

**TREASURER'S REPORT  
AND OTHER MONTHLY REPORTS**

**NOVEMBER 2019**

1. Treasurer's Report
  2. Planning & Parks Report
  3. Permit Activity Report
  4. Public Works Department Report
  5. Fire Marshal Report
  6. Township Engineer Report
  7. Worcester Volunteer Fire Department Report
  8. Pennsylvania State Police Report
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TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account Range: First to Last  
 Expend Account Range: First to Last  
 Print Zero YTD Activity: No

Year To Date As Of: 11/30/19  
 Current Period: 11/01/19 to 11/30/19  
 Prior Year As Of: 11/30/19

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
001-301-100-000	Property Taxes- Current	46,847.69	46,480.00	176.61	45,566.16	0.00	913.84-	98
001-301-500-000	Property Taxes- Liened	680.63	500.00	4.18	486.80	0.00	13.20-	97
001-301-600-000	Property Taxes- Interim	153.66	250.00	1.66-	806.12	0.00	556.12	322
	Segment 3 Total	47,681.98	47,230.00	179.13	46,859.08	0.00	370.92-	99
001-310-010-000	Per Capita Taxes- Current	5,447.77	5,100.00	175.80	5,528.15	0.00	428.15	108
001-310-030-000	Per Capita Taxes- Delinquent	980.28	945.00	150.57	1,194.27	0.00	249.27	126
001-310-100-000	Real Estate Transfer Taxes	448,066.94	275,000.00	25,920.18	286,016.37	0.00	11,016.37	104
001-310-210-000	Earned Income Taxes	2,600,946.15	2,550,000.00	410,590.04	2,060,715.68	0.00	489,284.32-	81
001-310-220-000	Earned Income Taxes- Prior Year	0.00	100.00	0.00	0.00	0.00	100.00-	0
	Segment 3 Total	3,055,441.14	2,831,145.00	436,836.59	2,353,454.47	0.00	477,690.53-	83
001-321-800-000	Franchise Fees	227,243.79	228,000.00	55,365.84	167,647.40	0.00	60,352.60-	74
	Segment 3 Total	227,243.79	228,000.00	55,365.84	167,647.40	0.00	60,352.60-	74
001-322-820-000	Road Opening Permits	250.00	300.00	95.00	835.00	0.00	535.00	278
001-322-900-000	Sign Permits	315.00	125.00	50.00	210.00	0.00	85.00	168
001-322-910-000	Yard Sale Permits	65.00	50.00	0.00	135.00	0.00	85.00	270
001-322-920-000	Solicitation Permits	750.00	250.00	0.00	510.00	0.00	260.00	204
	Segment 3 Total	1,380.00	725.00	145.00	1,690.00	0.00	965.00	233
001-331-120-000	Ordinance Violations	4,319.89	2,900.00	56.45	1,912.02	0.00	987.98-	66
	Segment 3 Total	4,319.89	2,900.00	56.45	1,912.02	0.00	987.98-	66
001-341-000-000	Interest Earnings	7,692.74	720.00	126.19	916.18	0.00	196.18	127
	Segment 3 Total	7,692.74	720.00	126.19	916.18	0.00	196.18	127
001-342-000-000	Rents & Royalties	18,670.26	19,474.73	1,529.55	17,715.10	0.00	1,759.63-	91
001-342-120-000	Cell Tower Rental	161,124.36	154,374.48	20,485.96	165,574.70	0.00	11,200.22	107

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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
	Segment 3 Total	179,794.62	173,849.21	22,015.51	183,289.80	0.00	9,440.59	105
001-355-010-000	Public Utility Realty Tax	2,592.76	2,592.76	0.00	2,333.59	0.00	259.17-	90
001-355-040-000	Alcohol License Fees	800.00	600.00	0.00	800.00	0.00	200.00	133
001-355-050-000	General Municipal Pension State Aid	54,656.27	51,528.27	0.00	51,204.99	0.00	323.28-	99
001-355-070-000	Volunteer Fire Relief Association	85,932.76	85,932.76	0.00	92,384.65	0.00	6,451.89	108
	Segment 3 Total	143,981.79	140,653.79	0.00	146,723.23	0.00	6,069.44	104
001-361-300-000	Land Development Fees	4,250.00	3,000.00	0.00	2,000.00	0.00	1,000.00-	67
001-361-330-000	Conditional Use Fees	0.00	1,350.00	0.00	1,600.00	0.00	250.00	119
001-361-340-000	Zoning Hearing Board Fees	10,700.00	13,300.00	700.00	10,450.00	0.00	2,850.00-	79
001-361-500-000	Map And Publication Sales	6.00	5.00	0.00	0.00	0.00	5.00-	0
	Segment 3 Total	14,956.00	17,655.00	700.00	14,050.00	0.00	3,605.00-	80
001-362-410-000	Building Permit Fees	150,791.00	80,000.00	10,403.30	108,967.47	0.00	28,967.47	136
001-362-420-000	Zoning Permit Fees	20,090.00	11,100.00	2,165.00	18,261.25	0.00	7,161.25	165
001-362-450-000	Commercial U&O Fees	0.00	380.00	0.00	0.00	0.00	380.00-	0
001-362-460-000	Driveway Permit Fees	225.00	180.00	20.00	280.00	0.00	100.00	156
	Segment 3 Total	171,106.00	91,660.00	12,588.30	127,508.72	0.00	35,848.72	139
001-367-342-000	Park Cell Tower Rental	4,590.94	0.00	0.00	0.00	0.00	0.00	0
001-367-400-000	PRPS Ticket Sales	2,444.08	4,500.00	28.50	3,583.75	0.00	916.25-	80
001-367-408-000	Sports & Lesson Fees	3,577.00	6,150.00	20.00	5,238.50	0.00	911.50-	85
001-367-420-000	Park Miscellaneous	19,092.43	15,050.00	0.00	19,667.88	0.00	4,617.88	131
	Segment 3 Total	29,704.45	25,700.00	48.50	28,490.13	0.00	2,790.13	111
001-381-000-000	Miscellaneous Income	6,944.38	500.00	47.00	5,664.73	0.00	5,164.73	***
001-381-001-000	Service Charge Fees	296.50	300.00	6.99	186.20	0.00	113.80-	62
	Segment 3 Total	7,240.88	800.00	53.99	5,850.93	0.00	5,050.93	731
001-383-200-000	Escrow Administration	610.00	500.00	420.00	1,575.00	0.00	1,075.00	315
	Segment 3 Total	610.00	500.00	420.00	1,575.00	0.00	1,075.00	315
	Fund 001 Revenue Total	3,891,153.28	3,561,538.00	528,535.50	3,079,966.96	0.00	481,571.04-	86

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-400-000-000	LEGISLATIVE BODY:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-400-110-000	Legislative- Payroll	7,500.00	7,500.00	630.00	6,930.00	0.00	570.00	92
001-400-150-000	Legislative- Benefits	52,470.96	54,944.82	4,369.51	47,920.25	0.00	7,024.57	87
001-400-312-000	Legislative- Consultant Services	25,670.50	27,496.00	0.00	24,897.00	0.00	2,599.00	91
001-400-337-000	Legislative- Mileage Reimbursement	209.28	400.00	0.00	0.00	0.00	400.00	0
001-400-420-000	Legislative- Dues & Subscriptions	2,604.00	4,125.00	225.00	1,923.00	0.00	2,202.00	47
001-400-460-000	Legislative- Meetings & Seminars	4,199.02	4,700.00	0.00	3,546.74	0.00	1,153.26	75
Segment 3 Total		92,653.76	99,165.82	5,224.51	85,216.99	0.00	13,948.83	86
001-401-000-000	MANAGER:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-401-120-000	Management- Payroll	135,727.88	136,356.39	10,488.92	120,570.60	0.00	15,785.79	88
001-401-150-000	Management- Benefits	52,888.43	55,942.56	4,340.62	51,032.30	0.00	4,910.26	91
001-401-312-000	Management- Consultant Services	3,550.00	5,000.00	0.00	3,165.00	0.00	1,835.00	63
001-401-321-000	Management- Mobile Phone	600.00	600.00	50.00	550.00	0.00	50.00	92
001-401-337-000	Management- Mileage Reimbursement	4,800.00	4,800.00	400.00	4,400.00	0.00	400.00	92
001-401-460-000	Management- Meetings & Seminars	769.30	2,175.00	196.49	571.81	0.00	1,603.19	26
Segment 3 Total		198,335.61	204,873.95	15,476.03	180,289.71	0.00	24,584.24	88
001-402-000-000	FINANCIAL ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-402-120-000	Finance- Payroll	68,515.12	70,163.60	5,436.54	45,534.12	0.00	24,629.48	65
001-402-150-000	Finance- Benefits	28,566.10	25,546.29	1,536.54	25,051.17	0.00	495.12	98
001-402-321-000	Finance- Mobile Phone	300.00	300.00	25.00	175.00	0.00	125.00	58
001-402-337-000	Finance- Mileage Reimbursement	121.76	300.00	0.00	82.88	0.00	217.12	28
001-402-460-000	Finance- Meeting & Seminars	90.50	750.00	0.00	195.00	0.00	555.00	26
Segment 3 Total		97,593.48	97,059.89	6,998.08	71,038.17	0.00	26,021.72	73
001-403-000-000	TAX COLLECTION:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-403-110-000	Tax Collection- Payroll	2,326.38	2,361.50	0.00	2,340.37	0.00	21.13	99
001-403-150-000	Tax Collection- Benefits	177.97	180.89	0.00	179.05	0.00	1.84	99
001-403-210-000	Tax Collection- Office Supplies	1,787.86	4,740.00	0.00	4,423.67	0.00	316.33	93
001-403-310-000	Tax Collection- Professional Services	30,234.99	30,601.20	5,182.04	30,160.42	0.00	440.78	99
Segment 3 Total		34,527.20	37,883.59	5,182.04	37,103.51	0.00	780.08	98
001-404-000-000	LEGAL SERVICES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-404-310-000	Legal- General Services	62,037.92	69,000.00	2,297.75	39,315.48	0.00	29,684.52	57

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-404-320-000	Legal- RTK Services	5,363.50	6,000.00	90.00	13,447.85	0.00	7,447.85-	224
	Segment 3 Total	67,401.42	75,000.00	2,387.75	52,763.33	0.00	22,236.67	70
001-405-000-000	CLERICAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-405-140-000	Clerical- Payroll	71,394.15	88,798.88	7,617.88	79,273.04	0.00	9,525.84	89
001-405-150-000	Clerical- Benefits	42,643.91	46,459.23	4,159.97	50,083.80	0.00	3,624.57-	108
001-405-210-000	Clerical- Office Supplies	5,464.20	6,000.00	328.43	4,312.71	0.00	1,687.29	72
001-405-310-000	Payroll Services	15,156.44	14,850.00	1,203.85	14,293.73	0.00	556.27	96
001-405-321-000	Clerical- Telephone	3,507.23	4,305.00	244.82	2,840.57	0.00	1,464.43	66
001-405-325-000	Postage	3,986.62	4,370.00	394.07	3,733.69	0.00	636.31	85
001-405-337-000	Clerical- Mileage Reimbursement	217.57	240.00	0.00	278.63	0.00	38.63-	116
001-405-340-000	Clerical- Advertisement	4,123.33	8,100.00	308.02	5,028.37	0.00	3,071.63	62
001-405-460-000	Clerical- Meetings & Seminars	205.20	1,690.00	96.00	362.10	0.00	1,327.90	21
001-405-465-000	Computer Expense	31,803.36	41,917.00	3,058.10	33,905.74	0.00	8,011.26	81
001-405-470-000	Clerical- Other Expense	6,737.81	7,704.00	572.86	4,236.97	0.00	3,467.03	55
	Segment 3 Total	185,239.82	224,434.11	17,984.00	198,349.35	0.00	26,084.76	88
001-408-000-000	ENGINEERING SERVICES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-408-310-000	Engineering Services	19,921.05	37,000.00	1,651.58	13,014.31	0.00	23,985.69	35
	Segment 3 Total	19,921.05	37,000.00	1,651.58	13,014.31	0.00	23,985.69	35
001-409-000-000	GOVERNMENT BUILDINGS & PLANT:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-409-136-000	Administration- Utilities	8,542.65	10,212.00	735.58	6,014.80	0.00	4,197.20	59
001-409-137-000	Administration- Maintenance & Repairs	14,044.52	16,296.00	714.28	11,476.32	0.00	4,819.68	70
001-409-142-000	Administration- Alarm Service	2,611.25	3,636.00	187.82	2,464.17	0.00	1,171.83	68
001-409-147-000	Administration- Other Expenses	1,508.43	2,460.00	276.09	520.27	0.00	1,939.73	21
001-409-236-000	Garage- Utilities	13,711.62	14,592.00	548.91	9,539.58	0.00	5,052.42	65
001-409-237-000	Garage- Maintenance & Repairs	7,132.70	9,624.00	746.69	7,660.42	0.00	1,963.58	80
001-409-242-000	Garage- Alarm Service	1,069.25	1,608.00	60.00	1,122.96	0.00	485.04	70
001-409-247-000	Garage- Other Expenses	1,102.89	1,440.00	157.10	528.61	0.00	911.39	37
001-409-436-000	Community Hall- Utilities	4,483.81	4,500.00	731.18	4,479.02	0.00	20.98	100
001-409-437-000	Community Hall- Maintenance & Repairs	4,576.35	5,112.00	262.10	3,618.05	0.00	1,493.95	71
001-409-447-000	Community Hall- Other Expenses	482.13	600.00	0.00	245.30	0.00	354.70	41
001-409-536-000	Historical Bldg- Utilities	4,258.81	4,183.00	775.91	2,166.78	0.00	2,016.22	52
001-409-537-000	Historical Bldg- Maintenance & Repairs	297.00	1,932.00	0.00	297.00	0.00	1,635.00	15
001-409-636-000	Hollow Rd Rental- Utilities	0.00	250.00	0.00	0.00	0.00	250.00	0
001-409-637-000	Hollow Rd Rental- Maintenance & Repairs	1,356.20	4,032.00	255.26	1,381.46	0.00	2,650.54	34

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-409-737-000	Springhouse- Maintenance & Repairs	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
	Segment 3 Total	65,177.61	81,477.00	5,450.92	51,514.74	0.00	29,962.26	63
001-411-000-000	FIRE:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-411-380-000	Fire Protection- Hydrant Rentals	54,549.35	26,667.00	809.44	6,745.92-	0.00	33,412.92	25-
001-411-540-000	Fire Protection- WFD Contributions	306,757.76	339,347.76	0.00	337,099.65	0.00	2,248.11	99
	Segment 3 Total	361,307.11	366,014.76	809.44	330,353.73	0.00	35,661.03	90
001-413-000-000	UCC & CODE ENFORCEMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-413-110-000	Fire Marshal- Payroll	6,777.78	11,338.65	492.47	6,198.85	0.00	5,139.80	55
001-413-110-150	Fire Marshal- Benefits	811.34	1,384.54	62.80	809.79	0.00	574.75	58
001-413-140-000	Code Enforcement- Payroll	41,591.13	41,907.61	3,199.69	38,070.65	0.00	3,836.96	91
001-413-150-000	Code Enforcement- Benefits	19,122.65	16,357.59	910.26	13,963.31	0.00	2,394.28	85
001-413-210-000	Code Enforcement- Supplies	1,817.74	17,655.00	0.00	11,649.61	0.00	6,005.39	66
001-413-312-000	Code Enforcement- Consultant Services	41,282.00	80,356.64	4,352.00	39,424.00	0.00	40,932.64	49
001-413-321-000	Code Enforcement- Mobile Phone	651.12	780.00	54.05	539.82	0.00	240.18	69
001-413-337-000	Code Enforcement- Mileage Reimbursement	1,333.10	1,440.00	213.44	1,054.44	0.00	385.56	73
001-413-460-000	Code Enforcement- Meetings & Seminars	343.00	1,300.00	91.00	281.00	0.00	1,019.00	22
	Segment 3 Total	113,729.86	172,520.03	9,375.71	111,991.47	0.00	60,528.56	65
001-414-000-000	PLANNING & ZONING:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-414-140-000	Zoning- Payroll	1,350.00	2,400.00	0.00	1,550.00	0.00	850.00	65
001-414-150-000	Zoning- Benefits	103.37	183.84	0.00	118.73	0.00	65.11	65
001-414-310-000	Zoning- Professional Services	2,053.00	4,400.00	0.00	4,717.00	0.00	317.00-	107
001-414-313-000	Zoning- Engineering	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0
001-414-314-000	Zoning- Legal	22,408.18	24,000.00	1,040.00	14,400.00	0.00	9,600.00	60
001-414-315-000	Zoning- Conditional Use	0.00	2,200.00	0.00	3,996.71	0.00	1,796.71-	182
001-414-341-000	Zoning- Advertisement	2,567.40	4,250.00	0.00	2,202.98	0.00	2,047.02	52
001-414-460-000	Zoning- Meetings & Seminars	0.00	200.00	0.00	0.00	0.00	200.00	0
	Segment 3 Total	28,481.95	39,133.84	1,040.00	26,985.42	0.00	12,148.42	69
001-419-000-000	OTHER PUBLIC SAFETY:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-419-242-000	PA One Call	1,814.50	2,700.00	158.07	495.31	0.00	2,204.69	18
	Segment 3 Total	1,814.50	2,700.00	158.07	495.31	0.00	2,204.69	18

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-430-000-000	PUBLIC WORKS - ADMIN:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-430-140-000	Public Works- Payroll	374,412.77	399,650.92	28,116.05	325,461.82	0.00	74,189.10	81
001-430-150-000	Public Works- Benefits	214,352.74	236,428.18	16,573.72	219,383.60	0.00	17,044.58	93
001-430-238-000	Public Works- Uniforms	8,395.26	10,052.00	1,623.84	6,768.43	0.00	3,283.57	67
001-430-326-000	Public Works- Mobile phones	1,521.94	1,500.00	117.33	1,201.54	0.00	298.46	80
001-430-460-000	Public Works- Meetings & Seminars	174.15	1,925.00	120.00	179.00	0.00	1,746.00	9
001-430-470-000	Public Works- Other Expenses	671.53	2,065.00	0.00	595.00	0.00	1,470.00	29
	Segment 3 Total	599,528.39	651,621.10	46,550.94	553,589.39	0.00	98,031.71	85
001-432-000-000	WINTER MAINTENANCE- SNOW REMOVAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-432-200-000	Snow Removal- Materials	39,940.34	30,887.50	0.00	32,626.13	0.00	1,738.63	106
001-432-450-000	Snow Removal- Contractor	8,201.00	12,000.00	0.00	1,416.00	0.00	10,584.00	12
	Segment 3 Total	48,141.34	42,887.50	0.00	34,042.13	0.00	8,845.37	79
001-433-000-000	TRAFFIC CONTROL DEVICES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-433-313-000	Traffic Signal- Engineering	1,222.50	6,500.00	0.00	1,210.52	0.00	5,289.48	19
001-433-361-000	Traffic Signal- Electricity	3,209.62	3,480.00	279.19	2,790.98	0.00	689.02	80
001-433-374-000	Traffic Signal- Maintenance	12,370.52	12,600.00	210.00	1,904.75	0.00	10,695.25	15
	Segment 3 Total	16,802.64	22,580.00	489.19	5,906.25	0.00	16,673.75	26
001-437-000-000	REPAIRS OF TOOLS AND MACHINERY:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-437-250-000	Machinery & Tools- Vehicle Maintenance	76,776.06	83,064.00	4,628.43	32,390.72	0.00	50,673.28	39
001-437-260-000	Machinery & Tools- Small Tools	6,709.60	9,000.00	135.72	2,975.96	0.00	6,024.04	33
001-437-370-000	Machinery & Tools- Small Tool Repairs	40.28	0.00	0.00	0.00	0.00	0.00	0
	Segment 3 Total	83,525.94	92,064.00	4,764.15	35,366.68	0.00	56,697.32	38
001-438-000-000	ROADS & BRIDGES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-438-231-000	Gasoline	5,168.59	5,050.00	155.38	3,336.37	0.00	1,713.63	66
001-438-232-000	Diesel Fuel	21,606.30	24,541.52	1,181.07	17,608.45	0.00	6,933.07	72
001-438-242-000	Road Signs	2,595.01	3,000.00	299.21	1,351.33	0.00	1,648.67	45
001-438-245-000	Road Supplies	15,247.55	39,000.00	817.88	6,370.04	0.00	32,629.96	16
001-438-313-000	Engineering	52,644.29	26,900.00	0.00	20,365.47	0.00	6,534.53	76
001-438-370-000	Road Program- Contractor	7,557.50	15,300.00	5,680.00	9,367.50	0.00	5,932.50	61
	Segment 3 Total	104,819.24	113,791.52	8,133.54	58,399.16	0.00	55,392.36	51

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-446-000-000	STORM WATER MANAGEMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-446-313-000	Stormwater Management- Engineering	5,426.09	56,400.00	906.00	17,241.27	0.00	39,158.73	31
	Segment 3 Total	5,426.09	56,400.00	906.00	17,241.27	0.00	39,158.73	31
001-451-000-000	RECREATION- ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-451-140-000	Recreation- Payroll	15,779.66	24,771.50	1,543.86	16,291.54	0.00	8,479.96	66
001-451-150-000	Recreation- Benefits	1,792.51	2,413.50	118.10	1,795.92	0.00	617.58	74
001-451-337-000	Recreation- Mileage Reimbursement	56.46	250.00	0.00	0.00	0.00	250.00	0
001-451-460-000	Recreation- Meetings & Seminars	190.50	900.00	50.00	100.00	0.00	800.00	11
	Segment 3 Total	17,819.13	28,335.00	1,711.96	18,187.46	0.00	10,147.54	64
001-452-000-000	PARTICIPANT RECREATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-452-247-000	Discounted Tickets (PRPS)	3,412.50	4,400.00	0.00	3,610.00	0.00	790.00	82
001-452-248-000	Camps & Sport Leagues	2,783.00	4,700.00	0.00	2,863.50	0.00	1,836.50	61
001-452-249-000	Bus Trips	2,446.73	0.00	0.00	0.00	0.00	0.00	0
001-452-250-000	Community Day	12,120.19	11,800.00	0.00	13,377.31	0.00	1,577.31-	113
001-452-520-000	Library	6,615.00	6,946.00	0.00	6,946.00	0.00	0.00	100
	Segment 3 Total	27,377.42	27,846.00	0.00	26,796.81	0.00	1,049.19	96
001-454-000-000	PARKS:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-454-436-000	Heebner Park- Utilities	2,156.05	3,024.00	135.20	1,554.36	0.00	1,469.64	51
001-454-437-001	Heebner Park- Athletic Fields	9,216.10	16,800.00	0.00	3,572.05	0.00	13,227.95	21
001-454-437-002	Heebner Park- Expenses	3,738.24	8,500.00	937.10	2,675.27	0.00	5,824.73	31
001-454-438-001	Mount Kirk Park- Athletic Fields	2,901.30	3,400.00	0.00	507.00	0.00	2,893.00	15
001-454-438-002	Mount Kirk Park- Expenses	569.69	1,050.00	218.45	691.01	0.00	358.99	66
001-454-439-001	Sunny Brook Park- Athletic Fields	2,912.72	4,700.00	0.00	1,684.43	0.00	3,015.57	36
001-454-439-002	Sunny Brook Park- Expenses	1,425.40	3,930.00	360.19	1,436.55	0.00	2,493.45	37
001-454-446-000	Sunny Brook Park- Utilities	1,363.27	1,584.00	67.79	927.20	0.00	656.80	59
001-454-470-000	Heyser Park- Horse Ring	0.00	500.00	0.00	0.00	0.00	500.00	0
001-454-471-000	Heyser Park- Expenses	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
001-454-480-000	Trail Expenses	1,668.24	4,300.00	218.46	590.70	0.00	3,709.30	14
001-454-490-000	Other Parks	262.64	2,000.00	0.00	105.47	0.00	1,894.53	5
	Segment 3 Total	26,213.65	50,788.00	1,937.19	13,744.04	0.00	37,043.96	27
001-459-000-000	PUBLIC RELATIONS:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-459-340-000	Public Relations- Community NewsLetter	18,014.96	20,300.00	0.00	14,119.71	0.00	6,180.29	70



TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-459-341-000	Public Relations- Other Communications	5,374.13	1,300.00	0.00	1,255.16	0.00	44.84	97
	Segment 3 Total	23,389.09	21,600.00	0.00	15,374.87	0.00	6,225.13	71
001-481-000-000	EMPLOYER PAID BENEFITS AND WITHHOLDING I	0.00	0.00	0.00	0.00	0.00	0.00	0
001-481-430-000	Inter Gov- Real Estate Taxes	6,652.24	0.00	0.00	6,652.24-	0.00	6,652.24	0
	Segment 3 Total	6,652.24	0.00	0.00	6,652.24-	0.00	6,652.24	0
001-486-000-000	INSURANCE:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-486-350-000	Insurances	111,775.80	112,252.60	15,866.00	108,407.60	0.00	3,845.00	97
	Segment 3 Total	111,775.80	112,252.60	15,866.00	108,407.60	0.00	3,845.00	97
001-492-300-000	Transfer To Capital Fund	2,115,270.48	905,987.80	0.00	0.00	0.00	905,987.80	0
	Segment 3 Total	2,115,270.48	905,987.80	0.00	0.00	0.00	905,987.80	0
	Fund 001 Expend Total	4,452,924.82	3,563,416.51	152,097.10	2,039,519.46	0.00	1,523,897.05	57

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
001		3,891,153.28	528,535.50	3,079,966.96	4,452,924.82	152,097.10	2,039,519.46	1,040,447.50

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
008-341-000-000	Interest Earnings	4,151.45	2,800.00	871.72	8,432.61	0.00	5,632.61	301
	Segment 3 Total	4,151.45	2,800.00	871.72	8,432.61	0.00	5,632.61	301
008-364-110-000	Tapping Fees	261,450.15	42,207.62	2,084.22	255,438.98	0.00	213,231.36	605
008-364-120-000	Sewer Fees- Residential	464,437.28	469,760.26	13,755.94	463,409.07	0.00	6,351.19-	99
008-364-130-000	Sewer Fees- Commercial	180,020.31	157,200.00	16,990.38	140,233.23	0.00	16,966.77-	89
008-364-140-000	Late Fees	7,707.15	6,500.00	1,290.86	7,792.48	0.00	1,292.48	120
008-364-150-000	Certification Fees	1,425.00	1,200.00	225.00	1,940.00	0.00	740.00	162
008-364-190-000	Liens	15.00	0.00	0.00	0.00	0.00	0.00	0
	Segment 3 Total	915,054.89	676,867.88	34,346.40	868,813.76	0.00	191,945.88	128
008-381-000-000	Miscellaneous Income	0.00	50.00	0.00	0.00	0.00	50.00-	0
	Segment 3 Total	0.00	50.00	0.00	0.00	0.00	50.00-	0
	Fund 008 Revenue Total	919,206.34	679,717.88	35,218.12	877,246.37	0.00	197,528.49	129
Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	WASTEWATER COLLECTION AND TREATMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-429-000-000	Alarm Services	1,008.18	1,062.00	0.00	1,048.50	0.00	13.50	99
008-429-242-000	Other Expenses	103,654.60	82,896.00	10,006.01	86,559.29	0.00	3,663.29-	104
008-429-300-000	Engineering	10,673.18	11,000.00	0.00	4,169.45	0.00	6,830.55	38
008-429-313-000	Legal	226.94	2,500.00	0.00	634.92	0.00	1,865.08	25
008-429-314-000	Plant Operations	71,715.00	78,540.00	6,522.00	74,672.34	0.00	3,867.66	95
008-429-316-000	Telephone	861.92	888.00	73.87	808.41	0.00	79.59	91
008-429-321-000	Utilities	94,649.76	106,824.00	10,595.31	81,016.27	0.00	25,807.73	76
008-429-361-000	Equipment & Repairs	15,705.51	24,000.00	1,261.75	15,737.56	0.00	8,262.44	66
008-429-374-000	Center Point- Operations	4,511.92	5,616.00	447.50	4,922.50	0.00	693.50	88
008-429-421-001	Center Point- Utilities & Repairs	4,257.18	5,820.00	244.46	4,270.59	0.00	1,549.41	73
008-429-421-002	Meadowood- Operations	4,475.00	5,616.00	447.50	4,922.50	0.00	693.50	88
008-429-422-001	Meadowood- Utilities & Repairs	1,214.65	4,572.00	369.24	5,221.49	0.00	649.49-	114
008-429-422-002	Heritage Village- Operations	4,475.00	5,616.00	447.50	4,922.50	0.00	693.50	88
008-429-423-001	Heritage Village- Utilities & Repairs	3,582.09	4,908.00	171.21	2,816.93	0.00	2,091.07	57
008-429-423-002	Fawn Creek- Operations	4,475.00	5,616.00	447.50	4,922.50	0.00	693.50	88
008-429-424-001	Fawn Creek- Utilities & Repairs	2,959.61	3,816.00	156.70	2,664.87	0.00	1,151.13	70
008-429-424-002	Chadwick Place- Operations	4,475.00	5,616.00	447.50	4,922.50	0.00	693.50	88

