.70	56,250.00	-54,849.30	2.49%
438.610 · Road Maint Capital Construction	0.00	0.00	0.00	0.0%	3,314.40	130,000.00	-126,685.60	2.55%
438.611 · Line Painting	0.00	40,000.00	-40,000.00	0.0%	0.00	35,000.00	-35,000.00	0.0%
438.612 · Crack Sealing	0.00	30,000.00	-30,000.00	0.0%	0.00	0.00	0.00	0.0%
438.613 · Vegetation Control	200.00	20,000.00	-19,800.00	1.0%	0.00	0.00	0.00	0.0%
439.610 · Rd Construct & Rebuild Cap Cons	0.00	0.00	0.00	0.0%	0.00	146,998.00	-146,998.00	0.0%
<b>Total PW-Hwys, Roads &amp; Streets</b>	<b>302,528.26</b>	<b>1,215,906.00</b>	<b>-913,377.74</b>	<b>24.88%</b>	<b>341,933.90</b>	<b>1,468,904.00</b>	<b>-1,126,970.10</b>	<b>23.28%</b>
<b>Culture and Recreation</b>								
454.110 · Park Salary & Wage	0.00	65,729.00	-65,729.00	0.0%	0.00	65,828.00	-65,828.00	0.0%
454.120 · Park OT	0.00	1,500.00	-1,500.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
454.192 · Park SSI	0.00	5,142.00	-5,142.00	0.0%	0.00	5,036.00	-5,036.00	0.0%
454.198 · Park N-U Pension Plan	0.00	2,343.00	-2,343.00	0.0%	0.00	2,352.00	-2,352.00	0.0%
454.220 · Park Operating Supplies	157.50	3,000.00	-2,842.50	5.25%	67.00	2,000.00	-1,933.00	3.35%
454.231 · Park Vehicle Fuel	0.00	1,500.00	-1,500.00	0.0%	0.00	2,500.00	-2,500.00	0.0%
454.260 · Park Minor Equipment	0.00	1,500.00	-1,500.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
454.310 · Park Professional Services	0.00	2,000.00	-2,000.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
454.320 · Park Communications	169.94	800.00	-630.06	21.24%	259.32	800.00	-540.68	32.42%
454.342 · Park Advertising & Printing	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
454.360 · Park Utilities	476.61	2,700.00	-2,223.39	17.65%	116.42	2,700.00	-2,583.58	4.31%
454.373 · Park Repairs & Maintenance	1,294.90	10,000.00	-8,705.10	12.95%	811.00	10,000.00	-9,189.00	8.11%
454.374 · Park Equipment Maintenance	0.00	1,500.00	-1,500.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
454.450 · Park Contracted Services	3,650.00	20,000.00	-16,350.00	18.25%	0.00	1,500.00	-1,500.00	0.0%
454.451 · Vehicle Maintenance	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
454.460 · Park Meetings & Training	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%
454.530 · HJPPOSC	0.00	0.00	0.00	0.0%	12,197.01	65,851.00	-53,653.99	18.52%
454.700 · Capital Outlay	0.00	0.00	0.00	0.0%	0.00	39,000.00	-39,000.00	0.0%
457.540 · Community Day Celebration	0.00	3,000.00	-3,000.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
463.540 · TIF	0.00	178,577.00	-178,577.00	0.0%	0.00	0.00	0.00	0.0%
<b>Total Culture and Recreation</b>	<b>5,748.95</b>	<b>300,291.00</b>	<b>-294,542.05</b>	<b>1.91%</b>	<b>13,450.75</b>	<b>208,567.00</b>	<b>-195,116.25</b>	<b>6.45%</b>
<b>Debt Service</b>								
471.100 · 2008 GON (Cranberry Bridge)	0.00	0.00	0.00	0.0%	4,872.98	9,777.00	-4,904.02	49.84%
471.200 · Series 2006 GON (school)	24,438.94	24,123.00	315.94	101.31%	23,461.10	93,688.00	-70,226.90	25.04%
471.350 · 2011 Case Loader	3,943.62	11,960.00	-8,016.38	32.97%	3,815.10	11,578.00	-7,762.90	32.95%
471.351 · Rogers Trailer	1,872.57	3,641.00	-1,768.43	51.43%	1,736.08	3,505.00	-1,768.92	49.53%
471.352 · 2010 Skid Loader	0.00	0.00	0.00	0.0%	2,946.86	11,822.00	-8,875.14	24.93%



General Fund  
Treasurer's Report  
March 2016

471.352 · 2012 Case Loader	0.00	0.00	0.00	0.0%	22,624.74	45,249.00	-22,624.26	50.0%
472.100 · 2008 GON Interest	0.00	0.00	0.00	0.0%	52.44	74.00	-21.56	70.87%
472.200 · Series 2006 GON Interest	220.13	151.00	69.13	145.78%	1,031.62	2,804.00	-1,772.38	36.79%
472.350 · 2011 Case Loader Interest	113.58	211.00	-97.42	53.83%	242.10	594.00	-351.90	40.76%
472.351 · Rogers Trailer Interest	0.00	105.00	-105.00	0.0%	136.49	240.00	-103.51	56.87%
472.352 · Interest 2010 Skid Loader	0.00	0.00	0.00	0.0%	106.82	354.00	-247.18	30.18%
<b>Total Debt Service</b>	<b>30,588.84</b>	<b>40,191.00</b>	<b>-9,602.16</b>	<b>76.11%</b>	<b>61,026.33</b>	<b>179,685.00</b>	<b>-118,658.67</b>	<b>33.96%</b>
<b>Benefits and Withholding</b>								
483.194 · Employer Pd Unemployment Comp	22,211.06	25,000.00	-2,788.94	88.84%	23,174.37	28,000.00	-4,825.63	82.77%
483.195 · Employer Pd Worker's Comp	53,995.06	121,000.00	-67,004.94	44.62%	49,071.20	115,394.00	-66,322.80	42.53%
483.200 · Federal Healthcare Tax	0.00	130.00	-130.00	0.0%	0.00	180.00	-180.00	0.0%
483.201 · Transitional Reinsurance Fee	0.00	2,874.00	-2,874.00	0.0%	0.00	3,741.00	-3,741.00	0.0%
<b>Total Benefits and Withholding</b>	<b>76,206.12</b>	<b>149,004.00</b>	<b>-72,797.88</b>	<b>51.14%</b>	<b>72,245.57</b>	<b>147,315.00</b>	<b>-75,069.43</b>	<b>49.04%</b>
<b>Insurance</b>								
486.350 · Property & Liability Insurance	92,177.00	91,250.00	927.00	101.02%	87,339.00	86,445.00	894.00	101.03%
486.355 · Professional Bonds	5,550.00	6,425.00	-875.00	86.38%	5,550.01	6,425.00	-874.99	86.38%
<b>Total Insurance</b>	<b>97,727.00</b>	<b>97,675.00</b>	<b>52.00</b>	<b>100.05%</b>	<b>92,889.01</b>	<b>92,870.00</b>	<b>19.01</b>	<b>100.02%</b>
<b>Misc Expenses</b>								
489.100 · Miscellaneous Expenses	15.00	0.00	15.00	100.0%	0	0	0.00	0.0%
<b>Total Misc Expenses</b>	<b>15.00</b>	<b>0.00</b>	<b>15.00</b>	<b>100.0%</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.0%</b>
<b>Interfund Transfers Out</b>								
492.300 · Interfund Transfer to Cap Resv	1,128,094.04	1,128,094.00	0.04	100.0%	24,000.00	54,141.00	-30,141.00	44.33%
492.350 · Interfund Transfer to Liq Fuels	0.00	0.00	0.00	0.0%	2,160.92	0.00	2,160.92	100.0%
<b>Total Interfund Transfers Out</b>	<b>1,128,094.04</b>	<b>1,128,094.00</b>	<b>0.04</b>	<b>100.0%</b>	<b>26,160.92</b>	<b>54,141.00</b>	<b>-27,980.08</b>	<b>48.32%</b>
<b>Other Expenses</b>								
491.000 · Refund of Prior Year Revenues	1,144.94	0.00	1,144.94	100.0%	26,482.69	0.00	26,482.69	100.0%
<b>Total Other Expenses</b>	<b>1,144.94</b>	<b>0.00</b>	<b>1,144.94</b>	<b>100.0%</b>	<b>26,482.69</b>	<b>0.00</b>	<b>26,482.69</b>	<b>100.0%</b>
<b>TOTAL</b>	<b>2,465,649.41</b>	<b>6,869,699.00</b>	<b>-4,404,049.59</b>	<b>35.89%</b>	<b>2,059,981.47</b>	<b>4,588,279.45</b>	<b>-2,528,297.98</b>	<b>44.9%</b>