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
008-429-425-002	Chadwick Place- Utilities & Repairs	2,937.73	4,224.00	287.78	2,620.83	0.00	1,603.17	62
008-429-426-001	Adair Pump- Operations	4,475.00	5,616.00	447.50	5,022.50	0.00	593.50	89
008-429-426-002	Adair Pump- Utilities & Repairs	2,886.80	4,008.00	192.91	2,774.18	0.00	1,233.82	69
008-429-700-000	Capital Improvements	55,293.83	128,000.00	4,800.00	74,717.95	0.00	53,282.05	58
008-429-800-000	Depreciation	293,641.00	0.00	0.00	0.00	0.00	0.00	0
	Segment 3 Total	692,154.90	496,754.00	37,366.24	389,368.58	0.00	107,385.42	78
008-471-000-000	DEBT PRINCIPAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-471-200-000	General Obligation Bond- Principa	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	0
	Segment 3 Total	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	0
008-472-000-000	DEBT INTEREST:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-472-200-000	General Obligation Bond- Interest	49,861.26	48,781.26	0.00	24,390.63	0.00	24,390.63	50
	Segment 3 Total	49,861.26	48,781.26	0.00	24,390.63	0.00	24,390.63	50
008-475-000-000	Fiscal Agent Fees- 2016 Bond	1,050.00	1,100.00	0.00	1,050.00	0.00	50.00	95
	Segment 3 Total	1,050.00	1,100.00	0.00	1,050.00	0.00	50.00	95
008-486-000-000	INSURANCE:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-486-350-000	Insurance Expense	3,299.20	3,374.40	0.00	3,374.40	0.00	0.00	100
	Segment 3 Total	3,299.20	3,374.40	0.00	3,374.40	0.00	0.00	100
	Fund 008 Expend Total	866,365.36	670,009.66	37,366.24	418,183.61	0.00	251,826.05	62
Fund	Description	Prior Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues	
008		919,206.34	877,246.37	866,365.36	37,366.24	418,183.61	459,062.76	

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
030-341-000-000	Interest Earnings	186,545.59	180,000.00	17,961.78	254,478.66	0.00	74,478.66	141
	Segment 3 Total	186,545.59	180,000.00	17,961.78	254,478.66	0.00	74,478.66	141
030-354-351-000	Grants	45,000.00	1,352,340.00	0.00	0.00	0.00	1,352,340.00-	0
	Segment 3 Total	45,000.00	1,352,340.00	0.00	0.00	0.00	1,352,340.00-	0
030-363-100-000	Traffic Impact Fees	290,056.37	14,204.00	0.00	324,881.74	0.00	310,677.74	***
	Segment 3 Total	290,056.37	14,204.00	0.00	324,881.74	0.00	310,677.74	***
030-381-000-000	Miscellaneous Income	181,840.01	2,000.00	0.00	17,791.00	0.00	15,791.00	890
	Segment 3 Total	181,840.01	2,000.00	0.00	17,791.00	0.00	15,791.00	890
030-392-010-000	Transfer From General Fund	2,115,270.48	905,987.80	0.00	0.00	0.00	905,987.80-	0
	Segment 3 Total	2,115,270.48	905,987.80	0.00	0.00	0.00	905,987.80-	0
030-395-000-000	Refund of Prior Year Expenditures	0.00	0.00	0.00	200.00	0.00	200.00	0
	Segment 3 Total	0.00	0.00	0.00	200.00	0.00	200.00	0
	Fund 030 Revenue Total	2,818,712.45	2,454,531.80	17,961.78	597,351.40	0.00	1,857,180.40-	24
Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
030-405-000-000	SECRETARY/CLERK:	0.00	0.00	0.00	0.00	0.00	0.00	0
030-405-720-000	Office Equipment	53,843.10	43,000.00	0.00	34,114.17	0.00	8,885.83	79
	Segment 3 Total	53,843.10	43,000.00	0.00	34,114.17	0.00	8,885.83	79
030-409-000-000	GOVERNMENT BUILDINGS & PLANTS:	0.00	0.00	0.00	0.00	0.00	0.00	0
030-409-600-000	Building Improvements	48,491.63	15,000.00	0.00	11,941.25	0.00	3,058.75	80
	Segment 3 Total	48,491.63	15,000.00	0.00	11,941.25	0.00	3,058.75	80
030-430-600-000	Capital Roads	388,385.60	1,784,600.00	6,887.85	517,911.42	0.00	1,266,688.58	29

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
030-430-740-000	Equipment Purchases	92,632.78	411,000.00	5,588.85	243,396.29	0.00	167,603.71	59
	Segment 3 Total	481,018.38	2,195,600.00	12,476.70	761,307.71	0.00	1,434,292.29	35
030-433-600-000	Traffic Signs & Signals	21,068.28	297,734.00	0.00	14,632.12	0.00	283,101.88	5
	Segment 3 Total	21,068.28	297,734.00	0.00	14,632.12	0.00	283,101.88	5
030-454-600-000	Parks and Trails	197,645.82	192,500.00	191,624.22	314,552.46	0.00	122,052.46-	163
030-454-710-000	Land Acquisition	74,635.00	35,000.00	0.00	82.00	0.00	34,918.00	0
	Segment 3 Total	272,280.82	227,500.00	191,624.22	314,634.46	0.00	87,134.46-	138
	Fund 030 Expend Total	876,702.21	2,778,834.00	204,100.92	1,136,629.71	0.00	1,642,204.29	41

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
030		2,818,712.45	17,961.78	597,351.40	876,702.21	204,100.92	1,136,629.71	539,278.31-

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
035-341-000-000	Interest Earnings	3,783.89	1,800.00	2.32	5,431.47	0.00	3,631.47	302
	Segment 3 Total	3,783.89	1,800.00	2.32	5,431.47	0.00	3,631.47	302
035-355-020-000	Liquid Fuel Funds	363,273.08	366,609.00	0.00	380,698.57	0.00	14,089.57	104
	Segment 3 Total	363,273.08	366,609.00	0.00	380,698.57	0.00	14,089.57	104
	Fund 035 Revenue Total	367,056.97	368,409.00	2.32	386,130.04	0.00	17,721.04	105

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
035-438-000-000	ROADS & BRIDGES:	0.00	0.00	0.00	0.00	0.00	0.00	0
035-438-370-000	Road Maintenance Contractor	350,000.00	360,000.00	0.00	360,000.00	0.00	0.00	100
	Segment 3 Total	350,000.00	360,000.00	0.00	360,000.00	0.00	0.00	100
	Fund 035 Expend Total	350,000.00	360,000.00	0.00	360,000.00	0.00	0.00	100

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
035		367,056.97	2.32	386,130.04	350,000.00	0.00	360,000.00	26,130.04

# BUDGET REPORT

## November 30, 2019

GENERAL		STATE	
Revenue YTD:	\$ 3,079,966.96	Revenue YTD:	\$ 386,130.04
Revenue Budget:	\$ 3,413,856.98	Revenue Budget:	\$ 368,259.00
Revenue to Budget:	<b>90.22%</b>	Revenue to Budget:	<b>104.85%</b>
Expenditure YTD:	\$ 2,039,519.46	Expenditure YTD:	\$ 360,000.00
Expenditure Budget:	\$ 2,475,780.20	Expenditure Budget:	\$ 360,000.00
Expenditure to Budget:	<b>82%</b>	Expenditure to Budget:	<b>100.00%</b>
WASTE WATER		CAPITAL	
Revenue YTD:	\$ 877,246.37	Revenue YTD:	\$ 597,351.40
Revenue Budget:	\$ 659,339.11	Revenue Budget:	\$ 1,419,498.67
Revenue to Budget:	<b>133.05%</b>	Revenue to Budget:	<b>42.08%</b>
Expenditure YTD:	\$ 418,183.61	Expenditure YTD:	\$ 1,136,629.71
Expenditure Budget:	\$ 484,311.36	Expenditure Budget:	\$ 2,735,064.50
Expenditure to Budget:	<b>86%</b>	Expenditure to Budget:	<b>42%</b>

\*does not include interfund transfers

ERECTED INTO A TOWNSHIP IN 1733  
**TOWNSHIP OF WORCESTER**  
AT THE CENTER POINT OF MONTGOMERY COUNTY  
**PENNSYLVANIA**

1721 Valley Forge Road, Post Office Box 767 Worcester, PA 19490

Planning & Parks Report  
November 2019

Zoning Hearing Board

- *The Zoning Hearing Board did not meet.*

Planning Commission

- *The Planning Commission did not meet.*

Parks:

- Continued sponsorship program for recreation events.
- Prepared content for the Township website.
- Implementation of programs for the Fall/Winter seasons.
- Development of programs for the Winter and Spring seasons.
- Scheduled various park events.
- Scheduled field and pavilion rentals.



# Worcester Township

1721 Valley Forge Road  
 Worcester PA 19490  
 Phone: 610-584-1410



## Report For 11/01/2019 to 11/30/2019

**Item**  
**Total Issued Permits**

**Count / Fee**  
**40 / \$27,556.04**

		#of Permits	Construction Cost	Permit Fees
1	Highway Occupancy	1	\$0.00	\$50.00

Building Permit		#of Permits	Construction Cost	Permit Fees
1	Commercial New	1	\$468,311.00	\$2,251.10
2	Deck	1	\$12,475.00	\$99.50
3	Generator	3	\$27,010.00	\$283.50
4	Heat/AC Unit	5	\$53,206.00	\$447.50
5	New Single Family Dwelling	3	\$330,000.00	\$15,260.19
6	Residential Additions	3	\$234,000.00	\$1,475.90
7	Residential Additions/Alterations	1	\$140,000.00	\$469.80
8	Residential Alterations	2	\$34,850.00	\$192.15
9	Sewer Connection	2	\$19,280.00	\$4,109.00
10	Solar Panels	2	\$32,032.00	\$672.90
11	Wooden Deck	1	\$10,000.00	\$99.50

Zoning Permit		#of Permits	Construction Cost	Permit Fees
1	Fence	5	\$35,835.00	\$100.00
2	Fence/Gazebo	1	\$0.00	\$40.00
3	Grading	7	\$26,800.00	\$1,965.00
4	Patio & Deck (less than 30" above ground)	1	\$2,840.00	\$20.00
5	Shed	1	\$0.00	\$20.00

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<b>Total</b>	<b>40</b>	<b>\$1,426,639.00</b>	<b>\$27,556.04</b>
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**Other Fees Collected**  
**State Fee**

**\$108.00**

## **Public Works Department Report**

**November 2019**

### **1) Road Maintenance**

- A. Cleared inlets and drains throughout the Township**
- B. Filled potholes throughout the Township**
- C. Cleared and straightened roadway signage**
- D. Reestablishing edge of roadway swales**
- E. Pruning of low trees over roadways**

### **2) Storm Maintenance**

- A. 1.11.19 prior evening's storms required overnight hours roadway cleanup**

### **3) Parks**

- A. Twice weekly cleaning of restrooms, emptying trash receptacles, and stocking dog bags**
- B. Repairing washouts and general trail maintenance**
- C. Final mowing of all Township owned properties for the season**
- D. Weekly grooming of baseball infields**
- E. Continued fall clean up on Township properties**
- F. Removal of large dead trees throughout the Heebner trail system**
- G. Installation of new Heebner Park sign**
- H. Fall cleanup on all Township maintained properties**
- I. Start of Hollow Road trail alteration project**

### **4) Vehicle Maintenance**

- A. Performed weekly maintenance of all Township vehicles**
- B. 64-46 Replacement of turbo system (Warranty)**
- C. 64-28 Power concern and wiring issues**
- D. 64-42 Turbo system repairs**
- E. 64-25 Replacement of overhead beacon light**
- F. Testing of all winter maintenance equipment on vehicles**

### **5) Miscellaneous**

- A. Setting up and cleaning of Community Hall for rentals and Township events**
- B. Maintenance of Township brush recycle bin**
- C. Election Day at the Community Hall**

## **November 2019 Fire Marshal Report to Board of Supervisors**

- 1/ Fire Marshal investigations on 9 miscellaneous dispatches.
- 2/ Fire damage of \$5,000 damage on property valued at \$350,000.
- 3/ Assisted with final fire suppression testing at Meadowood – the first to be completed Grove building.
- 4/ Advised fire department of status of fire alarm / fire suppression system, occupancy at the Groove at Meadowood

Respectfully Submitted,

David Cornish  
Fire Marshal

**MEMORANDUM**

**TO:** Worcester Township Board of Supervisors  
**FROM:** Joseph J. Nolan, P.E., Township Engineer  
**DATE:** December 3, 2019  
**SUBJECT:** Engineering Report - Project Status

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This memorandum will provide an update and status report on the various projects that are ongoing within the Township as of December 3, 2019.

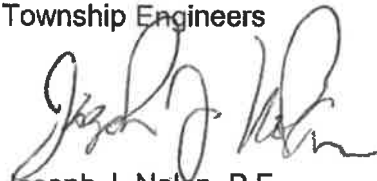
1. Defford Park Trail Grant Project: Work on this project is complete. The grant will be closed out by the Township.
2. Defford Road Basin Retro-Fit Grant Project: This project is complete. The grant will be closed out by the Township.
3. Turnpike Sound Barriers Grant Project: We are continuing with the design work on this project. The survey work has now been completed and we have submitted the wall layout location to the Turnpike for review. We are now proceeding with the preparation of the final design and bidding documents.
4. Berks Road Culvert Replacement: The culvert has been fabricated. We are waiting for PECO to assist in de-energizing power lines for the placement of the culvert. The project is on hold until PECO can relocate the power lines. The construction will be deferred until Spring to allow PECO to perform their work.
5. Miscellaneous Items
  - a. CKS Engineers assisted the Township on numerous zoning and land development related issues as requested during the month.
  - b. CKS Engineers performed various site inspections in conjunction with finalizing Use & Occupancy Permits during the month.
  - c. CKS reviewed numerous grading permit applications for the Township during the month.
  - d. CKS Engineers, Inc. continued to provide inspection services in conjunction with all ongoing land development and subdivision projects throughout the Township. This also included verifying completion of items and preparation of escrow releases for these projects, as requested. Work at the Grove at Meadowood has begun and work on Whitehall Estates and The Reserve at Center Square is continuing.

December 3, 2019  
Ref:# 7200-51  
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- e. CKS continued to assist in work required in conjunction with the review and approval of subdivisions and land developments submitted to the Township. These currently include the Palmer Tract.

The above represents a status report on the projects and services currently being performed by CKS Engineers, Inc. Please contact me if you have any questions on any of these items.

Respectfully submitted,  
CKS ENGINEERS, INC.  
Township Engineers



Joseph J. Nolan, P.E.

JJN/paf

cc: Tommy Ryan, Township Manager  
File

# NOVEMBER 2019 WORCESTER VOLUNTEER FIRE DEPARTMENT REPORT

	WORCESTER TOWNSHIP	MUTUAL AID	
TYPE	NUMBER OF CALLS	TYPE	LOCATION
TYPE	NUMBER OF CALLS	TYPE	NUMBER OF CALLS
Fire Alarms	3		
CO detector	2		
Accident / Inj	3		
Brush	1		
Building - chimney	1		
TOTAL WORCESTER TOWNSHIP	10		
TOTAL CALLS	10		Total
AVERAGE MANPOWER PER CALL	18.4	FIRE POLICE	
HOURS IN SERVICE	10 hr 42 min	Wires down	2
		Vehicle Accident	2
DRILLS FOR THE MONTH	3	Assist East Norriton	1
HOURS IN SERVICE FOR DRILLS	5 hr	Total	5
AVERAGE MANPOWER PER DRILL	20	Time in Service	4 hr 11 min
		Average Manpower Per Call	5
Officer Only Calls		<b>Department Totals</b>	
Total	0	Man Hours in service on fire calls	201 hr 9 min
		Man Hours in Service for Fire Police	22 hr 45 min
		Man Hours in Service for Officers only	0
FIRE LOSS		Man Hours in Service on Drills	112 hr 0 min
LOSS AMOUNT		Total for Month	335 hr 54 min
\$5,000	PROPERTY VALUE		
	\$450,000.00		



## PENNSYLVANIA STATE POLICE CAD Call Print Synopsis

Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-03-2019	17:19:46	1461604	MVC - NON-REPORTABLE	DISABLED MOTORIST CC		Yes	2019-1461604	CLOSED CAD CALL
Nov-03-2019	17:22:54	1461609	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1461609	WARNING (TRAFFIC STOP) CLOSED CAD CALL
Nov-03-2019	17:56:28	1461726	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1461726	CLOSED CAD CALL
Nov-03-2019	20:26:00	1462163	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1462163	CLOSED CAD CALL
Nov-04-2019	12:27:20	1465032	911 HANG UP CALL CC	911 HANG UP CALL CC		Yes	2019-1465032	CLOSED CAD CALL
Nov-04-2019	12:58:52	1465152	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1465152	CLOSED CAD CALL
Nov-04-2019	13:01:47	1465162	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP CC	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP CC		Yes	2019-1465162	CLOSED CAD CALL
Nov-04-2019	17:21:34	1466383	WELFARE CHECK CC	TRAF VIOL FLEE/ELUDE		Yes	2019-1466383	PAPER REPORT CANCELLED
Nov-04-2019	17:38:53	1466454	MVC - NON-REPORTABLE	CANCELLED BY COMPLAINANT/DUPLICATE CALL		Yes	2019-1466454	CANCELLED
Nov-04-2019	18:24:29	1466639	MVC - REPORTABLE, NO INJURIES	MVC - REPORTABLE, NO INJURIES		Yes	2019-1466639	TRACS CRASH REPORT
Nov-05-2019	01:55:23	1467653	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1467653	CLOSED CAD CALL
Nov-05-2019	09:20:59	1469010	MVC - NON-REPORTABLE	MVC - NON-REPORTABLE		Yes	2019-1469010	TRACS CRASH REPORT
Nov-05-2019	09:29:44	1469063	BURGLARY OR ATTEMPTED BURGLARY	BURGLARY OR ATTEMPTED BURGLARY		Yes	2019-1469063	PAPER REPORT
Nov-05-2019	10:14:27	1469343	SEE OFFICER	GO SEE OFFICER GO		Yes	2019-1469343	GENERAL OFFENSE
Nov-05-2019	14:15:04	1470530	SEE OFFICER	GO SEE OFFICER GO		Yes	2019-1470530	GENERAL OFFENSE
Nov-05-2019	14:31:48	1470560	ALARM - PANIC	ALARM FALSE FAULT CC		Yes	2019-1470560	CLOSED CAD CALL
Nov-05-2019	16:19:05	1471002	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1471002	CLOSED CAD CALL
Nov-05-2019	21:58:25	1472227	DOMESTIC - IN PROGRESS	DOMESTIC - OTHER GO		Yes	2019-1472227	GENERAL OFFENSE

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## PENNSYLVANIA STATE POLICE CAD Call Print Synopsis

Number of Records Returned: 327

Search Criteria: which\_cad='P' and occ\_date between '11/01/2019' and '11/30/2019' and municipality='46226' and jurisdiction='PA'

Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-01-2019	00:58:15	1449567	ROAD HAZARD - ANIMAL - DEBRIS CC	REFER TO OTHER AGENCY - PD R		Yes	2019-1449567	REFER
Nov-01-2019	04:44:07	1449971	ALARM - BURGLAR	CANCELLED BY COMPLAINANT/DUPLICATE CALL		Yes	2019-1449971	CANCELLED
Nov-01-2019	05:30:49	1450048	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1450048	CLOSED CAD CALL
Nov-01-2019	12:29:54	1451849	UNDERAGE DRINKING	UNDERAGE DRINKING		Yes	2019-1451849	GO & TRACS (CRASH WITH GO)
Nov-01-2019	14:11:01	1452289	MVC - NON-REPORTABLE	MVC - NON-REPORTABLE		Yes	2019-1452289	TRACS CRASH REPORT
Nov-01-2019	16:25:07	1452843	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1452843	CLOSED CAD CALL
Nov-01-2019	21:06:33	1453829	SEE OFFICER	GO SEE OFFICER GO		Yes	2019-1453829	GENERAL OFFENSE
Nov-02-2019	06:50:08	1455360	MVC - UNKNOWN INJURIES	MVC - GONE ON ARRIVAL CC		Yes	2019-1455360	CLOSED CAD CALL
Nov-02-2019	07:22:19	1455445	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1455445	TRAFFIC CITATION
Nov-02-2019	07:52:45	1455528	MVC - HIT AND RUN NO INJURIES	MVC - HIT AND RUN NO INJURIES		Yes	2019-1455528	TRACS CRASH REPORT
Nov-02-2019	11:20:29	1456203	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1456203	CLOSED CAD CALL
Nov-02-2019	15:40:08	1457021	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC		Yes	2019-1457021	CLOSED CAD CALL
Nov-02-2019	17:52:10	1457539	POLICE INFORMATION CC	POLICE INFORMATION CC		Yes	2019-1457539	CLOSED CAD CALL
Nov-02-2019	18:11:31	1457595	MVC - NON-REPORTABLE	MVC - REPORTABLE NO INJURIES		Yes	2019-1457595	TRACS CRASH REPORT
Nov-02-2019	20:17:34	1458008	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1458008	TRAFFIC CITATION
Nov-03-2019	04:15:31	1459506	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1459506	CLOSED CAD CALL
Nov-03-2019	12:26:21	1460781	MVC - HIT AND RUN, NO INJURIES	MVC - NON-REPORTABLE		Yes	2019-1460781	TRACS CRASH REPORT

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## PENNSYLVANIA STATE POLICE CAD Call Print Synopsis

Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-08-2019	18:12:00	1485187	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1485187	CLOSED CAD CALL
Nov-08-2019	23:18:24	1486130	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1486130	CLOSED CAD CALL
Nov-09-2019	00:31:11	1486353	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1486353	TRAFFIC CITATION
Nov-09-2019	00:45:27	1486410	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC		Yes	2019-1486410	CLOSED CAD CALL
Nov-09-2019	00:50:43	1486426	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1486426	TRAFFIC CITATION
Nov-09-2019	07:21:43	1487084	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1487084	TRAFFIC CITATION
Nov-09-2019	07:34:33	1487132	DISABLED MOTORIST CC	DISABLED MOTORIST CC		Yes	2019-1487132	CLOSED CAD CALL
Nov-09-2019	08:40:41	1487311	FOUND ITEM GO (IF FOUND GUN PAPER REPORT)	FOUND ITEM GO (IF FOUND GUN PAPER REPORT)		Yes	2019-1487311	GENERAL OFFENSE
Nov-09-2019	10:56:05	1487746	MVC - NON-REPORTABLE THEFT	MVC - NON-REPORTABLE THEFT		Yes	2019-1487746	TRACS CRASH REPORT
Nov-09-2019	12:21:20	1488105				Yes	2019-1488105	GENERAL OFFENSE
Nov-09-2019	16:05:14	1488821	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1488821	TRAFFIC CITATION
Nov-09-2019	17:46:53	1489218	WELFARE CHECK CC	POLICE INFORMATION CC		Yes	2019-1489218	CLOSED CAD CALL
Nov-09-2019	17:49:18	1489219	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1489219	CLOSED CAD CALL
Nov-09-2019	18:23:20	1489329	POLICE INFORMATION CC	POLICE INFORMATION CC		Yes	2019-1489329	CLOSED CAD CALL
Nov-09-2019	19:49:32	1489602	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1489602	CLOSED CAD CALL
Nov-09-2019	22:37:03	1490163	BURGLARY OR ATTEMPTED BURGLARY	DISTURBANCE/NOISE COMPLAINT GO		Yes	2019-1490163	GENERAL OFFENSE
Nov-09-2019	23:08:53	1490222	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1490222	TRAFFIC CITATION
Nov-09-2019	23:38:26	1490271	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1490271	TRAFFIC CITATION

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Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-06-2019	08:47:15	1473724	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1473724	CLOSED CAD CALL
Nov-06-2019	08:59:53	1473864	POLICE INFORMATION CC	POLICE INFORMATION CC		Yes	2019-1473864	CLOSED CAD CALL
Nov-06-2019	09:18:22	1473941	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1473941	CLOSED CAD CALL
Nov-06-2019	19:20:12	1476960	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1476960	TRAFFIC CITATION
Nov-07-2019	07:57:24	1478612	MVC - INJURIES	MVC - INJURIES		Yes	2019-1478612	TRACS CRASH REPORT
Nov-07-2019	08:09:16	1478691	DOMESTIC - IN PROGRESS	DOMESTIC - OTHER GO		Yes	2019-1478691	GENERAL OFFENSE
Nov-07-2019	08:38:55	1478843	MVC - NON-REPORTABLE	MVC - NON-REPORTABLE		Yes	2019-1478843	TRACS CRASH REPORT
Nov-07-2019	13:59:22	1479960	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1479960	CLOSED CAD CALL
Nov-07-2019	16:18:55	1480432	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1480432	WARNING (TRAFFIC STOP)
Nov-07-2019	18:49:10	1480517	MVC - REPORTABLE NO INJURIES	MVC - NON-REPORTABLE		Yes	2019-1480517	TRAFFIC CITATION
Nov-07-2019	16:57:31	1480544	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1480544	CLOSED CAD CALL
Nov-07-2019	17:32:37	1480657	DISABLED MOTORIST CC	DISABLED MOTORIST CC		Yes	2019-1480657	CLOSED CAD CALL
Nov-07-2019	18:17:30	1480793	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1480793	CLOSED CAD CALL
Nov-07-2019	21:16:08	1481246	ALARM - PANIC	ALARM FALSE FAULT CC		Yes	2019-1481246	CLOSED CAD CALL
Nov-08-2019	02:13:22	1481787	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1481787	CLOSED CAD CALL
Nov-08-2019	08:04:31	1482598	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1482598	CLOSED CAD CALL
Nov-08-2019	14:55:35	1484351	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1484351	WARNING (TRAFFIC STOP)

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## PENNSYLVANIA STATE POLICE CAD Call Print Synopsis

Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-11-2019	18:37:26	1497445	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1497445	CLOSED CAD CALL
Nov-11-2019	23:48:17	1498168	ALARM - BURGLAR	CANCELLED BY COMPLAINANT/DUPLICATE CALL		Yes	2019-1498168	CANCELLED
Nov-12-2019	03:40:24	1498513	VEHICLE REPOSESSION CC	VEHICLE REPOSESSION CC		Yes	2019-1498513	CLOSED CAD CALL
Nov-12-2019	07:39:09	1499081	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1499081	CLOSED CAD CALL
Nov-12-2019	07:53:02	1499128	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP CC	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP CC		Yes	2019-1499128	CLOSED CAD CALL
Nov-12-2019	11:27:43	1500188	SEE OFFICER GO	WEAPONS ON SCHOOL PROPERTY		Yes	2019-1500188	PAPER REPORT
Nov-12-2019	16:51:40	1501454	MVC - NON-REPORTABLE INTERSTATE HIGHWAY - STATIONARY PATROL CC	MVC - NON-REPORTABLE INTERSTATE HIGHWAY - STATIONARY PATROL CC		Yes	2019-1501454	TRAFFIC CITATION
Nov-12-2019	16:58:41	1501467				Yes	2019-1501467	CLOSED CAD CALL
Nov-12-2019	17:45:29	1501682	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1501682	CLOSED CAD CALL
Nov-12-2019	20:16:42	1502216	MVC - REPORTABLE, NO INJURIES	MVC - REPORTABLE, NO INJURIES		Yes	2019-1502216	TRACS CRASH REPORT
Nov-13-2019	00:38:07	1502741	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1502741	CLOSED CAD CALL
Nov-13-2019	03:07:16	1502917	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1502917	CLOSED CAD CALL
Nov-13-2019	06:27:21	1503174	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1503174	CLOSED CAD CALL
Nov-13-2019	07:12:35	1503451	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1503451	CLOSED CAD CALL
Nov-13-2019	07:15:04	1503463	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1503463	TRAFFIC CITATION
Nov-13-2019	07:25:27	1503505	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1503505	WARNING (TRAFFIC STOP)

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## PENNSYLVANIA STATE POLICE CAD Call Print Synopsis

Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-10-2019	01:42:31	1490647	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1490647	CLOSED CAD CALL
Nov-10-2019	09:10:59	1491513	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1491513	TRAFFIC CITATION
Nov-10-2019	09:35:01	1491582	ALARM - BURGLAR	CANCELLED BY COMPLAINANT/DUPLICATE CALL		Yes	2019-1491582	CANCELLED
Nov-10-2019	09:54:33	1491653	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1491653	TRAFFIC CITATION
Nov-10-2019	11:21:30	1492037	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1492037	CLOSED CAD CALL
Nov-10-2019	12:32:20	1492311	DISABLED MOTORIST ON ROAD CC	DISABLED MOTORIST ON ROAD CC		Yes	2019-1492311	CLOSED CAD CALL
Nov-10-2019	13:25:59	1492476	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1492476	TRAFFIC CITATION
Nov-10-2019	14:20:15	1492609	TRAFFIC STOP CC	TRAFFIC VIOLATION - OTHER CC		Yes	2019-1492609	CLOSED CAD CALL
Nov-10-2019	19:19:37	1493614	DISABLED MOTORIST ON ROAD CC	DISABLED MOTORIST ON ROAD CC		Yes	2019-1493614	REFER
Nov-10-2019	21:01:43	1493893	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1493893	TRAFFIC CITATION
Nov-10-2019	23:53:53	1494246	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1494246	WARNING (TRAFFIC STOP)
Nov-11-2019	10:18:18	1495631	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1495631	CLOSED CAD CALL
Nov-11-2019	10:39:39	1495725	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1495725	TRAFFIC CITATION
Nov-11-2019	12:07:16	1498060	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1498060	TRAFFIC CITATION
Nov-11-2019	13:06:15	1498265	DOMESTIC - INACTIVE	DOMESTIC - OTHER GO		Yes	2019-1498265	GENERAL OFFENSE
Nov-11-2019	15:17:35	1498675	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1498675	CLOSED CAD CALL
Nov-11-2019	15:31:46	1496731	TRAFFIC CONTROL CC	TRAFFIC CONTROL CC		Yes	2019-1496731	CLOSED CAD CALL
Nov-11-2019	15:34:00	1496736	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1496736	TRAFFIC CITATION
Nov-11-2019	15:43:34	1496761	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1496761	TRAFFIC CITATION

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Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-14-2019	13:41:41	1510055	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1510055	CLOSED CAD CALL
Nov-14-2019	15:59:41	1510547	MVC - UNKNOWN INJURIES	MVC - REPORTABLE, NO INJURIES		Yes	2019-1510547	TRACS CRASH REPORT
Nov-14-2019	16:43:23	1510680	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP		Yes	2019-1510680	CLOSED CAD CALL
Nov-14-2019	16:44:47	1510684	DOMESTIC SECURITY CHECK - SCHOOL	DOMESTIC SECURITY CHECK - SCHOOL		Yes	2019-1510684	CLOSED CAD CALL
Nov-14-2019	17:24:34	1510812	SPEECH CC	SPEECH CC		Yes	2019-1510812	CLOSED CAD CALL
Nov-15-2019	02:25:44	1512078	MVC - NON- REPORTABLE	MVC - NON- REPORTABLE		Yes	2019-1512078	TRACS CRASH REPORT
Nov-15-2019	02:35:55	1512097	INTERSTATE HIGHWAY - CLEAR LINE ZONE	INTERSTATE HIGHWAY - CLEAR LINE ZONE		Yes	2019-1512097	CLOSED CAD CALL
Nov-15-2019	08:14:46	1512832	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1512832	CLOSED CAD CALL
Nov-15-2019	09:26:55	1513201	MVC - HIT AND RUN, NO INJURIES	MVC - HIT AND RUN, NO INJURIES		Yes	2019-1513201	TRACS CRASH REPORT
Nov-15-2019	09:45:49	1513299	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1513299	CLOSED CAD CALL
Nov-15-2019	10:48:26	1513622	DOMESTIC SECURITY CHECK - SCHOOL	DOMESTIC SECURITY CHECK - SCHOOL		Yes	2019-1513622	CLOSED CAD CALL
Nov-15-2019	13:28:44	1514360	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1514360	CLOSED CAD CALL
Nov-15-2019	17:57:40	1515318	MVC - INJURIES	MVC - INJURIES		Yes	2019-1515318	TRACS CRASH REPORT
Nov-15-2019	18:22:42	1515419	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1515419	TRAFFIC CITATION
Nov-15-2019	18:35:38	1515459	TRAFFIC VIOLATION/ERRATIC DRIVER CC	TRAFFIC VIOLATION/ERRATIC DRIVER CC		Yes	2019-1515459	CLOSED CAD CALL
Nov-16-2019	00:05:01	1516415	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1516415	TRAFFIC CITATION
Nov-16-2019	01:20:28	1516634	SHOTS FIRED IN AREA	PATROL CHECK CC		Yes	2019-1516634	CLOSED CAD CALL
Nov-16-2019	07:59:34	1517213	ANIMAL LOST - FOUND CC	ANIMAL LOST - FOUND CC		Yes	2019-1517213	CLOSED CAD CALL

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Nov-13-2019	07:30:37	1503557	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1503557	WARNING (TRAFFIC STOP)
Nov-13-2019	07:49:59	1503643	DOMESTIC SECURITY CHECK - SCHOOL	DOMESTIC SECURITY CHECK - SCHOOL		Yes	2019-1503643	CLOSED CAD CALL
Nov-13-2019	08:35:42	1503975	ALARM - BURGLAR CC	ALARM FALSE FAULT CC		Yes	2019-1503975	CLOSED CAD CALL
Nov-13-2019	10:48:18	1504686	DOMESTIC SECURITY CHECK - SCHOOL	DOMESTIC SECURITY CHECK - SCHOOL		Yes	2019-1504686	CLOSED CAD CALL
Nov-13-2019	10:49:10	1504698	POLICE INFORMATION CC	WELFARE CHECK CC		Yes	2019-1504698	CLOSED CAD CALL
Nov-13-2019	13:40:18	1505554	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1505554	WARNING (TRAFFIC STOP)
Nov-13-2019	15:55:50	1506204	MVC - NON- REPORTABLE	CANCELLED BY COMPLAINANT/DUF PLICATE CALL		Yes	2019-1506204	CANCELLED
Nov-13-2019	16:28:12	1506396	MVC - NON- REPORTABLE	MVC - REPORTABLE NO INJURIES		Yes	2019-1506396	TRACS CRASH REPORT
Nov-13-2019	16:56:33	1506534	WELFARE CHECK CC	WELFARE CHECK CC		Yes	2019-1506534	CLOSED CAD CALL
Nov-13-2019	18:46:22	1506949	MVC - NON- REPORTABLE	MVC - NON- REPORTABLE		Yes	2019-1506949	TRACS CRASH REPORT
Nov-14-2019	08:26:41	1508157	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1508157	WARNING (TRAFFIC STOP)
Nov-14-2019	08:51:33	1508873	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1508873	CLOSED CAD CALL
Nov-14-2019	09:02:30	1508935	SUSPICIOUS VEHICLE GO	SUSPICIOUS VEHICLE GO		Yes	2019-1508935	GENERAL OFFENSE
Nov-14-2019	09:39:09	1509048	DOMESTIC SECURITY CHECK - SCHOOL	DOMESTIC SECURITY CHECK - SCHOOL		Yes	2019-1509048	CLOSED CAD CALL
Nov-14-2019	09:43:16	1509069	DOMESTIC SECURITY CHECK - SCHOOL	DOMESTIC SECURITY CHECK - SCHOOL		Yes	2019-1509069	CLOSED CAD CALL
Nov-14-2019	12:23:11	1509761	THEFT - FRAUD/FORGERY	THEFT - FRAUD/FORGERY		Yes	2019-1509761	GENERAL OFFENSE
Nov-14-2019	12:43:42	1509834	MVC - NON- REPORTABLE	MVC - NON- REPORTABLE		Yes	2019-1509834	TRACS CRASH REPORT

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Nov-18-2019	12:57:24	1526240	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1526240	CLOSED CAD CALL
Nov-18-2019	15:09:17	1526709	THEFT	THEFT		Yes	2019-1526709	PAPER REPORT
Nov-18-2019	15:21:34	1526745	THEFT	SEE OFFICER		Yes	2019-1526745	GENERAL OFFENSE
Nov-18-2019	18:58:56	1527691	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK SCHOOL CC		Yes	2019-1527691	CLOSED CAD CALL
Nov-19-2019	07:20:30	1529191	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1529191	CLOSED CAD CALL
Nov-19-2019	08:00:04	1529393	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK SCHOOL CC		Yes	2019-1529393	CLOSED CAD CALL
Nov-19-2019	10:21:47	1530343	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1530343	WARNING (TRAFFIC STOP) CLOSED CAD CALL
Nov-19-2019	10:38:12	1530460	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1530460	CLOSED CAD CALL
Nov-19-2019	11:18:01	1530702	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1530702	TRAFFIC CITATION CLOSED CAD CALL
Nov-19-2019	11:19:04	1530729	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1530729	CLOSED CAD CALL
Nov-19-2019	12:42:45	1531200	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1531200	CLOSED CAD CALL
Nov-19-2019	12:48:41	1531240	THEFT - FRAUD/FORGERY	THEFT - FRAUD/FORGERY		Yes	2019-1531240	GENERAL OFFENSE
Nov-19-2019	17:33:46	1532471	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1532471	TRAFFIC CITATION CLOSED CAD CALL
Nov-19-2019	20:10:57	1533027	911 HANG UP CALL CC	911 HANG UP CALL CC		Yes	2019-1533027	CLOSED CAD CALL
Nov-19-2019	21:27:53	1533233	DISABLED MOTORIST CC	DISABLED MOTORIST CC		Yes	2019-1533233	CLOSED CAD CALL
Nov-19-2019	21:55:05	1533284	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1533284	CLOSED CAD CALL
Nov-20-2019	08:12:25	1534456	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1534456	CLOSED CAD CALL

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Nov-16-2019	11:02:42	1517837	SEE OFFICER	GO SEE OFFICER	GO	Yes	2019-1517837	GENERAL OFFENSE
Nov-16-2019	11:03:15	1517833	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1517833	CLOSED CAD CALL
Nov-16-2019	12:03:58	1518077	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1518077	CLOSED CAD CALL
Nov-16-2019	12:47:57	1518211	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1518211	TRAFFIC CITATION
Nov-16-2019	12:59:57	1518244	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1518244	WARNING (TRAFFIC STOP) CLOSED CAD CALL
Nov-16-2019	17:42:09	1519156	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1519156	GENERAL OFFENSE
Nov-16-2019	18:27:35	1519300	DEATH - NATURAL	DEATH - NATURAL		Yes	2019-1519300	GENERAL OFFENSE
Nov-16-2019	20:18:16	1519638	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1519638	TRAFFIC CITATION WARNING (TRAFFIC STOP)
Nov-17-2019	13:05:10	1522103	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1522103	WARNING (TRAFFIC STOP)
Nov-17-2019	14:45:10	1522312	MVC - REPORTABLE, NO INJURIES	MVC - INJURIES		Yes	2019-1522312	TRACS CRASH REPORT
Nov-17-2019	18:30:08	1523077	REQUEST ASSIST - LOCAL PD GO	REQUEST ASSIST - LOCAL PD GO		Yes	2019-1523077	GENERAL OFFENSE
Nov-17-2019	22:22:14	1523624	SUSPICIOUS PERSON GO	PATROL CHECK CC		Yes	2019-1523624	CLOSED CAD CALL
Nov-17-2019	22:29:47	1523642	PATROL CHECK CC	MVC - NON- REPORTABLE		Yes	2019-1523642	TRACS CRASH REPORT
Nov-18-2019	01:30:04	1523939	REQUEST ASSIST - LOCAL PD GO	REQUEST ASSIST - LOCAL PD GO		Yes	2019-1523939	GENERAL OFFENSE
Nov-18-2019	06:41:08	1524261	TRAFFIC STOP CC	MOTOR CARRIER SAFETY CC		Yes	2019-1524261	CLOSED CAD CALL
Nov-18-2019	07:45:41	1524599	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1524599	CLOSED CAD CALL
Nov-18-2019	07:49:53	1524625	ALARM - BURGLAR	PATROL CHECK CC		Yes	2019-1524625	CLOSED CAD CALL
Nov-18-2019	08:15:16	1524797	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1524797	CLOSED CAD CALL
Nov-18-2019	08:34:12	1525234	DISABLED MOTORIST ON ROAD CC	TOWED VEHICLE GO		Yes	2019-1525234	GENERAL OFFENSE
Nov-18-2019	11:16:42	1525792	911 HANG UP CALL CC	911 HANG UP CALL CC		Yes	2019-1525792	CLOSED CAD CALL

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Nov-21-2019	22:36:28	1543092	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1543092	CLOSED CAD CALL
Nov-21-2019	22:49:32	1543108	ITEMS THROWN AT MOVING VEHICLE	CANCELLED BY COMPLAINANT/DUPLICATE CALL		Yes	2019-1543108	CANCELLED
Nov-21-2019	22:57:16	1543116	ITEMS THROWN AT MOVING VEHICLE	ITEMS THROWN A MOVING VEHICLE		Yes	2019-1543116	GENERAL OFFENSE
Nov-22-2019	06:42:00	1543874	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC		Yes	2019-1543874	CLOSED CAD CALL
Nov-22-2019	06:56:16	1543910	THEFT	THEFT		Yes	2019-1543910	GENERAL OFFENSE
Nov-22-2019	07:50:38	1544183	MVC - REPORTABLE, NO INJURIES	MVC - INJURIES		Yes	2019-1544183	TRACS CRASH REPORT
Nov-22-2019	08:25:27	1544374	DISABLED MOTORIST CC	DISABLED MOTORIST CC		Yes	2019-1544374	CLOSED CAD CALL
Nov-22-2019	08:32:13	1544409	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1544409	CLOSED CAD CALL
Nov-22-2019	14:37:56	1545800	MVC - NON-REPORTABLE	MVC - NON-REPORTABLE		Yes	2019-1545800	TRACS CRASH REPORT
Nov-22-2019	18:10:34	1546580	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1546580	CLOSED CAD CALL
Nov-22-2019	21:22:22	1547287	ROAD HAZARD - ANIMAL - DEBRIS CC	REFER TO OTHE AGENCY - PD R		Yes	2019-1547287	REFER
Nov-22-2019	22:57:20	1547556	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1547556	WARNING (TRAFFIC STOP)
Nov-22-2019	23:51:51	1547704	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1547704	TRAFFIC CITATION
Nov-23-2019	02:11:47	1548109	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1548109	CLOSED CAD CALL
Nov-23-2019	05:33:29	1548355	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1548355	TRAFFIC CITATION
Nov-23-2019	09:14:06	1548979	FOUND ITEM GO (IF FOUND GUN PAPER REPORT)	FOUND ITEM GO (IF FOUND GUN PAPER REPORT)		Yes	2019-1548979	GENERAL OFFENSE
Nov-23-2019	20:49:29	1551250	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1551250	CLOSED CAD CALL
Nov-24-2019	02:12:39	1552024	WELFARE CHECK CC	TRAF VIOL-DUI ALCOHOL & DRUG		Yes	2019-1552024	GENERAL OFFENSE

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Nov-20-2019	08:28:06	1534540	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1534540	CLOSED CAD CALL
Nov-20-2019	09:43:12	1535000	MVC - INJURIES	REQUEST ASSIST - LOCAL PD GO		Yes	2019-1535000	GENERAL OFFENSE
Nov-20-2019	11:31:38	1535718	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1535718	TRAFFIC CITATION
Nov-20-2019	17:21:30	1537420	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC		Yes	2019-1537420	CLOSED CAD CALL
Nov-20-2019	17:46:16	1537518	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1537518	CLOSED CAD CALL
Nov-20-2019	20:49:26	1538195	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1538195	TRAFFIC CITATION
Nov-20-2019	23:01:45	1538583	MVC - NON-REPORTABLE	MVC - NON-REPORTABLE		Yes	2019-1538583	TRACS CRASH REPORT
Nov-21-2019	09:12:01	1539975	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1539975	CLOSED CAD CALL
Nov-21-2019	09:33:45	1540083	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1540083	CLOSED CAD CALL
Nov-21-2019	09:42:17	1540115	MVC - NON-REPORTABLE	MVC - NON-REPORTABLE		Yes	2019-1540115	TRACS CRASH REPORT
Nov-21-2019	10:13:02	1540257	MVC - REPORTABLE, NO INJURIES	MVC - REPORTABLE, NO INJURIES		Yes	2019-1540257	TRACS CRASH REPORT
Nov-21-2019	16:05:56	1541852	911 HANG UP CALL CC	911 HANG UP CALL CC		Yes	2019-1541852	CLOSED CAD CALL
Nov-21-2019	16:33:22	1541951	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1541951	CLOSED CAD CALL
Nov-21-2019	17:26:19	1542167	MVC - NON-REPORTABLE	MVC - REPORTABLE, NO INJURIES		Yes	2019-1542167	TRACS CRASH REPORT
Nov-21-2019	17:35:53	1542197	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1542197	CLOSED CAD CALL
Nov-21-2019	18:50:12	1542462	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1542462	TRAFFIC CITATION
Nov-21-2019	19:46:14	1542650	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1542650	TRAFFIC CITATION
Nov-21-2019	21:02:48	1542882	MVC - REPORTABLE, NO INJURIES	MVC - REPORTABLE, NO INJURIES		Yes	2019-1542882	TRACS CRASH REPORT

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Nov-25-2019	20:09:31	1560044	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1560044	WARNING (TRAFFIC STOP)
Nov-25-2019	21:05:55	1560260	REQUEST ASSIST - LOCAL PD GO	REQUEST ASSIST - LOCAL PD GO		Yes	2019-1560260	GENERAL OFFENSE
Nov-25-2019	23:44:09	1560592	TRAFFIC VIOLATION/ERRATIC DRIVER CC	TRAFFIC VIOLATION/ERRATIC DRIVER CC		Yes	2019-1560592	ADVISE
Nov-26-2019	05:55:13	1561119	REQUEST ASSIST - LOCAL PD GO	REFER TO OTHER AGENCY - PD R		Yes	2019-1561119	REFER
Nov-26-2019	07:46:44	1561558	MVC - REPORTABLE, NO INJURIES	MVC - NON- REPORTABLE		Yes	2019-1561558	TRACS CRASH REPORT
Nov-26-2019	09:10:35	1562133	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1562133	CLOSED CAD CALL
Nov-26-2019	10:29:26	1562617	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1562617	CLOSED CAD CALL
Nov-26-2019	10:42:00	1562701	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1562701	CLOSED CAD CALL
Nov-26-2019	12:55:17	1563472	ABANDONED VEHICLE GO	ABANDONED VEHICLE GO		Yes	2019-1563472	CLOSED CAD CALL
Nov-26-2019	15:14:41	1564178	INTERSTATE HIGHWAY - STATIONARY PATROL CC	INTERSTATE HIGHWAY - STATIONARY PATROL CC		Yes	2019-1564178	CLOSED CAD CALL
Nov-26-2019	16:12:29	1564548	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1564548	TRAFFIC CITATION
Nov-26-2019	17:16:25	1564909	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1564909	CLOSED CAD CALL
Nov-26-2019	17:54:24	1565108	TRAFFIC VIOLATION/ERRATIC DRIVER CC	TRAFFIC VIOLATION/ERRATIC DRIVER CC		Yes	2019-1565108	CLOSED CAD CALL
Nov-26-2019	19:24:05	1565471	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1565471	TRAFFIC CITATION
Nov-26-2019	21:22:15	1565910	ALARM - BURGLAR	ALARM FALSE NO FAULT CC		Yes	2019-1565910	CLOSED CAD CALL
Nov-26-2019	23:02:58	1566127	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1566127	TRAFFIC CITATION
Nov-26-2019	23:21:09	1566152	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1566152	TRAFFIC CITATION

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Nov-24-2019	05:58:21	1552215	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC		Yes	2019-1552215	CLOSED CAD CALL
Nov-24-2019	13:53:25	1553485	POLICE INFORMATION CC	REQUEST ASSIST - OTHER AGENCY GO		Yes	2019-1553485	GENERAL OFFENSE
Nov-24-2019	14:18:38	1553532	MVC - NON- REPORTABLE	MVC - NON- REPORTABLE		Yes	2019-1553532	TRACS CRASH REPORT
Nov-24-2019	18:34:29	1553934	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1553934	TRAFFIC CITATION
Nov-24-2019	17:10:08	1554048	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1554048	CLOSED CAD CALL
Nov-24-2019	17:48:43	1554188	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1554188	CLOSED CAD CALL
Nov-24-2019	18:51:18	1554379	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1554379	CLOSED CAD CALL
Nov-24-2019	19:13:00	1554431	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1554431	CLOSED CAD CALL
Nov-24-2019	19:52:57	1554553	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC	INTERSTATE HIGHWAY - CLEAR LINE ZONE CC		Yes	2019-1554553	CLOSED CAD CALL
Nov-25-2019	01:54:51	1555308	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1555308	CLOSED CAD CALL
Nov-25-2019	07:46:43	1555983	MVC - REPORTABLE, NO INJURIES	MVC - REPORTABLE, NO INJURIES		Yes	2019-1555983	TRACS CRASH REPORT
Nov-25-2019	08:45:35	1556375	MVC - UNKNOWN INJURIES	MVC - REPORTABLE, NO INJURIES		Yes	2019-1556375	TRACS CRASH REPORT
Nov-25-2019	08:49:47	1556397	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1556397	CLOSED CAD CALL
Nov-25-2019	10:01:37	1556840	MVC - INJURIES	REFER TO OTHER AGENCY - PD R		Yes	2019-1556840	REFER
Nov-25-2019	13:07:56	1557937	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1557937	CLOSED CAD CALL
Nov-25-2019	15:32:52	1558888	THEFT	THEFT		Yes	2019-1558888	GENERAL OFFENSE
Nov-25-2019	16:56:28	1559143	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1559143	TRAFFIC CITATION
Nov-25-2019	18:53:48	1559744	PATROL CHECK CC	PATROL CHECK CC		Yes	2019-1559744	CLOSED CAD CALL
Nov-25-2019	20:07:11	1560031	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP CC	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP CC		Yes	2019-1560031	CLOSED CAD CALL

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Nov-27-2019	21:02:01	1578598	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1578598	CLOSED CAD CALL
Nov-27-2019	21:23:22	1578790	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1578790	TRAFFIC CITATION
Nov-27-2019	21:32:50	1578902	DOMESTIC - IN PROGRESS	TRAF VIOL-DUI DRUG & ALCOHOL W/DRUG POSS		Yes	2019-1578902	GENERAL OFFENSE
Nov-27-2019	22:10:10	1579217	WELFARE CHECK CC	WELFARE CHECK CC		Yes	2019-1579217	CLOSED CAD CALL
Nov-27-2019	22:12:28	1579222	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1579222	TRAFFIC CITATION
Nov-27-2019	22:57:59	1579535	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1579535	TRAFFIC CITATION
Nov-27-2019	23:56:34	1579946	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1579946	TRAFFIC CITATION
Nov-28-2019	00:16:38	1580104	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1580104	CITATION CLOSED CAD CALL
Nov-28-2019	00:57:20	1580337	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1580337	WARNING (TRAFFIC STOP)
Nov-28-2019	04:54:57	1581127	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1581127	WARNING (TRAFFIC STOP)
Nov-28-2019	08:52:54	1581960	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1581960	TRAFFIC CITATION
Nov-28-2019	08:58:05	1582006	SUSPICIOUS PERSON GO	SUSPICIOUS PERSON GO		Yes	2019-1582006	GENERAL OFFENSE
Nov-28-2019	11:30:43	1583112	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1583112	CLOSED CAD CALL
Nov-28-2019	12:10:18	1583396	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1583396	CLOSED CAD CALL
Nov-28-2019	14:51:49	1584163	ALARM - BURGLAR	ALARM FALSE NO FAULT CC		Yes	2019-1584163	CLOSED CAD CALL
Nov-28-2019	17:52:53	1585079	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1585079	TRAFFIC CITATION
Nov-29-2019	08:40:51	1588586	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1588586	TRAFFIC CITATION
Nov-29-2019	09:02:57	1588881	DISABLED MOTORIST ON ROAD CC	DISABLED MOTORIST CC		Yes	2019-1588881	CITATION CLOSED CAD CALL
Nov-29-2019	09:11:49	1588965	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1588965	TRAFFIC CITATION

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Nov-26-2019	23:41:18	1586190	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1566190	TRAFFIC CITATION
Nov-27-2019	01:04:14	1566391	INTERSTATE HIGHWAY - STATIONARY	INTERSTATE HIGHWAY - STATIONARY		Yes	2019-1566391	CLOSED CAD CALL
Nov-27-2019	01:15:42	1566418	PATROL CC	PATROL CC		Yes	2019-1566418	TRAFFIC CITATION
Nov-27-2019	01:41:32	1566488	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1566488	CITATION CLOSED CAD CALL
Nov-27-2019	04:47:44	1566756	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1566756	TRAFFIC CITATION
Nov-27-2019	07:50:40	1568047	ROAD HAZARD - ANIMAL - DEBRIS CC	ROAD HAZARD - ANIMAL - DEBRIS CC		Yes	2019-1568047	CITATION CLOSED CAD CALL
Nov-27-2019	09:49:58	1569874	TRAFFIC STOP CC	MOTOR CARRIER SAFETY CC		Yes	2019-1569874	CLOSED CAD CALL
Nov-27-2019	10:18:20	1570323	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1570323	TRAFFIC CITATION
Nov-27-2019	10:55:43	1570865	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1570865	CITATION CLOSED CAD CALL
Nov-27-2019	11:00:30	1570926	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1570926	TRAFFIC CITATION
Nov-27-2019	13:19:08	1572743	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1572743	TRAFFIC CITATION
Nov-27-2019	15:09:24	1574103	ALARM - BURGLAR	CANCELLED BY COMPLAINANT/DUF LIGATE CALL		Yes	2019-1574103	CITATION CANCELLED
Nov-27-2019	17:41:27	1576477	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1576477	TRAFFIC CITATION
Nov-27-2019	17:53:48	1576613	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1576613	CITATION CLOSED CAD CALL
Nov-27-2019	19:16:33	1577482	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1577482	WARNING (TRAFFIC STOP)
Nov-27-2019	19:18:33	1577505	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1577505	WARNING (TRAFFIC STOP)
Nov-27-2019	20:02:57	1577993	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1577993	CITATION WARNING (TRAFFIC STOP)
Nov-27-2019	20:31:28	1578287	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1578287	WARNING (TRAFFIC STOP)

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Nov-29-2019	19:53:44	1596519	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1596519	TRAFFIC CITATION WARNING
Nov-29-2019	21:12:18	1597201	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1597201	WARNING (TRAFFIC STOP)
Nov-29-2019	21:17:08	1597238	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1597238	WARNING (TRAFFIC STOP)
Nov-29-2019	21:29:15	1597328	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1597328	WARNING (TRAFFIC STOP)
Nov-29-2019	21:42:04	1597426	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1597426	TRAFFIC CITATION
Nov-29-2019	22:30:11	1597743	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1597743	TRAFFIC CITATION
Nov-30-2019	07:09:38	1599395	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1599395	WARNING (TRAFFIC STOP)
Nov-30-2019	07:37:07	1599539	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1599539	WARNING (TRAFFIC STOP)
Nov-30-2019	08:10:29	1599754	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1599754	TRAFFIC CITATION
Nov-30-2019	09:18:12	1600299	ALARM - BURGLAR	CANCELLED BY COMPLAINANT/DU PLICATE CALL		Yes	2019-1600299	CANCELLED
Nov-30-2019	09:28:36	1600392	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1600392	TRAFFIC CITATION
Nov-30-2019	09:47:55	1600590	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1600590	TRAFFIC CITATION
Nov-30-2019	12:23:25	1602113	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1602113	TRAFFIC CITATION
Nov-30-2019	13:07:37	1602557	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1602557	TRAFFIC CITATION
Nov-30-2019	15:16:54	1603707	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1603707	TRAFFIC CITATION
Nov-30-2019	15:40:05	1603920	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1603920	CLOSED CAD CALL
Nov-30-2019	17:07:24	1604829	ALARM - BURGLAR	ALARM FALSE FAULT CC		Yes	2019-1604829	CLOSED CAD CALL
Nov-30-2019	19:58:21	1606134	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1606134	TRAFFIC CITATION
Nov-30-2019	20:19:13	1606299	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1606299	TRAFFIC CITATION
Nov-30-2019	20:24:05	1608331	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1608331	CLOSED CAD CALL

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Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-29-2019	09:28:40	1589183	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1589183	CLOSED CAD CALL
Nov-29-2019	09:31:04	1589219	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP CC	DOMESTIC SECURITY CHECK - HOUSE OF WORSHIP CC		Yes	2019-1589219	CLOSED CAD CALL
Nov-29-2019	10:21:36	1589870	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1589870	TRAFFIC CITATION
Nov-29-2019	10:57:07	1590302	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1590302	TRAFFIC CITATION
Nov-29-2019	11:59:14	1591067	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1591067	TRAFFIC CITATION
Nov-29-2019	12:52:04	1591820	DOMESTIC - IN PROGRESS	DOMESTIC - OTHER GO		Yes	2019-1591820	TRAFFIC CITATION GENERAL OFFENSE
Nov-29-2019	13:01:07	1591900	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1591900	TRAFFIC CITATION
Nov-29-2019	14:24:42	1592959	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1592959	TRAFFIC CITATION
Nov-29-2019	14:45:01	1593191	INTERSTATE HIGHWAY - STATIONARY PATROL CC	INTERSTATE HIGHWAY - STATIONARY PATROL CC		Yes	2019-1593191	TRAFFIC CITATION CLOSED CAD CALL
Nov-29-2019	14:47:56	1593219	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1593219	TRAFFIC CITATION
Nov-29-2019	15:09:45	1593481	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1593481	TRAFFIC CITATION
Nov-29-2019	15:30:24	1593734	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1593734	TRAFFIC CITATION
Nov-29-2019	16:28:39	1594534	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1594534	TRAFFIC CITATION
Nov-29-2019	16:50:39	1594823	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1594823	TRAFFIC CITATION
Nov-29-2019	17:02:39	1594988	DOMESTIC SECURITY CHECK - SCHOOL CC	DOMESTIC SECURITY CHECK - SCHOOL CC		Yes	2019-1594988	TRAFFIC CITATION CLOSED CAD CALL
Nov-29-2019	17:17:59	1595163	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1595163	TRAFFIC CITATION
Nov-29-2019	17:44:44	1595419	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1595419	WARNING (TRAFFIC STOP)
Nov-29-2019	18:02:13	1595582	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1595582	TRAFFIC CITATION
Nov-29-2019	18:32:58	1595858	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1595858	TRAFFIC CITATION
Nov-29-2019	19:10:39	1596169	TRAFFIC STOP CC	TRAFFIC STOP CC		Yes	2019-1596169	TRAFFIC CITATION

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Call Date	Time	Call Number	Original Call Type	Final Call Type	Location	Founded	Report #	Cleared By
Nov-30-2019	23:30:21	1607536	ALARM - BURGLAR	ALARM FALSE NO FAULT			2019-1607536	CLOSED CAD CALL



**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, NOVEMBER 20, 2019 – 7:30 PM**

**CALL TO ORDER** by Chair DeLello at 7:30 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: RICK DELELLO [X]  
SUSAN CAUGHLAN [X]  
STEVE QUIGLEY [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced this evening's Business Meeting was being video-recorded for rebroadcast.
- Chair DeLello congratulated Supervisor Quigley on his re-election to the Board of Supervisors.