**General Fund**  
**Balance Sheet Prev Year Comparison**  
As of March 31, 2016

	Mar 31, 16	Mar 31, 15	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
100.000 · General Fund Cash	2,763,303.87	1,671,962.11	1,091,341.76	65.3%
100.001 · Petty Cash	250.00	250.00	0.00	0.0%
102.000 · Operating Reserve Cash	0.00	1,404,847.58	-1,404,847.58	-100.0%
103.001 · Developer\Recreation Cash	106,080.37	101,668.46	4,411.91	4.3%
Total Checking/Savings	2,869,634.24	3,178,728.15	-309,093.91	-9.7%
Other Current Assets				
130.200 · Due from Capital Reserve	2,785.18	0.00	2,785.18	100.0%
130.002 · Due from Debt Fund	0.00	67,682.72	-67,682.72	-100.0%
130.100 · Due from Sewer Operating	1,884.75	1,614.75	270.00	16.7%
130.000 · Due from Ambulance Fund	0.00	7,600.25	-7,600.25	-100.0%
130.001 · Due from Escrow Account	0.00	1,108.11	-1,108.11	-100.0%
Total Other Current Assets	4,669.93	78,005.83	-73,335.90	-94.0%
Total Current Assets	2,874,304.17	3,256,733.98	-382,429.81	-11.7%
Other Assets				
155.100 · Prepaid Insurance	1,168.74	1,168.74	0.00	0.0%
Total Other Assets	1,168.74	1,168.74	0.00	0.0%
<b>TOTAL ASSETS</b>	<b>2,875,472.91</b>	<b>3,257,902.72</b>	<b>-382,429.81</b>	<b>-11.7%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
200.000 · General Fund A/P	2,781.18	1,168.74	1,612.44	138.0%
Total Accounts Payable	2,781.18	1,168.74	1,612.44	138.0%
Other Current Liabilities				
215.200 · POLICE PENSION US BANK	2,599.71	0.00	2,599.71	100.0%
201.100 · Accrued Wages Payable	57,798.01	0.00	57,798.01	100.0%
201.200 · Accrued Taxes Payable	4,465.04	0.00	4,465.04	100.0%
214.000 · Nationwide Supplemental 457	2,480.38	4,661.89	-2,181.51	-46.8%
214.100 · Lincoln Life Supplemental Pensi	150.00	150.00	0.00	0.0%
215.100 · Police Pension BONY Payable	0.00	4,478.02	-4,478.02	-100.0%
218.100 · Non Uniform Union Dues	18.00	0.00	18.00	100.0%
222.000 · Aflac Supplemental Insurance	198.04	0.00	198.04	100.0%
279.999 · Prior period adjustment	-16,472.61	-16,472.61	0.00	0.0%
Total Other Current Liabilities	51,236.57	-7,182.70	58,419.27	813.3%
Total Current Liabilities	54,017.75	-6,013.96	60,031.71	998.2%

**General Fund**  
**Balance Sheet Prev Year Comparison**  
As of March 31, 2016

	Mar 31, 16	Mar 31, 15	\$ Change	% Change
Total Liabilities	54,017.75	-6,013.96	60,031.71	998.2%
Equity				
271.300 · Restricted Emergency Servic	22,768.12	0.00	22,768.12	100.0%
271.100 · Restricted for Park Fund	224,711.66	0.00	224,711.66	100.0%
271.000 · Restricted for Debt Service	36,712.74	0.00	36,712.74	100.0%
279.000 · Fund Balance	3,981,874.31	3,663,633.37	318,240.94	8.7%
Net Income	-1,444,611.67	-399,716.69	-1,044,894.98	-261.4%
Total Equity	2,821,455.16	3,263,916.68	-442,461.52	-13.6%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,875,472.91</b>	<b>3,257,902.72</b>	<b>-382,429.81</b>	<b>-11.7%</b>