**PUBLIC COMMENT**

- Christine Steere, Worcester, congratulated Supervisor Quigley on his re-election to the Board of Supervisors, and commented on voter turn-out and future volunteer opportunities.
- Jim Mollick, Worcester, commented on an application to the Montgomery County Farmland Preservation Program, a Right-to-Know request submitted to Montgomery County by an official with the Pennsylvania State Ethics Commission, past Township applications to the Montgomery County Farmland Preservation Program, legal representation of the owners of properties preserved through the Montgomery County Farmland Preservation Program, and public access to properties preserved through the Montgomery County Farmland Preservation Program. Supervisor Caughlan commented on public access to properties preserved through the Montgomery County Farmland Preservation Program. Supervisor Quigley commented on public access to properties preserved through the Montgomery County Farmland Preservation Program.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair DeLello asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Caughlan made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for October 2019, (b) bill payment for October 2019 in the amount of \$468,471.06; and, (c) the October 16, 2019 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- a) Public Hearing – The Members conducted a Public Hearing to consider an ordinance to amend the Zoning Map to rezone a portion of 3103 Skippack Pike to the LPD Land Preservation District.

The Public Hearing was opened at 7:44pm. A transcript of the proceedings was prepared by a court reporter.

The Public Hearing was closed at 8:11pm.

- b) Ordinance 2019-281 – Supervisor Caughlan made a motion to approve Ordinance 2019-281, to amend the Zoning Map to rezone a portion of 3103 Skippack Pike to the LPD Land Preservation District. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

The meeting recessed at 8:13pm.

The meeting reconvened at 8:17pm.

- c) Resolution 2019-14 – Joe Nolan, Township Engineer, provided an overview of a grant application to the Pennsylvania Small Water and Sewer Program. The grant application scope of work includes various improvements to the Valley Green Wastewater Plant, Berwick Wastewater Plant, and Meadowood Pump Station. Mr. Nolan noted the grant amount and required municipal match.

Chair DeLello commented on potential conditions to a grant award.

Supervisor Caughlan commented on municipal match funding. Mr. Ryan confirmed municipal match funding would be provided by the Sewer Fund.

Ms. Caughlan made a motion to approve Resolution 2019-14, to authorize submission of a grant application to the Pennsylvania Small Water and Sewer Program. The motion was seconded by Supervisor Quigley.

Bob Andorn, Worcester, commented on project status if the grant were not awarded.

By unanimous vote the Board adopted the motion to approve.

- d) Resolution 2019-15 – Mr. Nolan provided an overview of a grant application to the PA H2O Program. The grant application scope of work includes the extension of the storm sewer system in the Adair neighborhood. Mr. Nolan noted the grant amount and required municipal match.

Chair DeLello commented on project funding. Mr. Ryan confirmed project funding is included in the proposed 2020 Budget.

Supervisor Quigley commented on Township efforts to better manage stormwater.

Ms. Caughlan made a motion to approve Resolution 2019-15, to authorize submission of a grant application to the PA H2O Program. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) waiver – Mr. Nolan provided an overview of proposed improvements to the Aqua-owned wastewater treatment facility at Stony Creek Farms. Mr. Nolan noted Aqua is seeking a waiver of land development to construct a small building that will house electrical equipment. Mr. Nolan commented on the improvements required by the Whitehall Estates development, and DEP approval of the planning module for this development.

Fred Gerlach, Aqua, commented on the proposed improvements. Mr. Gerlach noted the Stony Creek Farms HOA is agreeable to that proposed.

Supervisor Quigley commented on improvement installation oversight.

Supervisor Caughlan made a motion to grant a waiver of land development to Aqua, for proposed improvements to the wastewater treatment facility at Stony Creek Farms. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) waiver – Chair DeLello commented on a request to waive the rental fee for Community Hall, as submitted by the Farmers' Union Horse Company.

Supervisor Quigley commented on insurance coverage for the use of Community Hall.

Supervisor Caughlan made a motion to waive the rental fee and security deposit for the use of Community Hall by the Farmers' Union Horse Company. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Settlement Stipulation – Mr. Brant provided an overview of a proposed assessment appeal Settlement Stipulation for property at Cassel Road.

Supervisor Caughlan made a motion to approve a Settlement Stipulation for Trainor, et. al. v. Montgomery County Board of Assessment Appeals, et al., Montgomery County Court of Common Pleas Docket No. 2018-27480. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) 2020 Budget – Mr. Ryan provided an update on the 2020 Budget. Mr. Ryan noted the proposed budget does not include an increase in taxes and does not include new taxes. Mr. Ryan noted the budget proposes the elimination of the Per Capita Tax.

Mr. Ryan noted the budget includes one additional full-time employee, an entry-level Public Works laborer. Mr. Ryan noted the hire was anticipated during the previous three years, given the increased amount of “in-house” work the Public Works Department has assumed during this time. Mr. Ryan commented on the lower cost of utilizing Township personnel as compared to utilizing private consultants.

Mr. Ryan provided an overview of primary receipts. Mr. Ryan noted the budget assumes a no increase in Earned Income Tax receipts. Mr. Ryan noted the budget assumes a modest increase to Real Estate Transfer Tax and building permit receipts due to the recent start of construction at the Whitehall Estates and Reserve at Center Square developments.

Mr. Ryan noted health care expenses will decrease by 10% in the coming year, thanks to the Township's positive claim experience with the Delaware Valley Health Trust.

Mr. Ryan noted the budget provides a 5% increase in operating contributions to the Norristown Public Library and Worcester Volunteer Fire Department, and an additional \$100,000 capital contribution for the Fire Department. Mr. Ryan noted the budget includes an up to \$500 per month stipend to Township employees who volunteer with the Fire Department during the work week, the time of the week that volunteer firefighters are in most need.

Mr. Ryan commented on proposed capital improvements, including the replacement of Public Works vehicles and equipment that have reached the end of their useful life – which includes a 2008 dump truck and a 2008 mower.

Mr. Ryan noted the Capital Fund also provides for a storm sewer system extension in the Adair neighborhood, the replacement of two culverts at Berks Road, and various bridge and roadside safety improvements.

Mr. Ryan noted the Capital Fund provides \$876,000 for the Township's annual Road Program, which is in addition to dollars budgeted for program design, bidding and inspection, and which is in addition to funding for smaller roadway fixes to be made throughout the year.

Mr. Ryan commented on Sewer Fund operations, and efforts made by Township staff and the contracted sewer operator to lower system expenses. Mr. Ryan noted the budget includes a 0.5% increase to sewer service fees, which equates to an approximate \$0.25 increase per month for each home connected to the Township's sanitary sewer system.

Mr. Ryan commented on the State Fund, and on the 2020 estimated Liquid Fuels allocation.

Mr. Ryan noted the budget is ready to be advertised for public inspection, before its consideration at the December 18 Business Meeting.

Chair DeLello commented on the budget preparation process, and the inclusion of multi-year schedules for road, parks and other capital projects in the budget document.

Chair DeLello and Supervisor Quigley commented on staff efforts to prepare the budget.

Supervisor Quigley made a motion to authorize advertisement of the proposed 2020 Budget for public inspection. The motion was seconded by Supervisor Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

## **OTHER BUSINESS**

- Chair DeLello commented on the appointment of a planner for the Comprehensive Plan Update Project. This matter will be considered by the Board at the December 18 Business Meeting.
- Chair DeLello commented on the appointment of volunteers to serve on the Comprehensive Plan Update Task Force. This matter will be considered by the Board in January.

- Chair DeLello noted the open space funding study will be presented at the December 18 Work Session. Supervisor Quigley commented on the scheduling of this presentation.

**PUBLIC COMMENT**

- Dr. Mollick commented on public access to, and use of, properties preserved through the Montgomery County Farmland Preservation Program, the inspection of properties preserved through the Montgomery County Farmland Preservation Program, legal representation of the owners of properties preserved through the Montgomery County Farmland Preservation Program, current and past legal fees and Right-to-Know legal fees paid by the Township, and current Right-to-Know legal fees paid by the Methacton School District.

**ADJOURNMENT**

There being no further business brought before the Board, Chair DeLello adjourned the Business Meeting at 9:05 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**TOWNSHIP OF WORCESTER  
MONTGOMERY COUNTY, PENNSYLVANIA**

**RESOLUTION 2019-16**

**A RESOLUTION TO ADOPT THE 2020 BUDGET**

**NOW, THEREFORE**, the Board of Supervisors of Worcester Township does hereby adopt the 2020 Budget, dated December 18, 2019, and further does establish a municipal real estate tax rate of 0.05 mills (1/20<sup>th</sup> of one mill).

**RESOLVED THIS 18<sup>TH</sup> DAY OF DECEMBER, 2019.**

**FOR WORCESTER TOWNSHIP**

By: \_\_\_\_\_

Richard DeLello, Chair  
Board of Supervisors

Attest: \_\_\_\_\_

Tommy Ryan, Secretary

# 2020 Budget



*December 18, 2019*



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ERECTED INTO A TOWNSHIP IN 1733  
**TOWNSHIP OF WORCESTER**  
AT THE CENTER POINT OF MONTGOMERY COUNTY  
PENNSYLVANIA

December 18, 2019

The Honorable Board of Supervisors  
Township of Worcester Township  
1721 Valley Forge Road  
Worcester, PA 19490

Dear Board of Supervisors,

On behalf of the employees of Worcester Township, I am pleased to submit the proposed 2020 Budget for our community, to be considered at this evening's Business Meeting. The Budget sets forth a financial plan for our Township during the next twelve months. And it calls to attention those trends, opportunities and challenges that we are likely to face in the years to come.

### TAXES

The Budget includes no new taxes, and no increase to existing taxes. Worcester Township's real estate tax rate is proposed to remain at 1/20 of one mill, which is presently the lowest municipal real estate tax rate in Montgomery County. And I expect that we will continue to have the lowest real estate tax rate in 2020.

The Budget proposes the elimination of the Per Capita Tax effective 2020. This tax is presently levied at \$1 per non-student resident age 18 and older. The tax is projected to net approximately \$5,500 in 2019, so the impact on General Fund receipts, budgeted at \$3.7 million in the coming year, is minimal.

### PERSONNEL

In Budgets adopted for the previous three years we discussed anticipated growth in the Public Works Department. With the dedication of new roads and open spaces to the Township, there comes the responsibility to maintain these facilities.

Additionally, during the last 12 months, our Public Works team has assumed inspection services that the Township has traditionally assigned to the Township Engineer and to other consultants. This includes day-to-day oversight of the annual Road Program operations, and inspection services for many capital projects, like the recently-completed Defford Road Park Trail Project.

The proposed 2020 Budget includes the hire of this anticipated position – a full-time, entry-level labor position. While this hire will increase PW salary expense, the Township will see a decrease in corresponding PW expenses, due to the significant savings in bringing these new duties in-house. The hire will also permit the Township to plow Township-owned roads using Township personnel only. For several years the Township has utilized a private contractor to plow these roads in a portion of our community, and the new arrangement will lower the cost of this work.

### SERVICES

There is no substantive change proposed to Township-provided services in the coming year. So what we're doing today, we'll continue to do tomorrow.

## GENERAL FUND

The General Fund, first and foremost, this is balanced. The Earned Income Tax, our primary revenue, is projected to remain flat relative to 2019 projected receipts, due to an assessment conducted by our tax collector that shows, in part, a slow-down in larger remittances. The Budget includes \$2.55m in Earned Income Tax in the coming year.

The Budget includes a modest increase to the projected 2019 Real Estate Transfer Tax, to \$355,000. This number assumes the transfers of existing residential properties, the transfer of three units per month at the Reserve and Whitehall Estates developments, and no transfers of commercial properties and larger tracts of land, which historically have occurred on an infrequent basis. The Budget likewise includes a corresponding increase in building permit fees, from the \$100,000 projected in 2019, to \$129,000 in 2020.

As to expenditures, the Budget reflects a 10% *decrease* to health insurance premiums. This decrease is made possible by the use of rate stabilization funds earned by the Township's positive claims experience with the multi-municipal, non-profit trust for health insurance to which we are a member.

The Budget includes a 5% increase to our annual operating contribution to our volunteer Fire Department, to \$152,000, and a capital contribution in the amount of \$100,000. This number does not include the cost of workers compensation coverage that is provided by the Township, as is required by State Law, nor does this number include Act 205 pass-through aid to the Department's Relief Association, which is budgeted at approximately \$92,000.

In addition to providing additional financial support to our volunteer Fire Department, the Township is working to encourage more of our employees to serve as volunteer firefighters during weekdays, when the Department is in most need of help. For many years the Township has permitted its employees to respond to fire and other emergency calls during the work day, and three employees currently volunteer to do just that. To encourage more folks to do the same, the Budget includes a monthly stipend for those who volunteer to answer the call for help. Stipends up to \$500 and \$250 are provided for full and part-time employee volunteers, respectively.

Lastly, the General Fund will transfer dollars to the Capital Fund at the end of next year. This revenue will provide for needed capital projects, like our annual Road Program. The transfer is budgeted at \$925,000.

## CAPITAL FUND

The Township will undertake sizable capital projects in the coming year. At the top of the list is the annual Road Program. The Township will continue to provide an augmented resurfacing program, which will help to keep our roads in good condition, maximizing the useful life of the network. The Capital Fund will provide \$498,000 toward the Road Program, which, when coupled dollars from our Liquid Fuels Fund, will provide a \$876,000 road program in 2020. And recall this doesn't include soft costs – like design, bidding and inspections – or the many smaller fixes made by our Public Works Department throughout the year.

In addition, the Capital Fund also funds an expansion of the storm sewer system in the Adair Drive neighborhood, the replacement of two culverts on Berks Road, and bridge and roadside safety improvements.

Lastly, the Capital Fund provides for the replacement of Public Works vehicles and equipment that have reached the end of their useful life – including the replacement of a 2008 dump truck, and a 2008 mower.

## SEWER FUND

In 2017 the Township contracted with a new wastewater operator, and since this time operations at our two wastewater plants and six pumping stations are running very well. As you recall our contract provides for the direct billing of sludge removal, testing and chemical purchases. To date the arrangement has proven effective in lowering these expenses.

As to sewer rates, the Budget presently includes a one-half of one percent increase to residential and commercial rates in 2020, which translates to an approximate \$0.25 per month increase for each home on the Township system.

The Sewer Fund also provides \$100,000 for capital improvements throughout the coming year. Just like our roadway network, the sanitary sewer system requires regular upkeep to maximize the useful life of its many components.

## STATE (LIQUID FUELS) FUND

2018 was the fifth and final year of increased Liquid Fuel allocations under Act 89, the so-called "gas tax" bill. During this time the Township's annual allocation increased about 40%, when controlled for the roads added to our inventory.

Unfortunately, a majority of municipalities, Worcester included, will take a step back in this important roadway funding in the coming year. PennDOT recently announced its estimated 2020 allocations, and Worcester will see an approximate 4.5% decrease, or about \$17,000, to \$363,000. Neighboring municipalities will see similar decreases.

For many municipalities, the annual Liquid Fuels allocation is the annual road maintenance budget. So when the Liquid Fuels allocation decreases, so does the road program. Our community doesn't adopt this approach. Worcester does not assume that the annual Liquid Fuels allocation is adequate to meet our real road maintenance needs. As such, we budget additional dollars in both the General Fund and the Capital Fund to meet this obligation. In addition, Worcester maintains a modest reserve in its Liquid Fuels Fund, and these reserve dollars will be used to offset the decrease to our 2020 allocation.

Sincerely,



Tommy Ryan.  
Township Manager.

## Taxes

The **earned income tax** is Worcester's primary revenue source. This tax is assessed on all earned income – such as wages, salaries and commissions – and this tax is proposed to remain assessed at the rate of one-half of one percent (0.5%) in 2020. The tax is not assessed on Social Security benefits, pension payments, retirement fund distributions, investment earnings or unemployment compensation. Beginning in 2010 the State required the collection of the earned income tax to be undertaken on a county-wide basis. This receipt is projected to remain relatively flat in the coming year.



A **real estate transfer tax**, at the rate of one-half of one percent (0.5%), is assessed on the sale of real property. There is no proposed change to this tax rate in 2020. This receipt fluctuates with the number and price of properties sold in the Township. 2018 saw the transfer of several larger and higher-priced parcels, which is reflected in the projected revenue for that year. In 2020 new home sales will continue at the Whitehall Estates and Reserve at Center Square developments, and the budgeted tax receipts from these sales is \$80,000. The Budget include an additional \$275,000 in “base” real estate transfer tax receipts, which includes the annual sale of existing homes only, under average real estate market conditions.

Worcester Township boasts the lowest **property tax** in Montgomery County. The Township's property tax is levied at 0.05 mills, and there is no proposed change to this tax rate in 2020. The owner of a property in Worcester Township that is assessed at \$400,000 pays \$20 in property tax to the Township. This same owner pays \$1,539 in property tax to Montgomery County (3.849 mills), and \$12,151 in property tax to the Methacton School District (30.3781 mills).

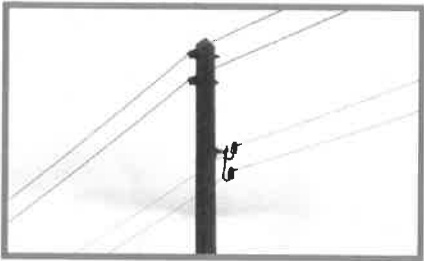
The Budget eliminates the **per capita tax**. This tax was assessed at the rate of \$1 per adult residing in the Township.

Taxes	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
property, current	301-100	\$ 46,847.69	\$ 46,480.00	\$ 46,200.00	\$ 46,590.00
property, liened	301-500	\$ 680.63	\$ 500.00	\$ 490.00	\$ 500.00
property, interim	301-600	\$ 153.66	\$ 250.00	\$ 880.00	\$ 250.00
per capita, current	310-010	\$ 5,447.77	\$ 5,100.00	\$ 5,400.00	\$ -
per capita, delinquent	310-030	\$ 980.28	\$ 945.00	\$ 1,075.00	\$ -
real estate transfer	310-100	\$ 448,066.94	\$ 275,000.00	\$ 317,000.00	\$ 355,000.00
earned income	310-210	\$ 2,600,946.15	\$ 2,550,000.00	\$ 2,565,000.00	\$ 2,550,000.00
earned income, prior year	310-220	\$ -	\$ 100.00	\$ -	\$ 50.00
		\$ 3,103,123.12	\$ 2,878,375.00	\$ 2,936,045.00	\$ 2,952,390.00

# GENERAL FUND

## Licenses & Permits

As permitted by Federal Law, the Township assesses a 5% tax on the gross receipts of cable television companies that have installed transmission lines within public rights-of-way. At this time two companies, Comcast and Verizon, pay this **franchise fee** to the Township. The franchise fee is paid on a quarterly basis, and while the Township has seen modest increases in this receipt in recent years, the Budget assumes this revenue will remain flat in the coming year.



A **road opening permit** is required whenever a public street is opened to service a utility line or for any other reason. This permit fee provides for the administrative expense to issue the permit, and any inspection costs are paid by an escrow posted by the individual or company doing the work.

Modest receipts are generated by **sign permits**, **yard sale permits** and **solicitation permits**. These permits are required to help maintain our community's higher quality of life.

Licenses & Permits	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
franchise fees	321-800	\$ 227,243.79	\$ 228,000.00	\$ 226,000.00	\$ 225,000.00
road opening permits	322-820	\$ 250.00	\$ 300.00	\$ 780.00	\$ 300.00
sign permits	322-900	\$ 315.00	\$ 125.00	\$ 160.00	\$ 125.00
yard sale permits	322-910	\$ 65.00	\$ 50.00	\$ 135.00	\$ 50.00
solicitation permits	322-920	\$ 750.00	\$ 250.00	\$ 220.00	\$ 250.00
		\$ 228,623.79	\$ 228,725.00	\$ 227,295.00	\$ 225,725.00

# GENERAL FUND

## Fines & Forfeits

The District Magistrate collects **court fines** (ordinance violations) for citations issued by the Pennsylvania State Police and the Worcester Township Codes Department. This revenue is projected to remain flat in 2020.



In 2012 the Commonwealth adopted a law that eliminated the sharing of vehicle code violation revenues with municipalities that utilize Pennsylvania State Police services. This revenue source is not expected to be restored in the foreseeable future.

Fines & Forfeits	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
ordinance violations	331-120	\$ 4,319.89	\$ 2,900.00	\$ 2,950.00	\$ 2,600.00
		\$ 4,319.89	\$ 2,900.00	\$ 2,950.00	\$ 2,600.00

## Interest & Rents

The Township invests its funds in interest-bearing instruments and accounts, in accordance with State Law and best management practices. Earnings fluctuate upon the interest rate received, a rate that is governed by many factors. Today's lower **interest** rates are projected to remain at this lower level throughout 2020. Beginning in 2017 the Township posted its operating and capital reserves in the Capital Fund, and began to utilize the General Fund to provide for day-to-day operating expenses only. As such most interest income is booked to the Capital Fund.



**Rents and royalties** include receipts from the rental of the Township's Community Hall and a Township-owned single-family home located on Hollow Road.

The Township owns two properties on which **cell towers** are constructed. Tower owners lease the ground from the Township, and the owners also pay to the Township a portion of the rent paid by the owners of communication arrays that are mounted on the towers.

Interest & Rents	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
interest	341-000	\$ 7,692.74	\$ 720.00	\$ 1,030.00	\$ 960.00
rents & royalties	342-000	\$ 18,670.26	\$ 19,474.73	\$ 19,700.00	\$ 19,435.00
cell tower rental	342-120	\$ 161,124.36	\$ 154,374.48	\$ 167,500.00	\$ 166,668.00
		\$ 187,487.36	\$ 174,569.21	\$ 188,230.00	\$ 187,063.00



# GENERAL FUND

## Intergovernmental Revenue

The General Fund includes revenue from **grants** for operating projects only, and only after the grants have been awarded. Grant dollars received for capital projects, such as park acquisitions and trail construction, are booked to the Capital Fund.



The Township receives fees for each of three liquor licenses issued in Worcester, and additional fees upon a license transfer. The 2020 Budget assumes no change to either the **alcohol license fee** rate or the number of licenses issued in the Township.

The Commonwealth assesses a **foreign fire** insurance tax on certain insurance policies, and earmarks a portion of these funds to support volunteer fire company relief associations. The funds are remitted to the Township, and the Township is required to forward all dollars received to the local fire relief association, which in our community is the Worcester Volunteer Fire Department Relief Association. This annual aid increased by 8% in 2019, after decreases in 2017 and 2018. The 2020 allocation, to be announced in the fall of 2020, is assumed to equal the 2019 allocation.

The Commonwealth likewise assesses a **foreign casualty** insurance tax on certain insurance policies, and earmarks a portion of these funds to support public employee pension plans. In 2017 the Township established a defined-contribution pension plan for all new hires. The plan is significantly more modest than the Township's defined-benefit pension plan, and will save taxpayers considerable dollars in the coming years.

Intergov. Revenue	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
grants	354-090	\$ -	\$ -	\$ -	\$ -
utility realty tax	355-010	\$ 2,592.76	\$ 2,592.76	\$ 2,592.76	\$ 2,333.57
alcohol license fees	355-040	\$ 800.00	\$ 600.00	\$ 1,000.00	\$ 600.00
foreign casualty	355-050	\$ 54,656.27	\$ 51,528.27	\$ 51,204.99	\$ 51,204.99
foreign fire	355-070	\$ 85,932.76	\$ 85,932.76	\$ 92,384.65	\$ 92,384.65
		\$ 143,981.79	\$ 140,653.79	\$ 147,182.40	\$ 146,523.21

# GENERAL FUND

## Charges for Services

The Budget assumes no significant **land development** applications will be submitted in 2020. The Budget also includes the submission of one **Conditional Use** application and sixteen **Zoning Hearing Board** applications.



**Building permit fees** are budgeted to increase to \$129,000 from the \$111,000 projected to be received in 2019. The increase is attributable to new home construction at the Whitehall Estates and the Reserve at Center Square developments. In addition, the Budget includes building permit fees attributable to existing residential properties, and does not include any fees for significant improvements to commercial properties. A similar increase is budgeted for **zoning permit fees**.

The Budget assumes modest growth in Pennsylvania Recreation and Park Society (**PRPS**) **ticket sales**. The municipal recreation consortium, to which Worcester is a member, ended its **park trips** program in 2018 due to a lack of enrollment. This program is not expected to return in the foreseeable future.

Charges for Services	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
land development fees	361-300	\$ 4,250.00	\$ 3,000.00	\$ 2,000.00	\$ 2,800.00
Conditional Use fees	361-330	\$ -	\$ 1,350.00	\$ 1,600.00	\$ 1,250.00
Zoning Hearing Board fees	361-340	\$ 10,700.00	\$ 13,300.00	\$ 10,050.00	\$ 11,800.00
zoning amendment fees	361-350	\$ -	\$ -	\$ -	\$ -
map & publication sales	361-500	\$ 6.00	\$ 5.00	\$ -	\$ 5.00
building permit fees	362-410	\$ 150,791.00	\$ 80,000.00	\$ 111,000.00	\$ 129,000.00
zoning permit fees	362-420	\$ 20,090.00	\$ 11,100.00	\$ 16,375.00	\$ 13,000.00
commercial U&O fees	362-450	\$ -	\$ 380.00	\$ -	\$ 190.00
driveway permit fees	362-460	\$ 225.00	\$ 180.00	\$ 280.00	\$ 240.00
PRPS ticket sales	367-400	\$ 2,444.08	\$ 4,500.00	\$ 4,050.00	\$ 4,100.00
sports & lesson fees	367-408	\$ 3,577.00	\$ 6,150.00	\$ 5,250.00	\$ 5,600.00
park trips	367-409	\$ -	\$ -	\$ -	\$ -
		\$ 192,083.08	\$ 119,965.00	\$ 150,605.00	\$ 167,985.00

# GENERAL FUND

## Miscellaneous Revenue

**Park miscellaneous** revenue includes pavilion and field rental fees. Field rental fees were enacted in 2016 to offset a portion of the increased costs to maintain the Township's athletic fields. This receipt also includes sponsorships and exhibitor fees for Worcester Community Day.

Most of the **miscellaneous income** received in previous years consisted of State and Federal aid for declared snow disasters.

**Service charge fees** are collected on payments made by credit card. The fee charged is equal to the actual amount charged by the credit card companies.



Miscellaneous Revenue	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
park miscellaneous	367-420	\$ 19,092.43	\$ 15,050.00	\$ 19,670.00	\$ 15,950.00
miscellaneous income	381-000	\$ 6,944.38	\$ 500.00	\$ 5,675.00	\$ 1,000.00
service charge fees	381-001	\$ 296.50	\$ 300.00	\$ 260.00	\$ 300.00
		\$ 26,333.31	\$ 15,850.00	\$ 25,605.00	\$ 17,250.00

## Other Financing

The Township manages escrow accounts for active land developments and other construction projects. The dollars in these accounts ensure the completion of any public improvements (i.e., roads, sidewalks, stormwater basins) included in each project. Escrow funds are released as improvements are completed, and Worcester assesses an **escrow administration** fee for each release processed by Township staff.