Capital Reserve Fund  
Treasurer's Report  
March 2016

	2016			
	Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>341.010 · Interest on Investments</b>	293.77	0.00	293.77	100.0%
<b>392.100 · Transfer from General Fund</b>	1,128,094.04	1,128,094.00	0.04	100.0%
<b>Total Income</b>	<b>1,128,387.81</b>	<b>1,128,094.00</b>	<b>293.81</b>	<b>100.03%</b>



Capital Reserve Fund  
Treasurer's Report  
March 2016

	Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
<b>409.373 · Municipal Building Facilities</b>	5,004.00	170,000.00	-164,996.00	2.94%
<b>410.373 · Police Facilities</b>	0.00	25,000.00	-25,000.00	0.0%
<b>410.740 · Police - Vehicles</b>	0.00	51,948.00	-51,948.00	0.0%
<b>430.373 · Public Works Facilities</b>	6,350.00	80,000.00	-73,650.00	7.94%
<b>430.740 · Public Works - Vehicles</b>	0.00	192,000.00	-192,000.00	0.0%
<b>438.610 · Maintenance and Repairs of Roads</b>	0.00	573,646.00	-573,646.00	0.0%
<b>454.373 · Park Facilities</b>	0.00	35,500.00	-35,500.00	0.0%
<b>Total Expense</b>	<b>11,354.00</b>	<b>1,128,094.00</b>	<b>-1,116,740.00</b>	<b>1.01%</b>

Sewer Construction Fund  
Treasurer's Report  
March 2016

	2016				2015			
	Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget	Jan 1 - Mar 31, 2015	Budget	\$ Over Budget	% of Budget
Income								
341.010 · Interest on Investments	1,600.84	2,000.00	-399.16	80.04%	1,065.39	2,000.00	-934.61	53.27%
354.161 · Pennvest Grant	40,431.52	1,343,947.00	-1,303,515.48	3.01%	0.00	1,549,340.00	-1,549,340.00	0.0%
354.163 · H2O Grant	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
392.000 · Transfer from Operations	2,780,001.00	2,780,001.00	0.00	100.0%	0.00	0.00	0.00	0.0%
392.900 · Use of Fund Balance	0.00	0.00	0.00	0.0%	0.00	262,479.00	-262,479.00	0.0%
393.100 · ERZB GSRB - ESSA	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
393.130 · Pennvest Loans	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
393.140 · LT Debt - First Keystone	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
393.143 · Proceeds of Refinance 7.5M	0.00	0.00	0.00	0.0%	0.00	4,500,000.00	-4,500,000.00	0.0%
393.142 · LOC - Wayne	0.00	0.00	0.00	0.0%	0.00	1,091,181.00	-1,091,181.00	0.0%
393.145 · Proceeds of ESSA 4.5	0.00	0.00	0.00	0.0%	4,350,000.00	0.00	4,350,000.00	100.0%
394.100 · Short Term Loans	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
395.000 · Refund of Prior Year Expenses	0.00	0.00	0.00	0.0%	267.50	0.00	267.50	100.0%
Total Income	2,822,033.36	4,125,948.00	-1,303,914.64	68.4%	4,351,332.89	7,405,000.00	-3,053,667.11	58.76%