In past years the Township included capital expenditures in the General Fund, and provided an **interfund transfer** from the Capital Fund to the General Fund to meet these expenses. In 2017 the Township began to budget capital expenditures in the Capital Fund, thus eliminating the need for this transfer.

Other Financing	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
escrow administration	383-200	\$ 610.00	\$ 500.00	\$ 1,260.00	\$ 525.00
interfund transfer	392-300	\$ -	\$ -	\$ -	\$ -
		\$ 610.00	\$ 500.00	\$ 1,260.00	\$ 525.00

# GENERAL FUND

## Legislative

This Department provides for the Worcester Township Board of Supervisors, and related expenses. The Board consists of three Members, each elected to an at-large six-year term at municipal elections held in odd-numbered years.



The Board of Supervisors establishes policy, sets levels of public services, adopts an annual budget, and enacts tax rates. In addition, the Board of Supervisors leads several important planning efforts and improvement projects, including the development of a parks system and the adoption of a Comprehensive Plan and Open Space Plan.

Each Supervisor receives a \$2,500 annual stipend and **benefits**, which includes health insurance, as permitted by State law. Worcester Township is a member of a multi-municipal non-profit health insurance trust, an arrangement that has helped to control health care expenses in recent years. In 2017 and 2018 premiums increased by 2% and 4, respectively, there was no increase in 2019, and there will be a modest decrease in 2020. In 2017 the Township established a high-deductible health care plan that provides quality coverage for employees, at a reasonable cost to taxpayers.

**Consultant services** include the fee paid to the Township's appointed auditor. This budget item also includes planning services provided by the Montgomery County Planning Commission (MCPC). In 2017 the Township renegotiated its contract with the MCPC due to a decrease in land development activities. The truncated service arrangement will continue in the coming year, and will save the Township an approximate \$9,000 in 2020.

The Supervisors attend educational **meetings and seminars** throughout the year, to discuss issues that affect our community, and to learn about ways to improve our municipal operations. Many of the meetings and seminars are conducted by the Pennsylvania State Association of Township Supervisors (PSATS) and the Montgomery County Association of Township Officials (MCATO).

The Budget also funds membership **dues** to PSATS, MCATO and similar organizations.

Legislative	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
payroll	400-110	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
benefits	400-150	\$ 52,470.96	\$ 54,944.82	\$ 52,500.00	\$ 49,267.86
consultant services	400-312	\$ 25,670.50	\$ 27,496.00	\$ 25,100.00	\$ 30,574.00
mileage reimbursement	400-337	\$ 209.28	\$ 400.00	\$ -	\$ 400.00
dues & subscriptions	400-420	\$ 2,604.00	\$ 4,125.00	\$ 4,050.00	\$ 4,425.00
meetings & seminars	400-460	\$ 4,199.02	\$ 4,700.00	\$ 3,800.00	\$ 4,975.00
		\$ 92,653.76	\$ 99,165.82	\$ 92,950.00	\$ 97,141.86

# GENERAL FUND

## Management

This Department provides for the Office of the Township Manager, which includes one full-time employee, the Township Manager.

The Township Manager is appointed by the Board of Supervisors, and serves as the municipality's chief administrative officer. The Township Manager oversees the day-to-day operations of all Township Departments, and prepares information for meetings of the Board of Supervisors. The Township Manager drafts the annual Budget, and implements the adopted Budget. And while the Township Manager's salary is determined by the Board of Supervisors, in 2017 the Township Manager recommended his salary be capped at its current level, absent an annual one-half of one percent cost of living adjustment that is applied to the recommended salary ranges for all Township positions.



While the Township Manager's salary is determined by the Board of Supervisors, in 2017 the Township Manager recommended his salary be capped at its current level, absent an annual one-half of one percent cost of living adjustment that is applied to the recommended salary ranges for all Township positions.

Previous year budgets booked one-half of the Township Manager's salary in this category, and one-half of the salary to the Codes Department. Beginning in 2017 the Township Manager's entire salary was booked to this Department.

Previous year budgets also included a portion of salary paid to an Assistant Township Manager. The Township eliminated this position in 2016, and reassigned the position's duties to other staff, for an approximate \$80,000 annual savings.

In lieu of the use of a Township vehicle, the Township Manager utilizes a personal vehicle for Township business, and receives a fixed monthly stipend for **mileage reimbursement**, fuel, maintenance and all insurances.

The Township Manager attends educational **meetings and seminars** throughout the year, including those conducted by the Pennsylvania State Association of Township Supervisors, the Montgomery County Association of Township Officials, and the Association of Pennsylvania Municipal Managers.

Management	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
payroll	401-120	\$ 135,727.88	\$ 136,356.39	\$ 136,350.00	\$ 137,037.78
benefits	401-150	\$ 52,888.43	\$ 55,942.56	\$ 55,100.00	\$ 52,622.38
consultant services	401-312	\$ 3,550.00	\$ 5,000.00	\$ 3,170.00	\$ 5,600.00
mobile phone	401-321	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
mileage reimbursement	401-337	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
meetings & seminars	401-460	\$ 769.30	\$ 2,175.00	\$ 600.00	\$ 2,075.00
		\$ 198,335.61	\$ 204,873.95	\$ 200,620.00	\$ 202,735.16

# GENERAL FUND

## Finance

This Department provides for the Office of the Finance Director, which includes one full-time employee, the Finance Director.

The Finance Director is responsible for accounts receivable and payable, the administration of payroll, and the management of various benefit programs. The Finance Director works to identify, implement and maintain sound financial practices, and to ensure an accurate accounting of all public funds at all times. The Finance Director also serves as the Acting Township Manager when the Township Manager is unavailable to address any matter that requires immediate attention.

The Finance Director attends educational **meetings and seminars** throughout the year, including that conducted by the Pennsylvania State Association of Township Supervisors and the Delaware Valley Insurance Trust. The Budget provides additional funds for continuing education for this position.



Finance	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
payroll	402-120	\$ 68,515.12	\$ 70,163.60	\$ 50,900.00	\$ 72,268.92
benefits	402-150	\$ 28,566.10	\$ 25,546.29	\$ 26,600.00	\$ 27,262.76
mobile phone	402-321	\$ 300.00	\$ 300.00	\$ 200.00	\$ 300.00
mileage reimbursement	402-337	\$ 121.76	\$ 300.00	\$ 120.00	\$ 300.00
meetings & seminars	402-460	\$ 90.50	\$ 750.00	\$ 225.00	\$ 750.00
		\$ 97,593.48	\$ 97,059.89	\$ 78,045.00	\$ 100,881.68

# GENERAL FUND

## Tax Collection

This Department provides for the elected and appointed tax collectors.

The elected tax collector collects property taxes only, and the Township pays 5% on the amount collected. The Township provides **office supplies** for the elected tax collector, and also pays a portion of tax bill mailing expenses.



The appointed tax collector collects the earned income tax. This firm is appointed by the Montgomery County Tax Collection Committee (MCTCC), in which the Township is a member municipality. The MCTCC pays the firm 1.2% on the amount collected (**professional services**), which is deducted from the funds remitted to the Township. The Township also pays a share of the MCTCC operating budget that is proportional to the Township's receipts relative to that of the other members. This share is approximately \$300.

Tax Collection	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
payroll	403-110	\$ 2,326.38	\$ 2,361.50	\$ 2,350.00	\$ 2,367.00
benefits	403-150	\$ 177.97	\$ 180.89	\$ 180.00	\$ 181.31
office supplies	403-210	\$ 1,787.86	\$ 4,740.00	\$ 4,450.00	\$ 5,240.00
professional services	403-310	\$ 30,234.99	\$ 30,601.20	\$ 30,780.00	\$ 30,600.60
		\$ 34,527.20	\$ 37,883.59	\$ 37,760.00	\$ 38,388.91

# GENERAL FUND

## Legal

This Department provides for the Township’s legal services. The Township Solicitor, appointed by the Board of Supervisors, represents the municipality in most legal matters. Due to the volume of legal assistance required on an average annual basis, the Township contracts for legal services rather than staffing in-house counsel, an arrangement that lowers total legal-related expenses.



The Solicitor reviews contracts, ordinances and policy documents prior to their adoption by the Board of Supervisors, and provides legal advice to the Board of Supervisors and Township Manager. The Solicitor also supports the Township’s Open Records Officer to meet the requirements of the Commonwealth’s Right-to-Know (RTK) Law.

Legal	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
general services	404-310	\$ 62,037.92	\$ 69,000.00	\$ 59,500.00	\$ 67,800.00
RTK services	404-320	\$ 5,363.50	\$ 6,000.00	\$ 13,900.00	\$ 6,000.00
		\$ 67,401.42	\$ 75,000.00	\$ 73,400.00	\$ 73,800.00



# GENERAL FUND

## Clerical

This Department provides clerical support to Township operations, and includes two full-time employees, the Administrative Assistant and the Receptionist, and one part-time employee, the File Clerk.



In 2019 the Receptionist position was made a full-time position. In recent years the Township struggled to find one individual able to work in a part-time capacity for a substantive length of time. A full-time Receptionist allows the coverage and consistency needed to provide dependable customer service at the Township Building.

The Administrative Assistant is trained to serve as a back-up to the Finance Director position. The Budget provides funds for continued finance-related education, in **meetings and seminars**.

The Budget also provides additional funds to provide enhanced IT services for the Township's **computer** network. A growing number of municipalities are falling prey to ransomware and similar threats, and Worcester is investing the dollars needed to enhance its network security. The Budget also provides for annual software license fees.

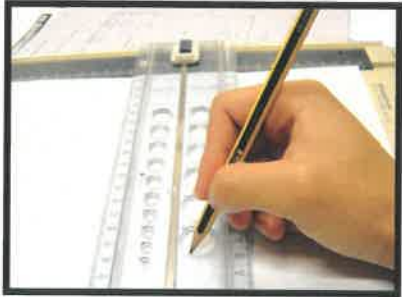
The Budget provides for contracted **payroll services**, and for general **office supplies**. Budgeted **postage** funds provide for all mailings that are not sewer bills or the Township newsletter, which are funded by the Sewer Fund and General Fund line item code 459.340, respectively.

**Advertisements** include legal ads the Township is required to publish by State Law in advance of select meetings and scheduled actions of the Board of Supervisors. State Law also mandates that the advertisements be published in certain newspapers, and these newspapers, in turn, charge hefty publication fees. To help offset this cost the Township Manager drafts most legal ads, and submits these to the Township Solicitor for edit, in lieu of having the Township Solicitor draft original ads.

Clerical	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
payroll	405-140	\$ 71,394.15	\$ 88,798.88	\$ 89,200.00	\$ 107,040.69
benefits	405-150	\$ 42,643.91	\$ 46,339.23	\$ 51,250.00	\$ 62,955.92
office supplies	405-210	\$ 5,464.20	\$ 6,000.00	\$ 5,850.00	\$ 6,000.00
payroll services	405-310	\$ 15,156.44	\$ 14,850.00	\$ 14,950.00	\$ 15,600.00
telephone	405-321	\$ 3,507.23	\$ 4,305.00	\$ 3,300.00	\$ 4,425.00
postage	405-325	\$ 3,986.62	\$ 4,370.00	\$ 3,720.00	\$ 4,345.00
auto allowance	405-337	\$ 217.57	\$ 240.00	\$ 325.00	\$ 300.00
advertisement	405-340	\$ 4,123.33	\$ 8,100.00	\$ 5,400.00	\$ 7,200.00
meetings & seminars	405-460	\$ 205.20	\$ 1,650.00	\$ 1,375.00	\$ 1,650.00
computer expense	405-465	\$ 31,803.36	\$ 41,917.00	\$ 38,300.00	\$ 70,332.00
other expense	405-470	\$ 6,737.81	\$ 7,704.00	\$ 4,600.00	\$ 7,500.00
		\$ 185,239.82	\$ 224,274.11	\$ 218,270.00	\$ 287,348.61

## Engineering

This Department provides for the Township's engineering services. The Township Engineer, appointed by the Board of Supervisors, reviews subdivision and land development plans, assesses proposed public improvements, determines the appropriate amount of escrow releases, and provides guidance on the design and construction of certain Township improvements.



As a service to our community, the Township Engineer hosts weekly office hours at the Township Building. Residents may schedule an appointment to discuss stormwater matters, grading issues, or any property concern that is normally addressed by the Township Engineer. This service is available to Township residents at no cost.

The Budget provides an additional \$9,000 for grant support services. The Township Engineer's expertise is required for the proper completion of many grant applications.

Engineering	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
engineering services	408-310	\$ 19,921.05	\$ 37,000.00	\$ 20,750.00	\$ 34,750.00
		\$ 19,921.05	\$ 37,000.00	\$ 20,750.00	\$ 34,750.00

# GENERAL FUND

## Township Building

This Department provides for the operation of the Township Building. The Township Building was designed to facilitate the efficient delivery of the public services. Proper operation and maintenance of the Township Building is required so to ensure the facilities do not become a burden to taxpayers.

**Utilities** include electric, water and internet service, as well as heating oil and propane gas, which is used for the back-up generator. In addition to providing for HVAC system preventative maintenance and cleaning services, **maintenance and repairs** fund parking lot light fixes as may be needed.

The **other expenses** line item has been revised to include expenses that were posted to other line items in previous year budgets. As this line item appears in several Budget Departments, the change will help to standardize the posting of these expenses.



Township Building	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
utilities	409-136	\$ 8,542.65	\$ 10,212.00	\$ 7,500.00	\$ 10,428.00
maintenance & repairs	409-137	\$ 14,044.52	\$ 16,296.00	\$ 14,900.00	\$ 17,376.00
alarm service	409-142	\$ 2,611.25	\$ 3,636.00	\$ 2,650.00	\$ 3,720.00
other expenses	409-147	\$ 1,508.43	\$ 2,460.00	\$ 1,150.00	\$ 2,460.00
		\$ 26,706.85	\$ 32,604.00	\$ 26,200.00	\$ 33,984.00

# GENERAL FUND

## Garage

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This Department provides for the operation of the Public Works Garage complex. The complex includes a small administrative building that includes the office of the Public Works Director, a locker room and a lunch room for the Public Works team. The complex also includes a six-bay building in which vehicles, equipment and tools are stored. In 2016 the Township constructed a salt storage building with vehicle wash bay, and in 2019 the Township constructed a two-bay building that accommodates additional vehicles and equipment.

**Utilities** include electric, water and internet service, as well as propane gas, which is used for heating. In addition to providing for HVAC system preventative maintenance and regular cleaning services, **maintenance and repairs** fund trash and recycling services.

The **other expenses** line item has been revised to include expenses that were posted to other line items in previous year budgets. As this line item appears in several Budget Departments, the change will help to standardize the posting of these expenses.

Garage	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
utilities	409-236	\$ 13,711.62	\$ 14,592.00	\$ 14,200.00	\$ 15,480.00
maintenance & repairs	409-237	\$ 7,132.70	\$ 9,624.00	\$ 9,050.00	\$ 10,164.00
alarm service	409-242	\$ 1,069.25	\$ 1,608.00	\$ 1,190.00	\$ 1,608.00
other expenses	409-247	\$ 1,102.89	\$ 1,440.00	\$ 925.00	\$ 1,440.00
		\$ 23,016.46	\$ 27,264.00	\$ 25,365.00	\$ 28,692.00

# GENERAL FUND

## Community Hall

This Department provides for the operation of the Township's Community Hall, which is located in Fairview Village. Meetings for the Board of Supervisors, Planning Commission and Zoning Hearing Board are held at Community Hall. The Township allows a local scout troop to utilize the basement level. Township residents, business and organizations are able to rent Community Hall for meetings and other events, for a modest fee.



**Utilities** include electric, water and telephone service, as well as oil, which is used for heating. In addition to providing for HVAC system preventative maintenance and cleaning services, **maintenance and repairs** funds minor fixes to the property's parking lot and landscaping.

Community Hall	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
utilities	409-436	\$ 4,483.81	\$ 4,500.00	\$ 5,200.00	\$ 5,700.00
maintenance & repairs	409-437	\$ 4,576.35	\$ 5,112.00	\$ 3,950.00	\$ 5,556.00
other expenses	409-447	\$ 482.13	\$ 600.00	\$ 425.00	\$ 600.00
		\$ 9,542.29	\$ 10,212.00	\$ 9,575.00	\$ 11,856.00

## Historical Building

This Department provides for the operation of the Farmers' Union Hall, which is located in Center Point Village. The Township leases this property to the Worcester Historical Society.



**Utilities** include water and heating oil. The Historical Society pays a portion of the annual heating oil expense. In addition to providing for HVAC system preventative maintenance, **maintenance and repairs** funds minor fixes to the building.

Historical Building	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
utilities	409-536	\$ 4,258.81	\$ 4,183.00	\$ 4,500.00	\$ 4,261.00
maintenance & repairs	409-537	\$ 297.00	\$ 1,932.00	\$ 750.00	\$ 1,932.00
		\$ 4,555.81	\$ 6,115.00	\$ 5,250.00	\$ 6,193.00

# GENERAL FUND

## Hollow Road Rental

This Department provides for the operation of a single-family rental property owned by the Township. The Township currently leases this property.

The tenant pays all **utilities**; the dollars included in the Budget are for utilities that may need to be maintained during a time of vacancy between tenants. **Maintenance and repairs** funds HVAC system maintenance, and any required capital fixes to the property.



Hollow Road Rental	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
utilities	409-636	\$ -	\$ 250.00	\$ -	\$ 250.00
maintenance & repairs	409-637	\$ 1,356.20	\$ 4,032.00	\$ 1,750.00	\$ 4,032.00
		\$ 1,356.20	\$ 4,282.00	\$ 1,750.00	\$ 4,282.00

## Springhouse

This Department provides for the operation of the Springhouse. The Springhouse is located along the Zacharias Trail, near the intersection of Hollow Road and Heebner Road. The structure is currently vacant.



**Maintenance and repairs** fund any required fixes to the structure.

Springhouse	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
maintenance & repairs	409-737	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
		\$ -	\$ 1,000.00	\$ -	\$ 1,000.00

## Fire Protection

This Department provides for Township and State contributions to the Worcester Volunteer Fire Department, our community's all-volunteer emergency service provider.



### WVFD contributions include:

- A Township contribution in the amount of \$151,950 for general operating assistance. This amount represents a 5% increase in the operating assistance provided in 2019.
- A Township contribution in the amount of \$100,000 to offset the Fire Department's purchases of capital items such as fire engines, radios and life-saving equipment.
- A Township contribution in the amount of \$8,000 to help provide preventative maintenance services for Fire Department apparatus. Preventative maintenance services include annual tests on ladders, pumps and hoses. This contribution, which will help to prolong the useful life of costly equipment, was established in 2017.
- Pass-through funding received from the Commonwealth's Foreign Fire Insurance Tax. The State levies this tax on certain insurance policies, and earmarks a portion of these funds to volunteer fire company relief associations throughout Pennsylvania. The funds are received by the Township, and the Township remits all dollars to the Worcester Volunteer Fire Department Relief Association. This annual aid increased by 8% in 2019, after decreases in 2017 and 2018. The 2020 allocation, to be announced in the fall of 2020, is assumed to equal the 2019 allocation.

This Department also funds **hydrant rental** fees charged by the North Penn Water Authority, the Pennsylvania American Water Company and Aqua. These three utilities own and maintain 231 hydrants in the Township.

Fire Protection	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
hydrant rentals	411-380	\$ 24,939.26	\$ 26,667.00	\$ 25,400.00	\$ 27,426.00
WVFD contributions	411-540	\$ 306,757.76	\$ 339,347.76	\$ 339,000.00	\$ 353,034.65
		\$ 331,697.02	\$ 366,014.76	\$ 364,400.00	\$ 380,460.65

## Code Enforcement

This Department provides ordinance and building code enforcement programs, and includes one full-time employee, the Codes Clerk, one part-time employee, the Fire Marshal, and a consultant, a third-party (consultant) building inspector.



The **Fire Marshal** position is budgeted for ten hours per week. The Fire Marshal investigates open burning complaints, manages the Township's fire alarm registration program, reviews land development plans to ensure the proper location of fire hydrants and emergency access lanes, and supports various safety-related efforts.

The Codes Clerk manages the permitting process, which includes the administrative review of zoning and building permit applications, the scheduling of required inspections, and the keeping of an accurate record of improvements made to properties in the Township. In past years the Department funded a portion of the Township Manager salary. Beginning in 2017 the Township Manager salary was booked to General Fund line item code 401.120.

**Supplies** provides for the Township's annual codification needs. Approximately once each year the Township publishes an update to its Code, which encompasses the legislation enacted subsequent to the previous codification. This approach provides a modest savings over the codification of ordinances at the time each ordinance is adopted.

**Consultant services** fund the Township's building inspector, a consultant. The Township contracts for this service because the demand for inspections doesn't warrant the hire of a full-time employee, and because this demand fluctuates with the real estate market and the seasons. In 2016 the Township established a truncated building inspection schedule that offers additional inspection hours during peak construction season (summer), and fewer hours when building activity is traditionally slower (winter). This arrangement encourages a more efficient scheduling of inspections, which saves money.

Code Enforcement	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Fire Marshal payroll	413-110	\$ 6,777.78	\$ 11,338.65	\$ 6,850.00	\$ 11,681.44
Fire Marshal benefits	413-110-150	\$ 811.34	\$ 1,384.54	\$ 825.00	\$ 4,410.80
Codes payroll	413-140	\$ 41,591.13	\$ 41,907.61	\$ 41,900.00	\$ 44,656.68
Codes benefits	413-150	\$ 19,122.65	\$ 16,104.84	\$ 16,300.00	\$ 21,665.86
supplies	413-210	\$ 1,817.74	\$ 17,655.00	\$ 12,250.00	\$ 10,555.00
consultant services	413-312	\$ 41,282.00	\$ 80,356.64	\$ 44,750.00	\$ 81,604.40
mobile phone	413-321	\$ 651.12	\$ 780.00	\$ 650.00	\$ 720.00
mileage	413-337	\$ 1,333.10	\$ 1,440.00	\$ 1,250.00	\$ 1,320.00
meetings & seminars	413-460	\$ 343.00	\$ 1,300.00	\$ 300.00	\$ 1,300.00
		\$ 113,729.86	\$ 172,267.29	\$ 125,075.00	\$ 177,914.18



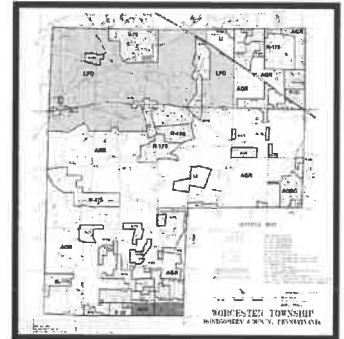
# GENERAL FUND

## Zoning Hearing Board

This Department provides for the operation of the Zoning Hearing Board. The Zoning Hearing Board considers appeals from Zoning Ordinance requirements and decisions of the Zoning Officer.

Zoning Hearing Board Members are appointed by the Board of Supervisors. Members are paid a \$50 stipend for each hearing attended.

The Members appoint a Solicitor who provides legal advice and guidance. State Law requires that the Township fund certain Zoning Hearing Board expenses, and this includes all **legal** fees billed by the Solicitor. If the Township Engineer testifies on behalf of the Township, the Township must also pay these **engineering** fees. Additional **professional services** are provided by a court reporter, and this cost is shared by both the Township and the Applicant appearing before the Zoning Hearing Board.



General support for Zoning Hearing Board operations is provided by Township staff, most notably the Zoning Officer and the Codes Clerk. This support includes drafting legal **advertisements** for the Solicitor's review, and mailing hearing notices.

The higher **legal** fees and related expenses incurred in 2018 were due to the litigation of one Zoning Hearing Board applications received during this year. The litigation concluded in 2019.

Zoning Hearing Board	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
payroll	414-140	\$ 1,350.00	\$ 2,400.00	\$ 2,000.00	\$ 2,400.00
benefits	414-150	\$ 103.37	\$ 183.84	\$ 155.00	\$ 183.84
professional services	414-310	\$ 2,053.00	\$ 4,400.00	\$ 4,850.00	\$ 4,950.00
engineering	414-313	\$ -	\$ 1,500.00	\$ -	\$ 1,500.00
legal	414-314	\$ 22,408.18	\$ 24,000.00	\$ 16,500.00	\$ 28,000.00
conditional use	414-315	\$ -	\$ 2,200.00	\$ 4,100.00	\$ 2,025.00
advertising	414-341	\$ 2,567.40	\$ 4,250.00	\$ 2,825.00	\$ 3,995.00
meetings & seminars	414-460	\$ -	\$ 200.00	\$ -	\$ 200.00
		\$ 28,481.95	\$ 39,133.84	\$ 30,430.00	\$ 43,253.84

**PA One Call**

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This Department provides for services associated with the marking of utility lines in advance of construction activities. The **PA One Call** system is a communications network of property owners, designers, excavators, and utility owners, created to prevent damage to underground facilities, and to reduce injuries to contractors.



Much of the expense is attributable to the marking of facilities in and around Township-owned traffic signals.

PA One Call	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
PA One Call	419-242	\$ 1,814.50	\$ 2,700.00	\$ 1,000.00	\$ 2,700.00
		\$ 1,814.50	\$ 2,700.00	\$ 1,000.00	\$ 2,700.00

# GENERAL FUND

## Public Works

The Public Works Department provides for the maintenance of local roads and municipal-owned properties. The Township maintains about 60 miles of roadways, 25 culverts and bridges, 37 miles of storm sewers and approximately 270 acres of parks and other lands. The upkeep of these facilities is needed to maintain a higher quality of life for all Worcester families.



The Budget funds **payroll** and **benefits** for eight full-time positions, an increase of one full-time position. The additional employee is needed to properly maintaining the growing inventory of Township-owned roads, parks, trails and other facilities. The additional employee will allow also the Township to assume additional “in-house” duties, like project inspections, that have traditionally been contracted to consultants. Utilizing Township staff to complete this work saves considerable dollars. The Budget also funds one part-time employees and, if needed, three seasonal employees.

Public Works employees are provided with Township-issued **uniforms**. In addition, the Public Works Director and the Public Works Foreman are provided with **cell phones**, as these positions are on call to address after-hour problems on roads, in parks and at other Township-owned facilities.

The Budget funds additional training for Public Works employees. In recent years the employees participated in educational **seminars** regarding roadside flagging and the safe operation of commercial vehicles. Since 2018 this important training was provided at no cost by the Delaware Valley Insurance Trust, the Township’s insurance provider.

Public Works	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
payroll	430-140	\$ 374,412.77	\$ 399,650.92	\$ 375,300.00	\$ 433,249.93
benefits	430-150	\$ 214,352.74	\$ 235,838.94	\$ 229,000.00	\$ 255,815.02
uniform rental	430-238	\$ 8,395.26	\$ 10,052.00	\$ 8,500.00	\$ 10,052.00
cell phones	430-326	\$ 1,521.94	\$ 1,500.00	\$ 1,450.00	\$ 1,560.00
meetings & seminars	430-460	\$ 174.15	\$ 1,925.00	\$ 550.00	\$ 1,925.00
other expenses	430-470	\$ 671.53	\$ 2,065.00	\$ 950.00	\$ 1,965.00
		\$ 599,528.39	\$ 651,031.86	\$ 615,750.00	\$ 704,566.95

# GENERAL FUND

## Snow Removal

This Department provides for the winter maintenance of Township roads. And while the Township budgets for a “bad winter” that includes many snow and ice events, actual expenses will depend on weather conditions.



The Budget funds the purchase of approximately 625 tons of anti-skid **materials**... an amount that does not include a 450-ton stockpile that is currently housed in the Public Works salt building. A “normal” 5-inch snowfall requires about 32 tons of salt to treat all Township roads once.

In past years the Township employed a **contractor** for snow removal services in two subdivisions – Milestone and Sunny Brook Estates – and at select roads in the northeast portion of the Township. With the hire of an additional full-time employee in 2020, the Township will assume snow removal operations at these roads.

Snow Removal	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
materials	432-200	\$ 39,940.34	\$ 30,887.50	\$ 32,750.00	\$ 31,675.00
contractor	432-450	\$ 8,201.00	\$ 12,000.00	\$ 1,450.00	\$ -
		\$ 48,141.34	\$ 42,887.50	\$ 34,200.00	\$ 31,675.00

# GENERAL FUND

## Traffic Signals

This Department provides for the operation and repair of traffic signals. The Township owns and maintains twelve traffic signals. In addition the Township funds a percent of five traffic signals that are located on its municipal borders.

The Township Traffic Engineer provides **engineering** services on an as-needed basis.