Sewer Construction Fund  
Treasurer's Report  
March 2016

	Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget	Jan 1 - Mar 31, 2015	Budget	\$ Over Budget	% of Budget
Expense								
404.310 · Professional Services	0.00	5,000.00	-5,000.00	0.0%	14,660.54	5,000.00	9,660.54	293.21%
408.315 · Engineering - Collection System	61,149.29	158,448.00	-97,298.71	38.59%	21,276.22	25,000.00	-3,723.78	85.11%
429.341 · Advertising	0.00	0.00	0.00	0.0%	164.60	0.00	164.60	100.0%
429.602 · Collection System Construction	1,827,900.00	3,962,500.00	-2,134,600.00	46.13%	0.00	2,875,000.00	-2,875,000.00	0.0%
429.620 · Engineering Fees Phs II	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
429.643 · Contractor Fee Phs III	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
471.000 · Debt Principal	0.00	0.00	0.00	0.0%	4,297,036.03	4,500,000.00	-202,963.97	95.49%
475.000 · Fiscal Agent Fees	0.00	0.00	0.00	0.0%	52,738.49	0.00	52,738.49	100.0%
489.000 · Bank Fees	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	1,889,049.29	4,125,948.00	-2,236,898.71	45.79%	4,385,875.88	7,405,000.00	-3,019,124.12	59.23%

Sewer Operating Fund  
Treasurer's Report  
March 2016

	2016				2015			
	Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget	Jan 1 - Mar 31, 2015	Budget	\$ Over Budget	% of Budget
Income								
341.010 · Interest on Investments	4,713.79	15,000.00	-10,286.21	31.43%	4,082.92	0.00	4,082.92	100.0%
354.030 · Reimburse from State 611 Proj	0.00	122,261.00	-122,261.00	0.0%	0.00	0.00	0.00	0.0%
364.110 · Connection/Tapping Fees	20,000.00	930,000.00	-910,000.00	2.15%	17,500.00	4,463,750.00	-4,446,250.00	0.39%
364.120 · Sewer Use Fees	549,099.04	3,375,840.00	-2,826,740.96	16.27%	433,522.66	3,946,667.00	-3,513,144.34	10.99%
392.900 · Use of Fund Balance	0.00	5,614,071.00	-5,614,071.00	0.0%	0.00	0.00	0.00	0.0%
392.900 · Refund of Prior Year Expenditures	65.00	0.00	65.00	100.0%	0.00	0.00	0.00	0.0%
Total Income	573,877.83	10,057,172.00	-9,483,294.17	5.71%	455,105.58	8,410,417.00	-7,955,311.42	5.41%



Sewer Operating Fund  
Treasurer's Report  
March 2016

	2016				2015			
	Jan 1 - Mar 31, 2016	Budget	\$ Over Budget	% of Budget	Jan 1 - Mar 31, 2015	Budget	\$ Over Budget	% of Budget
Expense								
429.100 · Utilities	6,363.06	79,600.00	-73,236.94	7.99%	11,225.09	77,600.00	-66,374.91	14.47%
429.110 · Public Works Dir Salary	9,000.00	39,000.00	-30,000.00	23.08%	1,650.00	42,500.00	-40,850.00	3.88%
429.192 · Social Security	688.50	2,984.00	-2,295.50	23.07%	126.23	2,678.00	-2,551.77	4.71%
429.197 · Non Uniform Pension Plan	810.00	3,510.00	-2,700.00	23.08%	0.00	3,150.00	-3,150.00	0.0%
429.200 · BCRA Sewage Treatment	256,019.84	1,022,220.00	-766,200.16	25.05%	256,626.44	1,104,756.00	-848,129.56	23.23%
429.231 · Collection System Costs	0.00	0.00	0.00	0.0%	231.47	0.00	231.47	100.0%
429.244 · Operating Supplies	11,100.41	50,000.00	-38,899.59	22.2%	6,131.04	43,000.00	-36,868.96	14.26%
429.300 · Professional Services	39,922.94	193,000.00	-153,077.06	20.69%	42,835.63	277,000.00	-234,164.37	15.46%
429.374 · Equipment Repair & Maintenance	10,755.21	60,000.00	-49,244.79	17.93%	300.00	2,500.00	-2,200.00	12.0%
429.375 · Reimbursements - P Traps	1,000.00	0.00	1,000.00	100.0%	0.00	0.00	0.00	0.0%
429.610 · Improvements - 611 Project	0.00	163,015.00	-163,015.00	0.0%	0.00	163,015.00	-163,015.00	0.0%
471.000 · Debt Principal - Long and Short	95,403.50	4,941,983.00	-4,846,579.50	1.93%	94,454.61	1,876,039.00	-1,781,584.39	5.04%
472.000 · Debt Interest - Long and Short	39,540.60	721,859.00	-682,318.40	5.48%	40,040.07	960,771.00	-920,730.93	4.17%
491.000 · Transfer to Sewer Construction	0.00	0.00	0.00	0.0%	35,000.00	0.00	35,000.00	100.0%
492.100 · Transfer to Sewer Construction	2,780,001.00	2,780,001.00	0.00	100.0%	0.00	3,857,408.00	-3,857,408.00	0.0%
Total Expense	3,250,605.06	10,057,172.00	-6,806,566.94	32.32%	488,620.58	8,410,417.00	-7,921,796.42	5.81%

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION GRANTING CONDITIONAL  
APPROVAL OF THE JIMMY SCHLIER MOTORCYCLE DEALERSHIP  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN**

**WHEREAS**, the applicant, Jimmy Schlier, submitted a plan application titled “Jimmy Schlier Motorcycle Dealership” (the “Plan”). The applicant proposes the development of a motorcycle sales and service facility. The parcel is owned by Jimmy A. Schlier and is known as Monroe County Tax ID No. 12/8/2/23, PIN No. 12637201178772; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letters dated March 24, 2016 and April 21, 2016; and

**WHEREAS**, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on and April 25, 2016; and

**WHEREAS**, the Pocono Township Board of Commissioners desires to take final action on this Plan.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requirement of the Subdivision and Land Development Ordinance is hereby deferred:

1. SALDO Section 3.608: Sidewalk installation within the street right-of-way.

That the following requests for modification from Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Sections 2.106 and 2.200: The initial plan submitted to the Commission for review shall be considered the Official Preliminary Plan. *The applicant shall be permitted to submit a preliminary/final land development plan.*
2. SALDO Section 2.302.D.15: Community Impact Analysis. *The applicant shall not be required to submit a community impact analysis on condition that all of the information related to the environmental analysis is provided.*
3. SALDO Section 3.207.B: Drainage Easements. *The applicant shall not be required to a ten (10) foot easement along the east side of the property or along the property frontage, conditioned upon the applicant working with the Township Engineer to provide an easement for Hill Motor Lodge Road.*
4. SALDO Section 3.208.H: Right of Way. *The applicant shall not be required to dedicate*

*additional right-of-way along Hill Motor Lodge Road.*

5. SALDO Section 3.307: All Subdivisions and Land Developments containing...twenty thousand (20,000) or greater square feet of gross floor area, shall be provided with at least two (2) separate and distinct means of access to the Subdivision or Land Development. *The applicant shall be permitted to provide one point of access to Hill Motor Lodge Road conditioned upon the applicant providing a copy of the Fire Chief's review letter.*
6. SALDO Section 3.612: Landscaping. *The applicant shall not be required to plant street trees.*

That the "Jimmy Schlier Motorcycle Dealership" as shown on the plan prepared by Benchmark Civil Engineering Services, Inc., dated November 23, 2015, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer's letter dated April 21, 2016.
2. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
3. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
4. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.
5. The applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
6. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
7. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.
8. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
9. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Pamela Finkbeiner  
Title: Secretary

By: \_\_\_\_\_  
Print Name: Thomas Felver  
Title: President



**POCONO TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2016 -**

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA, AMENDING POCONO TOWNSHIP ORDINANCE NO. 110, KNOWN AS THE "POCONO TOWNSHIP ZONING ORDINANCE" TO REVISE THE TOWNSHIP ZONING MAP AND REZONE A PORTION OF THE TOWNSHIP FROM RESIDENTIAL (R1) TO INDUSTRIAL (I).**

**BE IT ENACTED AND ORDAINED**, by the Pocono Township Board of Commissioners, Pocono Township, Monroe County, Pennsylvania, and it is hereby **ENACTED AND ORDAINED** by virtue of the activity of the General Assembly of the Commonwealth of Pennsylvania known as the "First Class Township Code, as amended", as follows:

**WHEREAS**, it is the desire of the Pocono Township Board of Commissioners, as the result of a request by Sanofi Pasteur, Inc., to amend Pocono Township Ordinance No. 110, to rezone those portions of certain property known as PIN Number 12637401177161 (Tax Code No. 12/5/1/6) and PIN Number 12637401265585 (Tax Code No. 12/5/1/5), located in Pocono Township, Monroe County, Pennsylvania, currently titled in the name of Sanofi Pasteur, Inc., a Delaware corporation, from Residential (R1) to Industrial (I), and to revise the Township Zoning Map to reflect the zone change.