**Maintenance** services are provided by a contractor who specializes in traffic signal technology and upkeep.



Traffic Signals	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
engineering	433-313	\$ 1,222.50	\$ 6,500.00	\$ 1,250.00	\$ 6,500.00
electricity	433-361	\$ 3,209.62	\$ 3,480.00	\$ 3,300.00	\$ 3,540.00
maintenance	433-374	\$ 12,370.52	\$ 12,600.00	\$ 5,800.00	\$ 11,200.00
		\$ 16,802.64	\$ 22,580.00	\$ 10,350.00	\$ 21,240.00

# GENERAL FUND

## Machinery & Tools

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This Department provides for the maintenance of Public Works vehicles and equipment. The Township maintains a fleet of nine trucks and various pieces of equipment that are needed to properly maintain our community's roadway network, parks and other Township-owned facilities. The Township's philosophy is to maintain its vehicles and equipment until the useful life has been maximized. Replacement vehicles and equipment are bought only when the useful life is extinguished, and when a replacement purchase is warranted.



**Vehicle maintenance** includes the purchase of tires and parts, and repair services.

This Budget also funds the purchase of **small tools** – such as saws, levels and weed-whackers. Beginning in 2019 funding for **small tool repairs** was included in the **small tools** line item.

Machinery & Tools	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
vehicle maintenance	437-250	\$ 76,776.06	\$ 83,064.00	\$ 49,500.00	\$ 81,660.00
small tools	437-260	\$ 6,709.60	\$ 9,000.00	\$ 7,300.00	\$ 10,500.00
small tool repairs	437-370	\$ 40.28	\$ -	\$ -	\$ -
		\$ 83,525.94	\$ 92,064.00	\$ 56,800.00	\$ 92,160.00

# GENERAL FUND

## Road Maintenance

This Department provides fuels for Public Works vehicles and equipment. The Budget assumes an approximate ten percent increase **gasoline** and **diesel** usage, and a ten percent increase in fuel prices, in the coming year. The ten percent increase in usage accommodates several snow storms during the winter season, as much fuel is needed to operate the plows.



This Department also provides for the purchase of street **signs** and associated hardware.

The Budget includes funds for the materials (**supplies**) used for roadway improvements made throughout the year, such as pothole repair and work to roadside swales. This work is in addition to dollars allocated toward the Township's annual road program.

Beginning in 2017 contracted service for **snow** removal is booked in General Fund line item code 432.450.

In previous Budgets a portion of the Township's annual **road program** expense was booked to this Department. Beginning in 2017 these dollars are provided by the Capital Fund. In total, the Budget provides \$876,000 for the 2020 Road Program, an amount that does not include **engineering** and inspection services. This is a sizable percentage of the annual Budget, and demonstrates the Township's commitment to keeping the community's infrastructure safe and in good repair.

In 2019 the Public Works Department assumed inspection of the annual Road Program, which accounts for the decrease in **engineering** expenses from 2018.

Road Maintenance	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
gasoline	438-231	\$ 5,168.59	\$ 5,050.00	\$ 4,800.00	\$ 5,885.00
diesel	438-232	\$ 21,606.30	\$ 23,665.00	\$ 22,500.00	\$ 25,720.00
signs	438-242	\$ 2,595.01	\$ 3,000.00	\$ 1,900.00	\$ 3,000.00
supplies	438-245	\$ 15,247.55	\$ 39,000.00	\$ 18,600.00	\$ 38,000.00
contractor, snow	438-300	\$ -	\$ -	\$ -	\$ -
engineering	438-313	\$ 52,644.29	\$ 26,900.00	\$ 23,500.00	\$ 22,000.00
contractor, road program	438-370	\$ 7,557.50	\$ 15,300.00	\$ 12,500.00	\$ 15,300.00
		\$ 104,819.24	\$ 112,915.00	\$ 83,800.00	\$ 109,905.00

## Stormwater Management

Stormwater management regulations are among the most costly unfunded mandates forced upon local governments today... an expense that is ultimately assumed by Township residents.

The United States Environmental Protection Agency and the Pennsylvania Department of Environmental Protection have mandated that Worcester Township enact extensive regulations (*totaling about 119 pages*) that affect every property in our community. By these agencies not fully considering the financial impacts of these mandates, a burden has been placed on municipalities and their residents.



The new stormwater regulations took effect in January 2019.

The Township is also required to fund significant stormwater planning and improvement projects. The Budget funds **engineering** expenses the Township will incur to meet this Federal and State mandate. This ongoing expense is projected to increase in the years to come.

Stormwater Management	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
engineering	446-313	\$ 5,426.09	\$ 56,400.00	\$ 19,500.00	\$ 37,500.00
		\$ 5,426.09	\$ 56,400.00	\$ 19,500.00	\$ 37,500.00



# GENERAL FUND

## Recreation Administration

This Department provides for the management of Township's recreation programs. The Department includes one part-time employee, the Recreation Coordinator. In 2017 the Township eliminated the full-time position in this Department.

The Recreation Coordinator attends educational **meetings and seminars** throughout the year, including those conducted by the Pennsylvania Parks and Recreation Society and the Pennsylvania State Association of Township Supervisors.



Recreation Administrator	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
payroll	451-140	\$ 15,779.66	\$ 24,771.50	\$ 18,600.00	\$ 20,417.69
benefits	451-150	\$ 1,792.51	\$ 2,413.50	\$ 2,250.00	\$ 2,080.00
mobile phone	451-326	\$ -	\$ -	\$ -	\$ -
mileage reimbursement	451-337	\$ 56.46	\$ 250.00	\$ 50.00	\$ 200.00
meetings & seminars	451-460	\$ 190.50	\$ 900.00	\$ 50.00	\$ 900.00
		\$ 17,819.13	\$ 28,335.00	\$ 20,950.00	\$ 23,597.69

## Recreation & Culture

Worcester Township provides a number of recreational programs and community events for residents of all ages.

The Township sells **discounted tickets** for admission to area museums, amusement parks and other attractions, through a program managed by the Pennsylvania Parks and Recreation Society. For each ticket purchased the Township receives a small commission. The program is offered as a service to our residents, and not as a revenue generator.



The Township conducts several popular tennis, basketball and soccer **camps and leagues**. In past years the Township participated in a recreation consortium with two neighboring municipalities. In 2018 the consortium ended its **park trips** program due to a lack of enrollment. This program is not expected to return in the foreseeable future.

The Budget also funds Worcester **Community Day**. The event will be held at Heebner Park in the fall of 2020, and will offer something for everyone in the family. Stay tuned for more details!

Lastly, the Budget provides for the Township's annual contribution to the Norristown Library, our community's public **library**. State aid for public libraries has significantly decreased in recent years. Worcester is proud to continue our strong support of our library, and the Budget provides a 5% increase in funding to this important resource.

Recreation & Culture	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
discounted tickets	452-247	\$ 3,412.50	\$ 4,400.00	\$ 3,950.00	\$ 4,000.00
camps & sport leagues	452-248	\$ 2,783.00	\$ 4,700.00	\$ 2,900.00	\$ 4,700.00
trips	452-249	\$ 2,446.73	\$ -	\$ -	\$ -
Community Day	452-250	\$ 12,120.19	\$ 11,800.00	\$ 13,378.00	\$ 11,800.00
library	452-520	\$ 6,615.00	\$ 6,946.00	\$ 6,946.00	\$ 7,294.00
		\$ 27,377.42	\$ 27,846.00	\$ 27,174.00	\$ 27,794.00

# GENERAL FUND

## Parks

This Department provides for the maintenance of the Township's parks system, which includes 120 acres of active and passive parklands, and more than 150 acres of natural open spaces.

**Heebner Park**, our community's signature park (totaling 84 acres) includes athletic fields, basketball and tennis courts, walking trails, playgrounds and pavilions outdoor rental facilities. The Zacharias Trail begins in Heebner Park. The Township is now working to extend this trail to nearby Evansburg State Park.



**Mt. Kirk Park** sports one multi-purpose athletic field and a quarter-mile walking trail. This 7-acre park offers a convenient walking trail that connects to the neighboring Chadwick Place development.

**Sunny Brook Park** is home to two softball fields and one multi-purpose field. While this park is located within a residential subdivision, the park is owned and maintained by the Township.

**Heyser Field** is an equestrian-friendly park located behind Community Hall. Various community and equestrian events are held at the park throughout the year. A 700 linear foot unpaved trail winds through the woods behind the horse ring.

The Budget includes considerable dollars to maintain the athletic fields, pavilions, trails and site amenities. In 2016 the Township enacted a modest field rental fee to recover a portion of this cost. The fee, which includes a sizable discount for community and youth organizations, recovers approximately 10% of the annual cost to maintain these facilities.

The Budget also funds **utilities** (electric and water) in service at Heebner Park and Sunny Brook Park.

Parks	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Heebner Park - utilities	454-436	\$ 2,156.05	\$ 3,024.00	\$ 2,250.00	\$ 3,024.00
Heebner Park - fields	454-437-001	\$ 9,216.10	\$ 16,800.00	\$ 13,000.00	\$ 16,800.00
Heebner Park - expenses	454-437-002	\$ 3,738.24	\$ 8,500.00	\$ 3,800.00	\$ 8,000.00
Mt. Kirk Park - fields	454-438-001	\$ 2,901.30	\$ 3,400.00	\$ 2,700.00	\$ 3,400.00
Mt. Kirk Park - expenses	454-438-002	\$ 569.69	\$ 1,050.00	\$ 750.00	\$ 1,000.00
Sunny Brook Park - fields	454-439-001	\$ 2,912.72	\$ 4,700.00	\$ 3,900.00	\$ 4,700.00
Sunny Brook Park - expenses	454-439-002	\$ 1,425.40	\$ 3,930.00	\$ 1,900.00	\$ 3,930.00
Sunny Brook Park - utilities	454-446	\$ 1,363.27	\$ 1,584.00	\$ 1,400.00	\$ 1,680.00
Heyser Park - horse ring	454-470	\$ -	\$ 500.00	\$ -	\$ 500.00
Heyser Park - expenses	454-471	\$ -	\$ 1,000.00	\$ -	\$ 700.00
trails	454-480	\$ 1,668.24	\$ 4,300.00	\$ 1,900.00	\$ 3,900.00
other parks	454-490	\$ 262.64	\$ 2,000.00	\$ 300.00	\$ 1,000.00
		\$ 26,213.65	\$ 50,788.00	\$ 31,900.00	\$ 48,634.00

# GENERAL FUND

## Public Relations

This Department provides for the publication of the Township’s award-winning **community newsletter**. The quarterly newsletter is mailed to the 3,300 homes and businesses that call Worcester Township home. Township employees prepare the newsletter articles, which lowers production costs.



Township employees also design, publish and distribute an informational packet to new residents.

Public Relations	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
community newsletter	459-340	\$ 18,014.96	\$ 20,300.00	\$ 19,500.00	\$ 20,300.00
other communications	459-341	\$ 5,374.13	\$ 1,300.00	\$ 1,350.00	\$ 1,000.00
		\$ 23,389.09	\$ 21,600.00	\$ 20,850.00	\$ 21,300.00

## Other

The Township pays **real estate taxes** on portions of two properties that are improved with cell towers. The cell tower companies that lease these lands reimburse the Township for the taxes paid. In past years the reimbursements were booked as a General Fund receipt. Beginning in 2018 the reimbursements were credited against this expenditure line item, 481-430.



**Insurances** include premiums paid for property, liability, automotive, inland marine and workers compensation coverages. In 2017 the Township joined a multi-municipal trust that provides all coverages other than workers compensation insurance for volunteer firefighters.

Lastly, the Budget includes a year-end **transfer to the Capital Fund**. This transfer is the Capital Fund’s primary receipt, and these dollars are used to purchase vehicles and equipment, improve Township facilities, and provide for other capital expenditures. In 2017 the Township transferred its operating and capital reserves from the General Fund to the Capital Fund, which is reflected in the larger transfer for this year.

Other	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
real estate taxes	481-430	\$ 6,652.24	\$ -	\$ -	\$ -
insurances	486-350	\$ 111,775.80	\$ 112,252.60	\$ 110,500.00	\$ 117,700.70
transfer to Capital Fund	492-300	\$ 1,865,237.48	\$ 905,987.80	\$ 1,336,558.40	\$ 938,605.98
		\$ 1,983,665.52	\$ 1,018,240.40	\$ 1,447,058.40	\$ 1,056,306.68

# CAPITAL FUND

## Interest

The Township invests its funds in interest-bearing instruments and accounts, in accordance with State Law and best management practices. Earnings fluctuate upon the interest rate received, which is governed by many factors. **Interest** rates are projected to remain at their current modest levels throughout 2020. Beginning in 2018 the Township included its operating and capital reserves in the Capital Fund.



Interest	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
interest	341-000	\$ 186,545.59	\$ 180,000.00	\$ 281,000.00	\$ 240,000.00
		\$ 186,545.59	\$ 180,000.00	\$ 281,000.00	\$ 240,000.00

## Other Government Levels

The Township seeks to obtain Federal, State, County and other grant funding whenever possible. Grant funding is only included in the Budget when a grant has been awarded. At the time the 2020 Budget was prepared the Township had been awarded grants for:



- trail and amenity improvements at Defford Park;
- basin improvements at Defford Park;
- riparian buffer plantings along a portion of the Zacharias Creek;
- installation of a sound barrier along a portion of the Pennsylvania Turnpike;
- design of an improvement plan for Valley Forge Road, between Woodlyn Avenue and Township Line Road / Stump Hall Road; and
- upgrades to certain traffic signals on Valley Forge Road and Germantown Pike.

The sound barrier project is the largest of the grant projects listed above. This project will receive approximately \$1 million in State funding in 2020.

Other Government Level	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
grants	354-351	\$ 45,000.00	\$ 1,352,340.00	\$ 5,000.00	\$ 2,012,540.00
		\$ 45,000.00	\$ 1,352,340.00	\$ 5,000.00	\$ 2,012,540.00

# CAPITAL FUND

## Fees

The Township assesses a **traffic impact fee** against most new development. The dollars collected are used to make improvements to the community's roadway network so to accommodate future traffic that is attributable to development. Traffic impact fees for the Meadowood Grove and the Reserve at Center Square developments were paid in 2018 and in 2019. The Budget does not assume the receipt of like fees in the coming year.



The Budget includes **miscellaneous** revenue from the auction of used Public Works vehicles and equipment. State Law requires municipalities to sell vehicles and equipment by auction, unless the property is sold to another municipality, a volunteer fire company, school district or select other non-profit organizations.

Fees	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
traffic impact fees	363-100	\$ 290,056.37	\$ 14,204.00	\$ 324,882.00	\$ 31,095.85
miscellaneous	381-000	\$ 181,840.01	\$ 2,000.00	\$ 17,800.00	\$ 2,000.00
		<b>\$ 471,896.38</b>	<b>\$ 16,204.00</b>	<b>\$ 342,682.00</b>	<b>\$ 33,095.85</b>

## Transfers In

The Capital Fund's primary receipt is a **General Fund transfer**. A portion of General Fund revenues are earmarked to fund capital reserve accounts that are needed to meet the Township's capital and other long-term needs. Without maintaining adequate reserve accounts, the Township is effectively deferring future obligations to the next generation of Township residents, and this approach is not acceptable.

Often, the actual transfer is about 30% more than the budgeted transfer. This is due to the Township's conservative approach to budgeting. At year's end actual receipts are often more than that budgeted, and actual expenditures less... and the result is a larger transfer.

In 2018 the Township transferred its operating and capital reserves from the General Fund to the Capital Fund, which is reflected in the larger transfer for this year.

Transfers In	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
General Fund transfer	392-010	\$ 1,865,237.48	\$ 905,987.80	\$ 1,338,172.79	\$ 938,605.98
		<b>\$ 1,865,237.48</b>	<b>\$ 905,987.80</b>	<b>\$ 1,338,172.79</b>	<b>\$ 938,605.98</b>

# CAPITAL FUND

## General Government

The Township maintains a computer replacement schedule to ensure workstations, servers, switches and other system components are replaced in a timely fashion. Four workstations and new switches were purchased in 2019; the next scheduled information technology purchase will be made in 2021.



The Budget includes the purchase and installation of a video screen at Community Hall, and these funds are budgeted as **office equipment**.

The Budget provides for Township **building improvements**, including dormer fixes and wood floor resurfacing. Additional dollars are budgeted for emergency repairs and other unforeseen expenses.

General Government	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
investing/CD fees	402-470	\$ -	\$ -	\$ -	\$ -
office equipment	405-720	\$ 53,843.10	\$ 43,000.00	\$ 36,000.00	\$ 12,710.00
building improvements	409-600	\$ 51,491.63	\$ 15,000.00	\$ 18,500.00	\$ 41,200.00
interfund transfer	492-010	\$ -	\$ -	\$ -	\$ -
		<b>\$ 105,334.73</b>	<b>\$ 58,000.00</b>	<b>\$ 54,500.00</b>	<b>\$ 53,910.00</b>

## Public Works

In many municipalities, the annual road maintenance budget is limited to the Liquid Fuel (“gas tax”) dollars received from the Commonwealth. However, this allocation alone is not enough to meet the maintenance demands of a community’s roadway network. Worcester Township recognizes this fact, and budgets additional dollars to supplement these State funds. The Budget provides \$498,000 in supplemental funds (**capital roads**) for the Township’s 2020 Road Program.



The Budget also funds:

- on-road trail improvements at Hollow Road and on the Hollow Road bridge;
- replacement of two culverts at Berks Road;
- extension of the storm sewer system in the Adair neighborhood;
- design of an improvement plan for Valley Forge Road, between Woodlyn Avenue and Township Line Road / Stump Hall Road; and,
- the installation of a sound barrier along a portion of the Pennsylvania Turnpike.

Of the projects listed above, the sound barrier project is the largest. This project, at \$1 million, is funded by a State grant.

The Budget provides for the following **equipment purchases**:

- a zero-turn mower, to replace a 2008 mower; and,
- a CDL dump truck, to replace a 2008 dump truck.

It is also important to note that the Township does not look to replace vehicles and equipment when these items mature from their depreciation schedules. Instead, the Township replaces these items only at the end of their useful life, so to maximize value.

Lastly, the Budget provides the required local matching funds for a grant received to certain **traffic signals** on Valley Forge Road and Germantown Pike.

Public Works	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
capital roads	430-600	\$ 388,385.60	\$ 1,784,600.00	\$ 521,500.00	\$ 3,112,850.00
equipment purchase	430-740	\$ 95,632.78	\$ 411,000.00	\$ 415,000.00	\$ 133,000.00
traffic signs & signals	433-600	\$ 21,068.28	\$ 297,734.00	\$ 22,000.00	\$ 264,200.00
		<b>\$ 505,086.66</b>	<b>\$ 2,493,334.00</b>	<b>\$ 958,500.00</b>	<b>\$ 3,510,050.00</b>



# CAPITAL FUND

## Parks & Recreation

The Budget provides for improvements to three Township parks. A brick patio will be replaced at a Heebner Park pavilion. All-season water fountains will be installed at Heebner Park and Sunny Brook Park. And a rain garden will be installed at Heyser Field. The budget also provides dollars for the replacement of worn amenities throughout the parks system and trail network.



The Budget provides funds for possible **land acquisitions**, including \$15,000 for the acquisition of the former North Penn Army Reserve Base on Berks Road.

Parks & Recreation	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
parks and trails	454-600	\$ 197,645.82	\$ 192,500.00	\$ 308,500.00	\$ 87,000.00
land acquisition	454-710	\$ 74,635.00	\$ 35,000.00	\$ 500.00	\$ 35,000.00
		<b>\$ 272,280.82</b>	<b>\$ 227,500.00</b>	<b>\$ 309,000.00</b>	<b>\$ 122,000.00</b>

# SEWER FUND

## Wastewater Receipts

The Township owns and maintains two stream discharge wastewater treatment plants – the Valley Green Wastewater Treatment Plant and the Berwick Wastewater Treatment Plant – and six pumping stations. This sanitary sewer system services approximately 920 residential and commercial customers.



The Township received approximately \$100,000 in **tapping fees** for the Meadowood Grove development in 2018, and \$210,000 in tapping fees for the Reserve at Center Square development in 2019, which explains the significant dollars received in these years. The Budget does not assume the receipt of like fees in the coming year.

The Budget proposes a one-half percent (0.5%) increase to residential and commercial **sewer fees**. For 2019 and 2018 the sewer fee increased by 0.5% and 1%, respectively, and in 2014, 2015 and 2016 this was fee increased by 10% each year, a measure needed because the Township did not set a fee commensurate with actual expenses for many years. Moving forward the Township will work to minimize operational expenses where possible, and set an annual fee that (a) recovers this cost, and (b) funds a sensible capital reserve.

Wastewater	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
interest	341-000	\$ 4,151.45	\$ 2,800.00	\$ 8,580.00	\$ 7,600.00
tapping fees	364-110	\$ 261,450.15	\$ 42,207.62	\$ 255,255.00	\$ 42,207.62
sewer fees, residential	364-120	\$ 464,437.28	\$ 469,760.26	\$ 473,200.00	\$ 475,707.48
sewer fees, commercial	364-130	\$ 180,020.31	\$ 157,200.00	\$ 155,000.00	\$ 160,800.00
late fees	364-140	\$ 7,707.15	\$ 6,500.00	\$ 7,350.00	\$ 6,750.00
certification fees	364-150	\$ 1,425.00	\$ 1,200.00	\$ 1,750.00	\$ 1,250.00
liens	364-190	\$ 15.00	\$ -	\$ -	\$ -
miscellaneous income	381-000	\$ -	\$ 50.00	\$ -	\$ 25.00
		<b>\$ 919,206.34</b>	<b>\$ 679,717.88</b>	<b>\$ 901,135.00</b>	<b>\$ 694,340.10</b>

# SEWER FUND

## Wastewater Expenditures

In 2017 the Township contracted for new operator service that allows direct-billing for sludge removal, testing and chemical purchases (**other expenses**). The contract also included a labor rate and other terms that proved significantly more favorable to the Township. The arrangement resulted in a considerable savings to the ratepayers.

A share of the wastewater operator service cost is allocated to each of two wastewater treatment plants (35%) and to each of six pumping stations (5%), and this expense is included in the **operations** line item for each facility.

In 2019 the Township completed a capital reserve study for the sanitary sewer system. The study calculated how many dollars are needed to meet the system's long-term capital obligations, such as the replacement of pumps and sewer lines. The Township funds a reserve account each year, to ensure money is available to make these fixes when needed.

The Budget provides \$100,000 for **capital improvements**, and additional dollars for unforeseen repairs. Planned capital improvements include continuation of the annual televising program, and the replacement of the roof, gutters and downspouts at the Berwick Wastewater Treatment Plant.

Wastewater Treatment	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
staff costs	405-150	\$ -	\$ -	\$ -	\$ -
alarm services	429-242	\$ 1,008.18	\$ 1,062.00	\$ 1,048.50	\$ 1,104.00
other expenses	429-300	\$ 103,654.60	\$ 82,896.00	\$ 114,000.00	\$ 130,152.00
engineering	429-313	\$ 10,673.18	\$ 11,000.00	\$ 9,300.00	\$ 11,000.00
legal	429-314	\$ 226.94	\$ 2,500.00	\$ 950.00	\$ 2,500.00
plant operations	429-316	\$ 71,715.00	\$ 78,540.00	\$ 79,200.00	\$ 80,436.00
telephone	429-321	\$ 861.92	\$ 888.00	\$ 875.00	\$ 960.00
utilities	429-361	\$ 94,649.76	\$ 106,824.00	\$ 97,800.00	\$ 105,024.00
equipment & repairs	429-374	\$ 15,705.51	\$ 24,000.00	\$ 19,100.00	\$ 24,204.00
CPF, operations	429-421-001	\$ 4,511.92	\$ 5,616.00	\$ 5,370.00	\$ 5,748.00
CPF, utilities & repairs	429-421-002	\$ 4,257.18	\$ 5,820.00	\$ 5,600.00	\$ 6,300.00
MW, operations	429-422-001	\$ 4,475.00	\$ 5,616.00	\$ 5,370.00	\$ 5,748.00
MW, utilities & repairs	429-422-002	\$ 1,214.65	\$ 4,572.00	\$ 6,400.00	\$ 5,472.00
HV, operations	429-423-001	\$ 4,475.00	\$ 5,616.00	\$ 5,370.00	\$ 5,748.00
HV, utilities & repairs	429-423-002	\$ 3,582.09	\$ 4,908.00	\$ 3,900.00	\$ 4,968.00
FC, operations	429-424-001	\$ 4,475.00	\$ 5,616.00	\$ 5,370.00	\$ 5,748.00
FC, utilities & repairs	429-424-002	\$ 2,959.61	\$ 3,816.00	\$ 3,800.00	\$ 4,236.00
CP, operations	429-425-001	\$ 4,475.00	\$ 5,616.00	\$ 5,370.00	\$ 5,748.00
CP, utilities & repairs	429-425-002	\$ 2,937.73	\$ 4,224.00	\$ 3,150.00	\$ 4,356.00
AD, operations	429-426-001	\$ 4,475.00	\$ 5,616.00	\$ 5,370.00	\$ 5,748.00
AD, utilities & repairs	429-426-002	\$ 2,886.80	\$ 4,008.00	\$ 3,200.00	\$ 3,996.00
capital improvements	429-700	\$ 55,293.83	\$ 128,000.00	\$ 94,500.00	\$ 100,000.00
GOB - principal	471-200	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 125,000.00
GOB - interest	472-200	\$ 49,861.26	\$ 48,781.26	\$ 48,781.26	\$ 45,181.26
GOB - fiscal agent fees	475-000	\$ 1,050.00	\$ 1,100.00	\$ 1,050.00	\$ 1,100.00
insurance	486-350	\$ 3,299.20	\$ 3,374.40	\$ 3,374.40	\$ 3,852.30
		\$ 572,724.36	\$ 670,009.66	\$ 648,249.16	\$ 694,329.56

## Interest

The Township invests its funds in interest-bearing instruments and accounts, in accordance with State Law and best management practices. Earnings fluctuate upon the interest rate received, a rate that is governed by many factors. **Interest** rates are projected to remain at their current modest levels throughout 2020. The Township received more interest in 2018 and 2019 than in prior years as the annual Road Program was completed (and payments were made to contractors) at a later date in each of these years.

Interest	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
interest	341-000	\$ 3,783.89	\$ 1,800.00	\$ 5,430.00	\$ 1,800.00
		\$ 3,783.89	\$ 1,800.00	\$ 5,430.00	\$ 1,800.00

## Licenses

Each year a portion of the funds generated by a State tax on gasoline and other fuels is distributed to Pennsylvania municipalities based upon each municipality's relative population and road miles. Municipalities, in turn, are permitted to use these **liquid fuel funds** for road maintenance, road construction and related infrastructure activities and purchases only.



In 2013 the Commonwealth increased the State tax on gas, and increased the amount of liquid fuel funds distributed to municipalities for a period of five years. During this time the Township's annual allocation increased by about 40%. The increases ended in 2019, and in 2020 the Commonwealth estimates that this important funding source will *decrease* by about 4.5%. For many municipalities, a decrease in liquid fuel funds means less road work. But Worcester Township is different. Worcester Township understands that liquid fuel funds alone will not meet our community's infrastructure needs. Therefore, the Township budgets additional dollars in the General Fund and Capital Fund so to keep our roads safe and in good condition. When accounting for all roadway improvement funds, the Budget provides a 5% *increase* in roadway funding in 2020.

Licenses	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Liquid Fuel Funds	355-020	\$ 363,273.08	\$ 366,609.00	\$ 380,698.00	\$ 363,114.45
		\$ 363,273.08	\$ 366,609.00	\$ 380,698.00	\$ 363,114.45

## Public Works

The Budget earmarks all liquid fuel funds received for the 2020 Road Program. Some municipalities limit their road maintenance program to that able to be funded by the liquid fuel allocation alone. Worcester assumes this State aid, while significant, falls short of that needed to properly maintain our community's roadways. As such all other road maintenance expenses – including the purchase of winter materials and the contracting of snow removal services – are provided by the General Fund. This approach allows the Township to establish an honest budget that adequately funds our roadway maintenance obligations.



Public Works	code	2018 Actual	2019 Budget	2019 Projected	2020 Budget
road maintenance contractor	438-370	\$ 350,000.00	\$ 360,000.00	\$ 360,000.00	\$ 378,000.00
		\$ 350,000.00	\$ 360,000.00	\$ 360,000.00	\$ 378,000.00

Appendix A

**RECEIPTS AND EXPENDITURES BY FUND**

# GENERAL FUND

January 1, 2020 balance... \$ 250,000.00

RECEIPTS	2018 Actual	2019 Budget	2019 Projected	2020 Proposed
Taxes	\$ 3,103,123.12	\$ 2,878,375.00	\$ 2,936,045.00	\$ 2,952,390.00
Licenses & Permits	\$ 228,623.79	\$ 228,725.00	\$ 227,295.00	\$ 225,725.00
Fines & Forfeits	\$ 4,319.89	\$ 2,900.00	\$ 2,950.00	\$ 2,600.00
Interest & Rents	\$ 187,487.36	\$ 174,569.21	\$ 188,230.00	\$ 187,063.00
Intergovernmental Revenue	\$ 143,981.79	\$ 140,653.79	\$ 147,182.40	\$ 146,523.21
Charges for Services	\$ 192,083.08	\$ 119,965.00	\$ 150,605.00	\$ 167,985.00
Miscellaneous Revenue	\$ 26,333.31	\$ 15,850.00	\$ 25,605.00	\$ 17,250.00
Other Financing	\$ 610.00	\$ 500.00	\$ 1,260.00	\$ 525.00
	\$ 3,886,562.34	\$ 3,561,538.00	\$ 3,679,172.40	\$ 3,700,061.21

EXPENDITURES	2018 Actual	2019 Budget	2019 Projected	2020 Proposed
Legislative	\$ 92,653.76	\$ 99,165.82	\$ 92,950.00	\$ 97,141.86
Management	\$ 198,335.61	\$ 204,873.95	\$ 200,620.00	\$ 202,735.16
Finance	\$ 97,593.48	\$ 97,059.89	\$ 78,045.00	\$ 100,881.68
Tax Collection	\$ 34,527.20	\$ 37,883.59	\$ 37,760.00	\$ 38,388.91
Legal	\$ 67,401.42	\$ 75,000.00	\$ 73,400.00	\$ 73,800.00
Clerical	\$ 185,239.82	\$ 224,274.11	\$ 218,270.00	\$ 287,348.61
Engineering	\$ 19,921.05	\$ 37,000.00	\$ 20,750.00	\$ 34,750.00
Township Building	\$ 26,706.85	\$ 32,604.00	\$ 26,200.00	\$ 33,984.00
Garage	\$ 23,016.46	\$ 27,264.00	\$ 25,365.00	\$ 28,692.00
Community Hall	\$ 9,542.29	\$ 10,212.00	\$ 9,575.00	\$ 11,856.00
Historical Building	\$ 4,555.81	\$ 6,115.00	\$ 5,250.00	\$ 6,193.00
Hollow Road Rental	\$ 1,356.20	\$ 4,282.00	\$ 1,750.00	\$ 4,282.00
Springhouse	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
Fire Protection	\$ 331,697.02	\$ 366,014.76	\$ 364,400.00	\$ 380,460.65
Code Enforcement	\$ 113,729.86	\$ 172,267.29	\$ 125,075.00	\$ 177,914.18
Zoning Hearing Board	\$ 28,481.95	\$ 39,133.84	\$ 30,430.00	\$ 43,253.84
PA One Call	\$ 1,814.50	\$ 2,700.00	\$ 1,000.00	\$ 2,700.00
Public Works	\$ 599,528.39	\$ 651,031.86	\$ 615,750.00	\$ 704,566.95
Snow Removal	\$ 48,141.34	\$ 42,887.50	\$ 34,200.00	\$ 31,675.00
Traffic Signals	\$ 16,802.64	\$ 22,580.00	\$ 10,350.00	\$ 21,240.00
Machinery & Tools	\$ 83,525.94	\$ 92,064.00	\$ 56,800.00	\$ 92,160.00
Road Maintenance	\$ 104,819.24	\$ 112,915.00	\$ 83,800.00	\$ 109,905.00
Stormwater Management	\$ 5,426.09	\$ 56,400.00	\$ 19,500.00	\$ 37,500.00
Recreation Administration	\$ 17,819.13	\$ 28,335.00	\$ 20,950.00	\$ 23,597.69
Recreation & Culture	\$ 27,377.42	\$ 27,846.00	\$ 27,174.00	\$ 27,794.00
Parks	\$ 26,213.65	\$ 50,788.00	\$ 31,900.00	\$ 48,634.00
Public Relations	\$ 23,389.09	\$ 21,600.00	\$ 20,850.00	\$ 21,300.00
Other	\$ 1,983,665.52	\$ 1,018,240.40	\$ 1,447,058.40	\$ 1,056,306.68
	\$ 4,173,281.73	\$ 3,561,538.00	\$ 3,679,172.40	\$ 3,700,061.21

2020 GENERAL FUND \$ 0.00

December 31, 2020 balance... \$ 250,000.00

# CAPITAL FUND

January 1, 2020 balance... \$ 13,356,000.00

<b>RECEIPTS</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 Projected</b>	<b>2020 Proposed</b>
Interest	\$ 186,545.59	\$ 180,000.00	\$ 281,000.00	\$ 240,000.00
Other Government Levels	\$ 45,000.00	\$ 1,352,340.00	\$ 5,000.00	\$ 2,012,540.00
Fees	\$ 471,896.38	\$ 16,204.00	\$ 342,682.00	\$ 33,095.85
Transfers In	\$ 1,865,237.48	\$ 905,987.80	\$ 1,338,172.79	\$ 938,605.98
	\$ 2,568,679.45	\$ 2,454,531.80	\$ 1,966,854.79	\$ 3,224,241.83

<b>EXPENDITURES</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 Projected</b>	<b>2020 Proposed</b>
General Government	\$ 105,334.73	\$ 58,000.00	\$ 54,500.00	\$ 53,910.00
Public Works	\$ 505,086.66	\$ 2,493,334.00	\$ 958,500.00	\$ 3,510,050.00
Parks & Recreation	\$ 272,280.82	\$ 227,500.00	\$ 309,000.00	\$ 122,000.00
	\$ 882,702.21	\$ 2,778,834.00	\$ 1,322,000.00	\$ 3,685,960.00

**2020 CAPITAL FUND** \$ (461,718.17)

December 31, 2020 balance... \$ 12,894,281.83



# SEWER FUND

January 1, 2020 balance... \$ 1,135,000.00

RECEIPTS	2018 Actual	2019 Budget	2019 Projected	2020 Proposed
Wastewater	\$ 919,206.34	\$ 679,717.88	\$ 901,135.00	\$ 694,340.10
	\$ 919,206.34	\$ 679,717.88	\$ 901,135.00	\$ 694,340.10

EXPENDITURES	2018 Actual	2019 Budget	2019 Projected	2020 Proposed
Wastewater	\$ 572,724.36	\$ 670,009.66	\$ 648,249.16	\$ 694,329.56

2020 SEWER FUND \$ 10.54

December 31, 2020 balance... \$ 1,135,010.54

# STATE FUND

January 1, 2020 balance... \$ 52,400.00

RECEIPTS	2018 Actual	2019 Budget	2019 Projected	2020 Proposed
Interest	\$ 3,783.89	\$ 1,800.00	\$ 5,430.00	\$ 1,800.00
Licenses	\$ 363,273.08	\$ 366,609.00	\$ 380,698.00	\$ 363,114.45
	\$ 367,056.97	\$ 368,409.00	\$ 386,128.00	\$ 364,914.45

EXPENDITURES	2018 Actual	2019 Budget	2019 Projected	2020 Proposed
Public Works	\$ 350,000.00	\$ 360,000.00	\$ 360,000.00	\$ 378,000.00

2020 STATE FUND \$ (13,085.55)

December 31, 2020 balance... \$ 39,314.45

Appendix B

**PROPERTY TAX RATES**

**Worcester Township** boasts the lowest property tax in Montgomery County. The Township's property tax is levied at 0.05 mills, and there is no proposed change to this tax in 2020. The owner of a property in Worcester Township that is assessed at \$400,000 pays \$20 in property tax to the Township. This same owner pays \$1,539 in property tax to Montgomery County (3.849 mills), and \$12,151 in property tax to the Methacton School District (30.3781 mills).

***If you pay property taxes, for every \$1,000 paid...***

**\$886.25 is paid to the Methacton School District**



**\$112.29 is paid to Montgomery County**



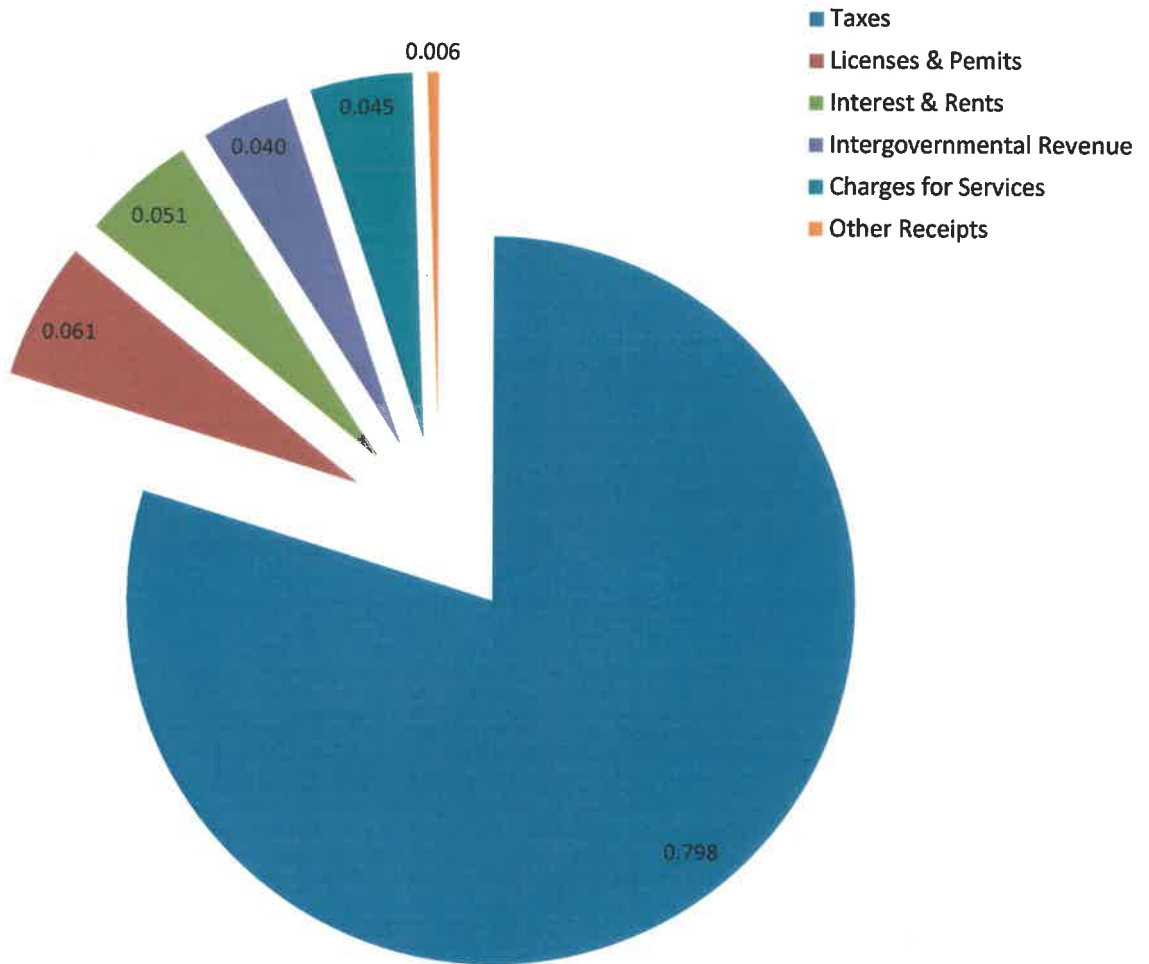
**\$1.46 is paid to Worcester Township**



Appendix C

**GENERAL FUND RECEIPTS, BY PERCENT**

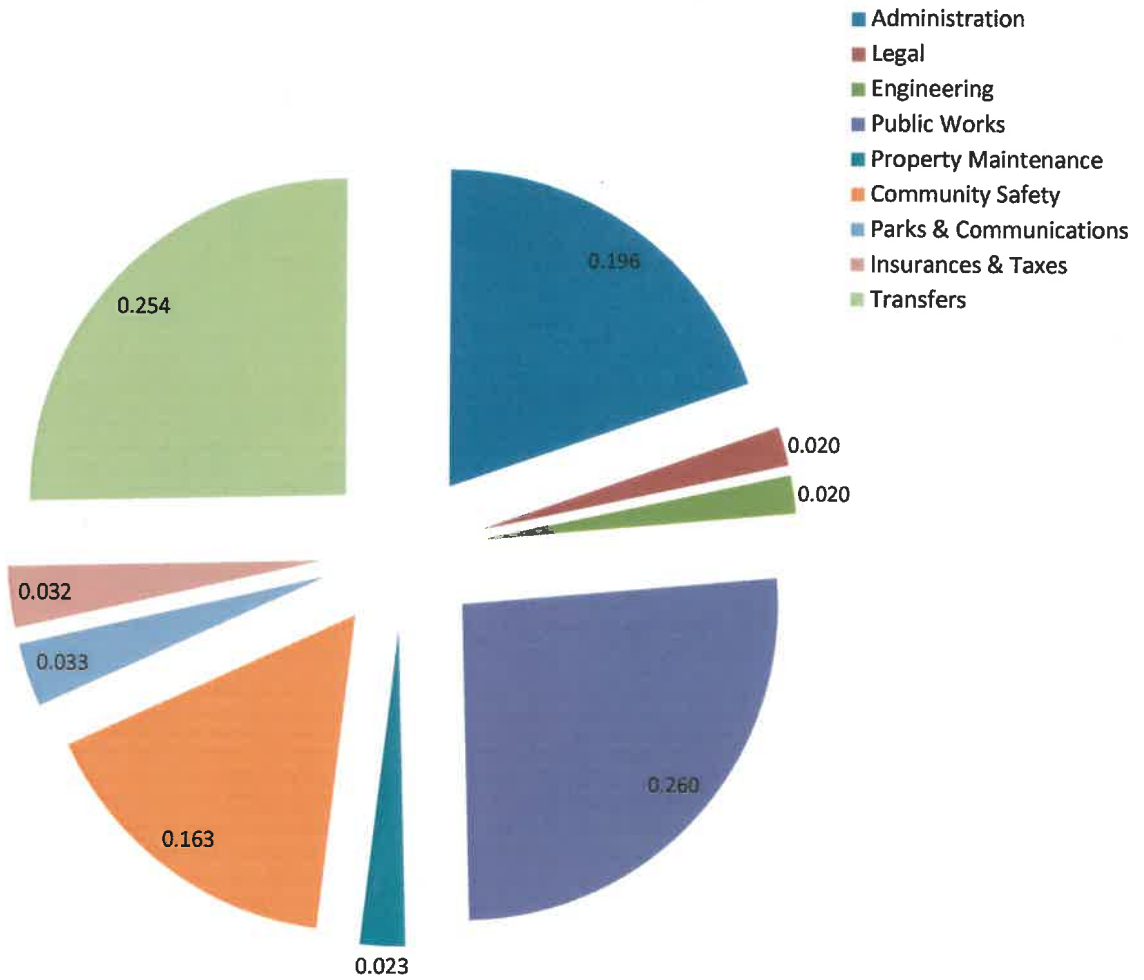
## GENERAL FUND RECEIPTS, BY PERCENT



Appendix D

**GENERAL FUND EXPENDITURES, BY PERCENT**

# GENERAL FUND EXPENDITURES, BY PERCENT





Appendix E

**STAFFING LEVELS & ORGANIZATION CHART**

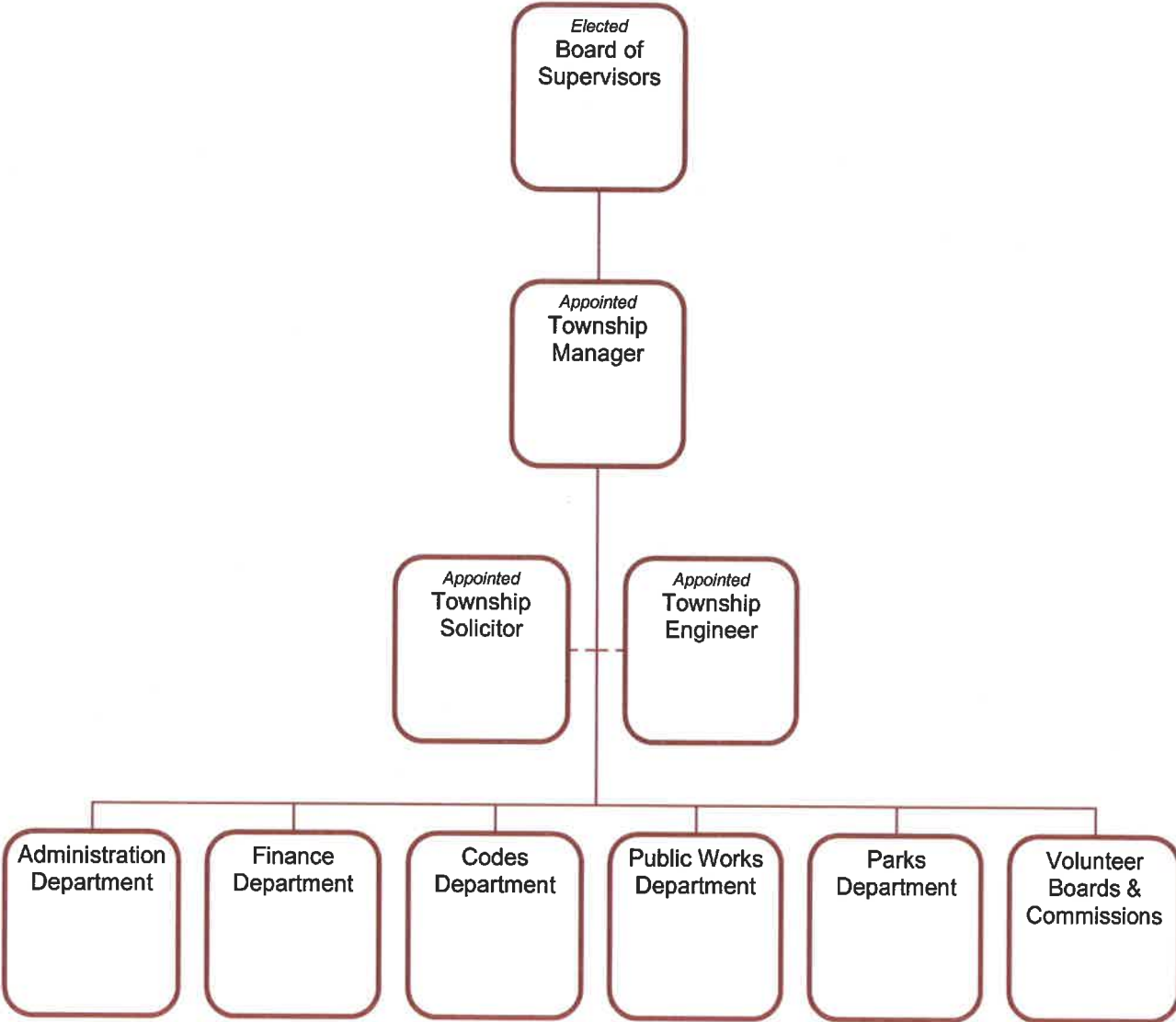
## STAFFING LEVELS

<b>FULL-TIME POSITIONS</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Township Manager	1	1	1
Assistant Manager	0	0	0
Finance Director	1	1	1
Receptionist	0	1	1
Codes Clerk	1	1	1
Parks Director	0	0	0
Administrative Assistant	1	1	1
Public Works Director	1	1	1
Public Works Foreman	1	1	1
Public Works Laborer	5	5	6
	11	12	13

<b>PART-TIME POSITIONS</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Receptionist	1	0	0
Public Works Laborer	1	1	1
Recreation Coordinator	1	1	1
Fire Marshal	1	1	1
File Clerk	1	1	1
	5	4	4

**ORGANIZATION CHART**



Appendix F

**2016 GENERAL OBLIGATION BOND DEBT SERVICE SCHEDULE**

TOWNSHIP OF WORCESTER  
 Montgomery County, Pennsylvania  
 General Obligation Bonds, Series of 2016

**Debt Service Schedule**

**Dated:** Date of Delivery  
**Due:** December 1, as shown

**Interest Payable:** June 1 and December 1  
**Commencing:** December 1, 2016

Date	Principal	Coupon	Interest	Total P+I
12/01/2016	40,000.00	2.000%	22,942.77	62,942.77
12/01/2017	120,000.00	0.800%	50,821.26	170,821.26
12/01/2018	120,000.00	0.900%	49,861.26	169,861.26
12/01/2019	120,000.00	3.000%	48,781.26	168,781.26
12/01/2020	125,000.00	3.000%	45,181.26	170,181.26
12/01/2021	130,000.00	1.100%	41,431.26	171,431.26
12/01/2022	130,000.00	1.250%	40,001.26	170,001.26
12/01/2023	130,000.00	1.400%	38,376.26	168,376.26
12/01/2024	135,000.00	2.000%	36,556.26	171,556.26
12/01/2025	135,000.00 *	2.000%	33,856.26	168,856.26
12/01/2026	135,000.00 *	2.000%	31,156.26	166,156.26
12/01/2027	145,000.00	2.000%	28,456.26	173,456.26
12/01/2028	145,000.00 *	2.250%	25,556.26	170,556.26
12/01/2029	150,000.00 *	2.250%	22,293.76	172,293.76
12/01/2030	155,000.00	2.250%	18,918.76	173,918.76
12/01/2031	155,000.00 *	2.375%	15,431.26	170,431.26
12/01/2032	160,000.00	2.375%	11,750.02	171,750.02
12/01/2033	25,000.00 *	3.000%	7,950.00	32,950.00
12/01/2034	25,000.00 *	3.000%	7,200.00	32,200.00
12/01/2035	30,000.00 *	3.000%	6,450.00	36,450.00
12/01/2036	30,000.00 *	3.000%	5,550.00	35,550.00
12/01/2037	30,000.00 *	3.000%	4,650.00	34,650.00
12/01/2038	30,000.00 *	3.000%	3,750.00	33,750.00
12/01/2039	30,000.00 *	3.000%	2,850.00	32,850.00
12/01/2040	30,000.00 *	3.000%	1,950.00	31,950.00
12/01/2041	35,000.00	3.000%	1,050.00	36,050.00
<b>Total</b>	<b>\$2,495,000.00</b>	<b>-</b>	<b>\$602,771.69</b>	<b>\$3,097,771.69</b>

\* Mandatory Redemption.

Appendix G

**2020 FEE SCHEDULE**

*to be considered at the January 6, 2020 Reorganization Meeting*

Appendix H

**CAPITAL FUND RESERVE BALANCES**

## CAPITAL FUND RESERVE BALANCES

Operating Reserve Fund		
projected balance 1/1/2020	\$	925,000.00
receipts, interest	\$	16,621.74
receipts, non-interest	\$	-
expenditures	\$	-
projected balance 12/31/20	\$	941,621.74

Capital Reserve Fund		
projected balance 1/1/2020	\$	8,190,400.00
receipts, interest	\$	147,177.00
receipts, non-interest	\$	2,953,145.00
expenditures	\$	3,670,960.00
projected balance 12/31/20	\$	7,619,762.00

Act 209 Fund		
projected balance 1/1/2020	\$	1,067,000.00
receipts, interest	\$	19,173.41
receipts, non-interest	\$	31,096.00
expenditures	\$	-
projected balance 12/31/20	\$	1,117,269.41

North Penn ARB Fund		
projected balance 1/1/2020	\$	777,100.00
receipts, interest	\$	13,964.06
receipts, non-interest	\$	-
expenditures	\$	15,000.00
projected balance 12/31/20	\$	776,064.06

Open Space Acquisition Fund		
projected balance 1/1/2020	\$	1,523,600.00
receipts, interest	\$	27,378.26
receipts, non-interest	\$	-
expenditures	\$	-
projected balance 12/31/20	\$	1,550,978.26

Park & Trail Development Fund		
projected balance 1/1/2020	\$	872,900.00
receipts, interest	\$	15,685.53
receipts, non-interest	\$	-
expenditures	\$	-
projected balance 12/31/20	\$	888,585.53



Appendix I

**FUND BALANCE POLICY**

# WORCESTER TOWNSHIP FUND BALANCE POLICY

## General Fund

1. Purpose: Primary operating fund for day-to-day revenues and expenditures.
2. Planned use: Unrestricted; ongoing.
3. Minimum: Based on an annual review of the Township's cash flow needs, as well as best management practices, Worcester Township shall carry forward into each Fiscal Year a minimum cash balance of \$250,000. At the end of each Fiscal Year, any amount held in excess of \$250,000 shall be transferred to the Capital Fund.
4. Reserves: None.

## Sewer Fund

1. Purpose: Account for the revenue and expenditures related to the operation and maintenance of the Township's sanitary sewer system.
2. Planned use: Restricted by Township policy; ongoing.
3. Minimum: Based on an annual review of the Township's cash flow needs, as well as best management practices, Worcester Township shall carry forward into each Fiscal Year a minimum cash balance of \$150,000.
4. Reserves: The Township shall aim to maintain a minimum \$900,000 capital reserve, which does not include the minimum cash balance.

## Capital Fund

1. Purpose: To fund specific capital activities, including projects that will receive grant funding reimbursement; Capital Fund dollars may likewise be utilized for emergency operating funds for the General Fund, as needed.
2. Planned use: Varied; ongoing.
3. Minimum: That required to meet the Township's short and long-term capital obligations.
4. Reserves:
  - Operating Reserve Fund – Up to 25% of annual General Fund receipts; unrestricted.
  - Act 209 Fund – Impact fee to fund certain road projects; restricted by State Law.
  - North Penn Army Reserve Base – Project fund; unrestricted.
  - Open Space Acquisition Fund – Project category fund; unrestricted.
  - Parks & Trails Development Fund – Project category fund; unrestricted.
  - Capital Reserve Fund – Reserves for roads, bridges, vehicle, equipment, apparatus, facilities, and other capital obligations; unrestricted.

## State Fund

1. Purpose: To account for state funds received from gas taxes that may be used for permitted roadway improvements.
2. Planned use: State-permitted road projects and related expenses; restricted by State Law.
3. Minimum: Not applicable.
4. Reserves: Not applicable.

*Restricted Fund*      *Funds restricted in use by law or by Township policy.*

*Unrestricted Fund*      *Funds earmarked for certain purposes, but may be available for use for any other purpose approved by the Board of Supervisors and permitted by law.*

Appendix J

**7-YEAR ROAD PROGRAM**

# 7-Year Road Improvement Plan

## Priority 1

<i>road</i>	<i>segment</i>
Adair Drive	
Artmar Road	
Berks Road	Skippack Pike to Morris Road
Creedley Road	
Ernest Lane	
Ethel Ave	
Morris Road	Valley Forge Road to Sunny Ayre Way
Old Orchard Road	

## Priority 2

<i>road</i>	<i>segment</i>
Acorn Lane	
Allebach Lane	
Barley Lane	
Bayton Road	
Beyer Lane	
Brandon Court	
Cedars Hill Road	
Cedars Road	Skippack Pike extending 800' south
Clyston Circle	
Clyston Road	
Cold Springs Road	
Conrad Way	
Country View Lane	
Creekside Drive	
Crestline Drive	
Deep Meadow Lane	
Defford Circle	
Defford Road	
Doe Brook	
Dotts Way	
Drake Road	
Fieldcrest Way	
Glenview Drive	
Green Hill Road	Kriebel Mill Road to PECO ROW
Hanes Way	

# 7-Year Road Improvement Plan

## Priority 2 *(continued)*

<i>road</i>	<i>segment</i>
Hedwig Lane	
Highview Drive	
Hillcrest Drive	
Hillside Circle	
Hogarth Lane	
Hollis Road	
Kriebel Mill Road	Germantown Pike extending 520' south
Kriebel Mill Road	Water Street Road to closure
Kriebel Mill Road	Mill Road to closure
Locust Drive	Conrad Way to cul-de-sac
Long Meadow Road	
Mann Road	
Markley Avenue	
Merion Way	
Methacton Avenue	
Nyce Way	
Overhill Drive	
Pawlings Ford Road	
Plumlyn Avenue	
Pondview Drive	
Preble Circle	
Quail Run	
Reichenbach Drive	
Saddle Wood Court	
Scheid Way	
Shearer Road	
Shefley Lane	
Sibel Circle	
Slough Drive	
Smith Road	
Spring Creek Drive	
Stony Creek Road	
Stuart Way	
Sunny Ayre Drive	Locust Drive to Warner Road
Warner Road	
Weigner Road	

# 7-Year Road Improvement Plan

## Priority 3

<i>road</i>	<i>segment</i>
Anvil Drive	
Blacksmith Lane	
Conestoga Lane	
Horseshoe Drive	
Haupt Way	
Hunt Valley Road	
Mill Road	
Muirfield Way	
Nicole Drive	
Reiner Road	
Spring Hill Road	
Steelman Road	
Woodbridge Lane	

Please note ... The above lists are subject to change. Worcester Township continuously reviews road conditions, and prioritizes its road improvement schedule as conditions warrant. Generally, the roadways to be resurfaced as part of the annual road program are selected by March 1 of that year.