**NOW THEREFORE**, be it ordained and enacted by the Pocono Township Board of Commissioners, Pocono Township, Monroe County, Pennsylvania, and it is hereby ordained and enacted by the authority of the same, the following amendments to Pocono Ordinance No. 110:

**SECTION I.**

The zoning classification of those portions of certain property known as PIN Number 12637401177161 (Tax Code No. 12/5/1/6) and PIN Number 12637401265585 (Tax Code No. 12/5/1/5), located in Pocono Township, Monroe County, Pennsylvania, currently titled in the name of Sanofi Pasteur, Inc., a Delaware corporation, consisting of an area of approximately 23.9 acres, is hereby changed from Residential (RI) to Industrial (I).

**SECTION II.**

A Zoning Exhibit Plan identifying the property to be rezoned is attached hereto as Exhibit "A" and incorporated herein by reference. The Pocono Township Zoning Map is hereby revised to reflect this change of zoning classification, and the same shall be noted by the Pocono Township Zoning Officer on the Official Pocono Township Zoning Map on file in the Pocono Township municipal offices.

**SECTION III.**

Except as amended hereby, all provisions of Pocono Township Ordinance No. 110, as previously amended, shall remain in full force and effect.

**SECTION IV.**

Any existing ordinances or parts of ordinances in conflict with this Ordinance, to the extent of such conflict and no further, are hereby repealed.

**SECTION VI.**

This Ordinance shall become effective five (5) days after enactment.

**ENACTED AND ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

**ATTEST:**

**POCONO TOWNSHIP BOARD OF  
COMMISSIONERS**

\_\_\_\_\_  
**PAMELA FINKBEINER**  
Township Secretary

\_\_\_\_\_  
**THOMAS FELVER**  
President, Board of Commissioners



**TOWNSHIP OF POCONO, MONROE COUNTY,  
PENNSYLVANIA**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION CHANGING BANK SIGNATORIES**

**WHEREAS**, the Board of Commissioners desires to change the people authorized to sign financial documents to reflect the recent election; and

**WHEREAS**, Judi Coover, Robert DeYoung, Thomas Felver, Gerald Lastowski, Harold Werkheiser, Pam Finkbeiner, and Regina Zuvich shall be the only people authorized to sign such documents; and

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that Judi Coover, Robert DeYoung, Thomas Felver, Gerald Lastowski, Harold Werkheiser, Pam Finkbeiner, and Regina Zuvich be designated as the only authorized signers on all bank accounts and that the Treasurer is authorized to take the necessary steps to implement this decision.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 2<sup>nd</sup> day of May, 2016.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Pamela Finkbeiner  
Title: Secretary

By: \_\_\_\_\_  
Print Name: Tom Felver  
Title: President

TOWNSHIP OF POCONO,  
MONROE COUNTY, PENNSYLVANIA  
RESOLUTION NO. \_\_\_\_\_  
A RESOLUTION ESTABLISHING COMPENSATION FOR  
INTERIM TOWNSHIP MANAGER OF  
THE POCONO TOWNSHIP

WHEREAS, the Board of Commissioners has voted to appoint Pam Finkbeiner, township secretary, as the interim township manager for an undetermined period of time,

WHEREAS, the Board of Commissioners desires to set forth the compensation for the interim manager,

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the compensation to be paid to Pam Finkbeiner for the duties assigned to the interim manager shall be as follows:

- (1) The amount of \$2,500 per month for each month, to be prorated for the period of time as interim manager, and
- (2) Two (2) training days for township operations/administration training event.

All compensation for performing interim manager duties is over and above the compensation for township secretary duties.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 2nd<sup>th</sup> day of May, 2016.

ATTEST:

Township of Pocono Board of Commissioners

By: \_\_\_\_\_  
Print Name: Pamela Finkbeiner  
Title: Secretary

By: \_\_\_\_\_  
Print Name: Tom Felver  
Title: President