Appendix K

**10-YEAR BRIDGE, CULVERT & STORM SEWER PLAN**

# 10-Year Bridge, Culvert & Storm Sewer Plan

<i>location</i>	<i>project</i>	<i>priority</i>
<b>Adair Drive</b>	extend storm sewer installation *	1
<b>Bean Road, Berks to Beyer</b>	reconstruct downstream headwall	1
<b>Bean Road, Whitehall to North Wales</b>	patch abutment (masonry) backfill scour *	1 2
<b>Berks Road, Morris to Shady</b>	replace existing culvert *	1
<b>Berks Road, Skippack to Shady</b>	replace existing culvert *	1
<b>Grange Avenue, Mill to Water Street</b>	install scour protection * remove sediment	1 2
<b>Green Hill Road, Kriebel Mill to Anders (N)</b>	underpin culvert	2
<b>Heebner Road, Hollow to Kriebel Mill</b>	repair wing wall (masonry) install rock protection, backfill scour, replace/repair timbers	1 2
<b>Hickory Hill Drive, Valley Forge to Landis</b>	install rock protection, remove sediment deposition, install standard bridge railing	2
<b>Hollow Road, Doe Brook to Fawn</b>	backfill scour *	2
<b>Hollow Road, Fawn to Zacharias</b>	reseal deck joints	2
<b>Hollow Road, Stump Hall to Heebner Road (N)</b>	replace steel pipe culvert backfill scour	1 2
<b>Hollow Road, Stump Hall to Heebner (S)</b>	underpin abutment install rock protection *	1 1

\* in proposed 2020 Budget



# 10-Year Bridge, Culvert & Storm Sewer Plan

<i>location</i>	<i>project</i>	<i>priority</i>
<b>Hollow Road, Zacharias to Deer Creek</b>	install scour protection *	1
	patch superstructure, remove sediment	2
<b>Kriebel Mill Road, Water Street to Custer</b>	install rock protection, remove sediment	2
<b>Kriebel Mill Road, Water Street to Hedwig</b>	underpin abutment	1
	install rock protection, repair curb and headwalls	2
<b>Kriebel Mill Road, Water Street to Mill</b>	road closure assessment	2
<b>Landis Road, Hickory Hill to Potshop</b>	install rock protection, remove sediment	2
<b>Mill Road, Merrybrook to Hollow</b>	repoint superstructure, remove sediment	2
<b>Spring Hill Road, Trooper to Reiner</b>	remove sediment	2
<b>Weber Road, Skippack to Curtis</b>	repair structure (masonry), install bridge railing	1
	patch underside of structure, backfill scour, install rock protection	2
<b>Wentz Church Road, Skippack to Barley</b>	underpin abutment, install rock protection	2

\* in proposed 2020 Budget

Please note... The above lists are subject to change. Worcester Township continuously reviews its bridges, culverts and storm sewer system, and prioritizes needed improvements as conditions warrant.

Appendix L

**10-YEAR PARK & PROPERTY IMPROVEMENT PLAN**

# 10-Year Park & Property Improvement Plan

<i>facility</i>	<i>improvement(s)</i>
<b>Administrative Office</b>	replace roof, siding, trim, gutters; repaint exterior pave and stripe parking area upgrade landscaping at building entrance
<b>Community Hall</b>	upgrade landscaping in/around parking area * install rain garden * install projector and presentation screen * replace signage *
<b>Farmers Union Hall</b>	pave and stripe parking area
<b>Sunnybrook Park</b>	pave and stripe parking area replace drinking fountain *
<b>Mt. Kirk Park</b>	expand, pave and stripe parking area install rest rooms install drinking fountain pave trail replace parking area guide rail
<b>Heebner Park</b>	pave and stripe parking area replace existing split rail fence with horse style fence * reset gazebo bricks * replace drinking fountain *
<b>Heyser Field</b>	replace signage *
<b>Nike Park</b>	pave and stripe parking area install fencing at frontage
<b>Public Works</b>	pave and stripe parking area

\* in proposed 2020 Budget

# 10-Year Park & Property Improvement Plan

<i>facility</i>	<i>improvement(s)</i>
<b>Zacharias Trail</b>	replace existing split rail fence with horse style fence * install windows in Pioneer House design Zacharias Trail extension to Evansburg State Park *
<b>Defford Treatment Plant</b>	system improvements recommended by CKS/WWTP operator
<b>Berwick Treatment Plant</b>	system improvements recommended by CKS/WWTP operator replace roof, siding & gutters *

Please note ... The above list is subject to change. Worcester Township continuously reviews its parks and properties, and prioritizes needed improvements as conditions warrant.

\* in proposed 2020 Budget

## Worcester Comprehensive Plan Update Project

<i>firm</i>	<i>bid</i>
Montgomery County Planning Commission	\$ 10,450.00
West Planning	\$ 50,890.00
Gilmore Associates, Inc.	\$ 59,879.95
CME Associates	\$ 62,226.00
ARRO Consulting	\$ 67,220.00
Urban Research Development Corp.	\$ 67,500.00
Thomas Comitta Associates, Inc.	\$ 69,910.00
CHPlanning, Ltd.	\$ 70,000.00
Boucher James - Stroudsburg	\$ 78,137.15
Gannett Fleming, Inc. Valley Forge	\$ 83,430.00
Sarcinello Planning GIS Services	\$ 87,230.00
SSM Group, Inc.	\$ 104,200.00

**CURB MY CLUTTER LLC  
PILOT PROGRAM AGREEMENT**

This PILOT PROGRAM AGREEMENT (this "Agreement"), effective as of January 1, 2020 ("Effective Date"), is made by and between Curb My Clutter LLC, a Delaware limited liability company ("CMC"), and Township of Worcester, a Township in the Commonwealth of Pennsylvania (the "Township," and together with CMC, the "Parties," and each, a "Party").

WHEREAS, CMC is a software as a service ("SaaS") provider that collects and optimizes the processing of certain recyclable items on the behalf of municipalities; and

WHEREAS, CMC uses a proprietary digital platform which municipal residents can utilize to contact CMC and schedule the collection by CMC of certain recyclable items; and

WHEREAS, the Township desires to establish a partnership with CMC, whereby CMC will collect certain recyclable items from the residents of the Township using its digital platform and process the same in an eco-friendly manner; and

WHEREAS, in order to explore the possibility of a longer-term partnership between them, the Township and CMC desire to enter into a twelve (12) month pilot program (the "Pilot Program") wherein CMC would collect certain recyclable items from the Township's residents and optimize and monetize the processing thereof.

NOW, THEREFORE, in consideration of these premises and the mutual covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. CMC Services. During the term of the Pilot Program, CMC agrees to do the following:

1.1 *Customization of Platform*. CMC shall customize its digital platform, including, without limitation, the software comprising the digital platform (the "Platform"), for the Township to include the scheduling ("Scheduling") of collections ("Collections") of textile and electronic waste (collectively, "Recyclable Materials"), from residents of Township of Worcester (the "Residents"), which Collections shall be scheduled via text messages from Residents' mobile phones. Any customization of the Platform shall be as mutually agreed between CMC and the Township.

1.2 *Management of Scheduling and Collection Process*. CMC shall use commercially reasonable efforts to:

(a) provide curbside Collection of Recyclable Materials, subject to Scheduling with Residents. The Collection, Scheduling, and any other activity necessary for the processing of the Recyclable Materials shall be at CMC's sole cost and expense, and CMC shall furnish all labor and equipment and perform all work necessary to collect, transport, process and dispose of the Recyclable Materials. CMC's Collection, transportation, processing and disposal of the Recyclable Materials shall be in material compliance with the ordinances, regulations, laws and requirements (as amended) of the Township, the Pennsylvania Department of Environmental Protection ("DEP"), United States Environmental Protection Agency ("EPA") and any other entity, agency or authority having jurisdiction thereover ("Laws") CMC acknowledges Township has established collection hours between 6 AM and 7 PM, Monday to Saturday and will comply fully with the established collection days and times;

(b) transport, process, dispose and provide offsite storage and sorting of all Recyclable Materials collected by CMC from Residents in material compliance with the aforementioned Laws and in accordance with the terms of this Agreement;

(c) manage and respond to Residents' requests and concerns generated during the Scheduling and Collection processes for Recyclable Materials;

(d) market and sell the Recyclable Materials that CMC collects from the Residents to processors ("Processors") for the re-use, de-manufacturing or scrapping of such Recyclable Materials. In the event that any of the collected Recyclable Materials cannot, in CMC's sole discretion, be sold to a Processor by CMC, CMC shall dispose of such Recyclable Materials at a recycling facility that has all of the required permits issued by the appropriate authorities, such as the DEP, EPA or any other entity, agency or authority having jurisdiction thereover. CMC shall be prohibited from disposal of Recyclable Materials at a landfill or other waste disposal facility without written permission from the Township;

(e) build a network of brands and Processors that will offer rewards programs to Residents scheduling Collections through CMC; and

(f) submit a monthly report to the Township throughout the term of the Agreement, including:

(i) the monthly and year-to-date number of pick-up Scheduling requests made by Township residents;

(ii) the monthly and year-to-date number of Collections made from Township residents;

(iii) the monthly and year-to-date tonnage of collected Recyclable Materials;

(iv) the monthly and year-to-date tonnage of the Recyclable Materials sold to Processors, and the net revenues and gross revenues therefrom;

(v) the monthly and year-to-date tonnage of the Recyclable Materials disposed of at a recycling facility; and

(vi) a list of any material incidents which occurred over the past month involving performance under this Agreement, including those material incidents occurring during Scheduling, Collection, transportation, processing, selling or disposing of any Recyclable Materials and any issues with the Platform.

(g) Submit a listing of all facilities addresses where the storage, disassembly, processing, recycling, and disposal of the electronic devices, specifically including cathode ray tubes.

(h) Submit required third party accreditation of the recyclers including e-Stewards and/or R-2.

(i) Submit confirmation that processors are approved CDRA recyclers in the State of Pennsylvania and will utilize and report eligible weights as a part of CDRA compliance programs for OEM's.

1.3 *Employees and Vehicles.*

(a) All CMC personnel (including its employees or independent contractors) (“Personnel”) who make Collections shall:

(i) provide the Township with a statement as to whether such employee or independent contractor has been convicted in any jurisdiction of any crime, and, if so, where, when, the nature of the offense and the punishment and penalty imposed therefor. Included with such statement shall be provided a Pennsylvania State Police background check. No background check shall be older than one (1) year prior to the date the background check is provided to the Township. The Parties agree that the protection of the safety and wellbeing of the residents of the Township is of the utmost importance, and that such information is critical for the performance of this Agreement because CMC Personnel will be traveling to the residences of and having direct contact with the residents of the Township. If any of the proposed Personnel has been convicted in any jurisdiction of any crimes, the Township may, in its sole discretion, disqualify such proposed employee or independent contractor from acting on the behalf of CMC in the Township. Notwithstanding the foregoing, none of CMC or any such employee or independent contractor shall be required to comply with any requirements of this Section 1.3(a)(i) if such requirement is in violation of any applicable law;

(ii) wear uniforms or clothing otherwise clearly marked with identifying logos and marks, and will clearly display CMC logos or marks on any vehicles used by them in the provision of the Collections;

(iii) at all times perform the Collection, transportation, processing and disposal of the Recyclable Materials in a courteous, good and workmanlike manner, and in material compliance with all Laws, and shall be prohibited from any of the following during the performance of such duties:

- (A) Intoxication;
- (B) Use of controlled substances (i.e., illicit drugs);
- (C) Use of loud, profane, vulgar, or obscene language;
- (D) Accepting gratuities or tips;
- (E) Refusal to collect or handle Recyclable Materials as herein required and defined if properly stored and provided for collection, unless such employee or independent contractor reasonably believes such collection or handling could result in harm to himself, herself, other persons or property;
- (F) Grossly negligent or malicious damage or destruction of property;
- (G) Wanton or malicious scattering or spilling of Recyclable Materials to be collected under this contract or any other wastes; or
- (H) Any act which may constitute a material nuisance in the performance of this Agreement.

(iv) If any Personnel shall fail to comply with this Section 1.3(a) while providing CMC services in the greater Philadelphia region, the Township Manager or their authorized



representative may request a suspension or discharge of such CMC Personnel for any violation of this Section 1.3(a), and CMC shall comply with that request as soon as reasonably possible.

(b) All vehicles and equipment used by CMC for the Collection, transportation, processing and disposal of the Recyclable Materials shall be maintained in good mechanical and electrical operating condition and in material compliance with the weight, safety and sanitary laws and regulations of the Commonwealth of Pennsylvania, Township of Worcester, and the Township (if any). Vehicles and equipment shall not be loaded over their maximum capacities, and shall be covered when necessary and cleaned at regular intervals. Vehicles and equipment shall clearly display the name of CMC in locations plainly visible on both sides and rear of the vehicle or piece of equipment (or such other place as is easily visible).

## 2. Licenses to Use of Platform.

2.1 *Grant of Licenses.* CMC shall provide access and a non-exclusive, non-assignable, non-transferable, non-licensable, revocable license to up to three (3) employees of the Township (“Licensees”) to access the back end of the Platform using a management interface, such that the Licensees may access reports and other data regarding Collections, including an inventory of items scheduled for Collections; *provided, that*, each of the Licensees agrees in advance, in writing, to be bound by the obligations of Sections 2.2, 2.3, and 2.5 of this Agreement.

2.2 *Prohibited Activities.* Except as expressly authorized herein, the Township and each Licensee are prohibited from and shall not undertake, cause, or permit any: (a) copying or modification of the Platform; (b) creating derivative works based on all or any portion of the Platform; (c) removal or modification of any notice of any patent, copyright, trademark or other proprietary rights that appear on or in the Platform; (d) reverse engineering, de-compilation, translation, disassembly or discovery of the source code of all or any portion of the Platform; (e) distribution, disclosure, marketing, leasing, reselling, assigning, loaning, sublicensing, renting, pledging, offering as security or transferring to any third party, including the Residents, of the Platform, or use of the Platform for any dial-up, third party data or third party network management services, remote access, interactive or other service; (f) merging of the Platform into or with another product; or (g) use of the Platform beyond the term or after expiration or termination of this Agreement.

2.3 *Confidentiality.* The Township and each Licensee agrees to protect and maintain the confidentiality of the Platform, and not to disclose the Platform to any third parties except as expressly permitted in this Agreement. The Township and each Licensee acknowledges that its breach of confidentiality shall cause CMC irreparable injury and entitle CMC to obtain equitable relief, in addition to all other remedies available to it. The confidentiality obligations hereunder shall survive the termination or expiration of this Agreement.

2.4 *Limited License.* The Township and each Licensee further acknowledges that it is acquiring only a limited license to use the Platform and not any title to or ownership of the Platform or any part thereof and that the Platform is proprietary to and copyrighted by CMC. THE PLATFORM IS COPYRIGHTED AND LICENSED, NOT SOLD.

### 2.5 *Data Privacy, Protection and Security.*

(a) Neither the Township nor any Licensee shall use any personal identifiable information (“PII”), including without limitation first and last name, home or other physical address, email address or other online contact information, telephone number, social security number or any other government-issued personal identifier such as a tax identification number of any Resident obtained via the

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Platform for any purpose, except in order to resolve any issues arising under this Agreement (but only in accordance with applicable law), and must safeguard all such PII in accordance with all applicable laws. Moreover, the PII shall not be disclosed, sold, assigned, leased or otherwise provided to third parties or to anyone not having a specific need to know of the information for the Collection, transportation, processing and disposal of Recyclable Materials, nor shall the PII be commercially utilized in any manner not specifically permitted by this Agreement. Notwithstanding the foregoing, CMC may retain PII if necessary to comply with applicable law, regulation or retention policy; *provided*, that such PII shall remain subject to this Section 2.5.

(b) Upon the expiration or termination of this Agreement, CMC shall, as directed by the Township, either: (i) promptly return to the Township, in an electronic format all of the PII in the possession of CMC; or (b) erase or destroy all of the PII in CMC's possession prior to the cessation of the Agreement. If the Township directs CMC to erase or destroy all of the PII, CMC shall promptly certify to the Township in writing that such erasure or destruction has occurred.

(c) CMC shall establish and maintain commercially reasonable safeguards against the destruction, loss, alteration or unauthorized disclosure of the PII, at CMC's sole cost and expense.

(d) CMC shall, as soon as reasonably practicable, notify the Township of any unauthorized possession, disclosure, use or knowledge, or attempt thereof, of the PII of which CMC becomes aware, including any material breach or potential material breach of security of the Platform or any portion thereof. Included in such notification, CMC shall furnish to the Township the full details of the unauthorized possession, disclosure, use or knowledge of the PII, or attempt thereof, and use reasonable efforts to the satisfaction of the Township and its constituents to investigate or prevent the recurrence of any unauthorized possession, use or knowledge, or attempt thereof, of PII.

2.6 *Ownership of Platform.* CMC retains all title, ownership, interests and intellectual property rights in and to the Platform, including, without limitation, any customizations thereof and improvements or modifications thereto, and the Parties deems the Platform, and any such improvements, modifications, or customizations, to be confidential information of CMC. To the extent the Platform contains any materials licensed from third parties, third party suppliers may own such licensed materials. CMC retains all rights not expressly granted to the Township and Licensees in this Agreement.

### 3. Marketing of Pilot Program; Co-Branding Opportunities; Public Releases.

3.1 *CMC Obligations.* CMC shall (a) work together with the Township to create co-branded advertising and educational materials ("Materials") to engage residents of the Township on the Pilot Program, (b) to the extent determined by CMC in CMC's sole discretion, supply funding for the printing and distribution of such Materials to Residents, and (c) to the extent determined by CMC in CMC's sole discretion, advocate with community groups in the Township such as environmental committees, religious organizations, educational and civic institutions, and offer to speak with these groups about the importance of driving the Recyclable Materials (as defined herein or otherwise) out of the general disposal stream.

3.2 *Township Obligations.* The Township shall, promote community engagement with the Pilot Program a minimum of three times per year in January, April (Earth Day) and September (or around America Recycles Day) through existing channels, including, without limitation, the Township website and other social media channels currently deployed by the Township. The Township shall encourage participation of Township municipalities in promoting community engagement with the Pilot Program a minimum of three times per year in January, April (Earth Day) and September (or around

America Recycles Day) through existing channels, including, without limitation, the municipal website and other social media channels currently deployed by the Township municipalities.

3.3 *Rights to Use Marks.* Any and all co-branding or other public releases with respect to the Pilot Program, including, without limitation, the Materials, and the commitments of the Parties and other matters described in this Agreement, shall require the mutual prior written consent of the Parties, including, without limitation, as to the wording thereof and the use of all logos; *provided, however*, that CMC shall be permitted to make public releases stating that CMC is the authorized collection agent of the Recyclable Materials (as defined herein) for the Township. To the extent the Parties consent to any such co-branding or release, the Parties hereby grant to each other limited, revocable, non-assignable, non-transferable, non-licensable, licenses in their respective marks. Notwithstanding that any co-branding or public release may have been approved by the other Party in accordance with this Section 3, at any time upon written notification from one Party to the other Party advising such Party that it withdraws consent to such co-branding or public release, such Party shall within 30 days stop using such co-branding or promoting such public release, including, without limitation, removing it from all websites and social media to the extent such removal is within such Party's control.

4. Profit Share and Cost Savings.

4.1 *Right to Charge Fees to Residents.* CMC shall be entitled to charge Residents fees for the collection of the items set forth on Exhibit A hereto, including televisions and cathode ray tubes, in the amounts set forth on Exhibit A hereto, and shall not be permitted to increase such fees or create new fees during the term of this Agreement without the written permission of the Township.

4.2 *Profit Share.* During the term of this Agreement, the Township shall be entitled to receive from CMC ten percent (10%), and CMC shall be entitled to retain ninety percent (90%), of Net Revenue actually received by CMC from the sale to Processors by CMC of Recyclable Materials collected from Residents by CMC.

4.3 *Definition.* "Net Revenue" means gross sales minus (a) any payments made by CMC to any independent contractors in connection with the storage of Recyclable Materials collected from Residents, (b) all costs and expenses incurred by CMC in connection with palletizing the Recyclable Materials collected from Residents, and (c) the cost to CMC to transport Recyclable Materials collected from Residents to Processors.

4.4 *Retention by Township of Cost Savings.* As between CMC and the Township, the Township shall be entitled to retain one hundred percent (100%) of (a) the landfill disposal avoidance created as a result of the diversion of Recyclable Materials under the Pilot Program, (b) any cost savings from having to dedicate fewer resources to, and/or run fewer, Township e-waste drop off events, and (c) any increased grant funding to the Township as a result of increased diversion of the Recyclable Materials from landfill disposal as a result of the Pilot Program.

4.5 *Exclusivity.* During the term of this Agreement, the Township shall not contract with any other person or entity for the collection of the Recyclable Materials (as defined in Section 1.1, above). CMC shall have the right to contract with any other person, entity, or municipality to provide collection services for such person, entity or municipality.

4.6 *Term; Obligations upon end of Term.* The term of this Agreement shall commence on the Effective Date and shall continue for twelve (12) months from the Effective Date. Upon the end of this Agreement's term, the Township and all Licensees shall delete, destroy or return to CMC all copies (whether digital, hard or otherwise) of any software or data obtained from or related to the Platform and

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shall confirm to CMC that such deletion, destruction or return has occurred. Conversely, upon the end of this Agreement's term, CMC shall delete, destroy or return all PII in accordance with and subject to Section 2.5(b) of this Agreement.

4.7 *Evaluation of Pilot Program.* The Parties shall mutually review and evaluate the Pilot Program nine (9) months into the term of this Agreement for the mutual consideration of whether to enter into a new agreement to continue the Parties' relationship beyond the end of the Pilot Program.

4.8 *Representations and Warranties.* Each Party hereby represents and warrants to the other Party that:

(a) it is duly authorized and empowered to enter into, execute, deliver, and perform its obligations under this Agreement;

(b) the execution, delivery, and performance by such Party of this Agreement has been duly authorized by all necessary action and do not and will not (i) require any consent or approval that has not been (or will not have been timely) obtained; (ii) contravene such Party's organizational, charter or governing documents; (iii) violate, or cause such Party (or the entity of which such Party is a division) to be in default under any applicable law; or (iv) result in a breach of or constitute a default under any material agreement or instrument to which such Party (or the entity of which such Party is a division) is a party or by which it or its properties may be bound or affected; and

(c) this Agreement is a legal, valid, and binding obligation of such Party, enforceable against such Party in accordance with its respective terms, except as the enforcement thereof may be limited by applicable bankruptcy, insolvency or similar laws affecting the enforcement of rights of creditors generally and except to the extent that enforcement of rights and remedies set forth therein may be limited by equitable principles (regardless of whether enforcement is considered in a court of law or a proceeding in equity).

5. No Warranty and Disclaimer. CMC PROVIDES THE PLATFORM, AS DEFINED IN THIS AGREEMENT, ON AN "AS IS" AND "WITH ALL FAULTS" BASIS, WITHOUT ANY WARRANTY WHATSOEVER, AND HEREBY EXPRESSLY DISCLAIMS WITH RESPECT TO THE OPERATION, FUNCTIONALITY, PERFORMANCE AND APPLICABILITY OF THE PLATFORM AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW: (A) ALL WARRANTIES, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE; AND (B) ALL LIABILITY FOR DIRECT, INDIRECT, INCIDENTAL, SPECIAL, COVER, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION LOST DATA OR LOST PROFITS, HOWEVER ARISING, WHETHER BASED IN CONTRACT, TORT, OR ANY OTHER LEGAL THEORY, EVEN WHERE ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, EXCEPT THAT CMC SHALL REMAIN LIABLE FOR ANY AND ALL DAMAGES, LOSSES, COSTS AND FEES (INCLUDING ATTORNEYS FEES) RESULTING FROM FAILURE TO MAINTAIN THE CONFIDENTIAL NATURE OF THE PLATFORM AND THE DATA CONTAINED THEREIN.

6. Liability and Damages.

6.1 *Indemnification and Hold Harmless.* CMC shall defend, indemnify, and save harmless the Township against and from any and all liabilities, claims, suites, fines, penalties, damages, losses, fees, costs and expenses (including reasonable attorneys' fees) ("Losses") including, but not limited to, those which may be imposed upon, incurred by or asserted against the Township by reason of: (a) any work

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performed by CMC or any of its Personnel for which the Township may be found liable; (b) any accident or injury (including the roadways or property) arising out of the use thereof by CMC or any of its Personnel; (c) any failure on the part of CMC to perform or materially comply with any of this Agreement's terms or conditions; (d) any failure by CMC to comply with any relevant data protection or similar legislation of any governmental entity, agency or authority with jurisdiction thereover; (e) any failure by CMC to comply with or implement the physical or data security controls imposed by this Agreement; (f) any disclosure of PII in violation of this Agreement; and (g) payments made under any Workmen's Compensation Law or under any plan for employees' disability and death benefits arising out of any use thereof by CMC or any of its Personnel; *provided, however*, that CMC shall not be required to defend, indemnify, and save harmless the Township to the extent any Losses arise from the grossly negligent or intentional act or omission of the Township.

7. Insurance.

7.1 *Required Insurance.* CMC shall obtain and maintain at all times during the term of this Agreement, comprehensive commercial general liability insurance which shall designate the Township as additional insured on all required policies, including:

(a) General Commercial Liability Insurance, (non-automotive) for personal injury and damage to property, which shall not be less than \$1,000,000 for each occurrence and \$2,000,000 aggregate;

(b) Automobile Liability Insurance, which shall not be less than \$1,000,000 combined single limit per accident;

(c) Workmen's Compensation coverage shall not be less than the statutory minimum and employer liability coverage, and shall not be less than \$1,000,000 for each occurrence;

(d) Excess Insurance in the amount of \$5,000,000 per occurrence and \$10,000,000 aggregate applicable to general and vehicular liability; and

(e) Pollution Liability coverage (transportation risks only), which shall not be less than the amount of \$1,000,000 per occurrence.

7.2 *Certificate of Insurance.* A Certificate of Insurance reflecting the coverages contained in Section 7.1, above, shall be provided to the Township to evidence the maintenance of such insurance coverage. The Certificate of Insurance shall confirm that the Township is an additional insured on all required policies by stating that "Township of Worcester is named as an additional insured on all policies identified on this Certificate where and to the extent required by written contract." The Certificate of Insurance shall further state that such Certificate may not expire, terminate or otherwise end without 90 days prior written notice being provided to the Township; *provided, however*, that if the insurance provider will not include such language, the Certificate of Insurance will include language as close as such language as the insurance provider will provide. Failure to provide such Certificate of Insurance shall be considered a material default under this Agreement.

7.3 *Insurance Carriers.* All insurance policies maintained hereunder shall be issued by an insurance carrier licensed and authorized to do business in the Commonwealth of Pennsylvania. Said policies shall remain in full force and effect until the expiration of the terms of the contract or until completion of all duties to be performed hereunder by the Contractor which ever shall occur later.

8. Breach.

8.1 *Termination.* Non-performance of its obligations by CMC may, at the option of the Township, be sufficient cause for the Township to terminate the Agreement, provided however that such option shall not be exercised if the non-performance is caused by the Township's breach of this Agreement; unavoidable casualties to a majority of CMC's collection vehicles or equipment for a period not exceeding five (5) continuous days; any act of God and/or Nature; civil disturbances; and/or war.

8.2 *Written Notice.* If the Township exercises its option to terminate this Agreement pursuant to Section 8.1, above, the Township shall send written notice of such termination to CMC, and such termination shall be effective fifteen (15) days after CMC's receipt of the same; *provided, however,* that if CMC remedies such non-performance within such fifteen (15) day period to the extent remediable such written notice of termination shall be automatically withdrawn and this Agreement shall not terminate as a result of such notice.

8.3 *Remaining Obligations of CMC.* If the Township exercises its option to terminate this Agreement pursuant to Sections 8.1 and 8.2, CMC shall remain liable to the Township for the Township's portion of the profit sharing described in Section 4.2 for any Recyclable Materials collected from the Township's residents prior to such termination (and CMC shall be entitled to CMC's portion of such profit sharing described in Section 4.2 for such Recyclable Materials) and shall continue to be bound by the data privacy, protection and security standards contained in Section 2.5.

8.4 *Remaining Obligations of the Township.* If the Township exercises its option to terminate this Agreement pursuant to Sections 8.1 and 8.2, the Township and all Licensees shall delete, destroy or return to CMC all copies (whether digital, hard or otherwise) of any software or data obtained from or related to the Platform and shall confirm to CMC that such deletion, destruction or return has occurred.

9. General Provisions.

9.1 *Relationship.* Nothing in this Agreement shall create a joint venture, partnership, employment or agency relationship between the Parties or between either Party and the employees or contractors of the other Party. Neither Party is authorized by this Agreement to represent, bind, obligate, or contract on behalf of the other Party.

9.2 *Entire Agreement.* With respect to its subject matter, this Agreement (with its exhibit, which is incorporated herein by reference) represents the Parties' entire agreement and supersedes all prior agreements, understandings and representations, written or oral, between the Parties.

9.3 *Amendments; Waivers.* This Agreement may be executed and delivered in counterparts and by facsimile or electronic transmission (including without limitation via email in "portable document format"). This Agreement may not be amended except by a writing signed by each of the Parties hereto. The waiver by either Party of a breach of or a default under any provision of this Agreement shall not be effective unless in writing and shall not be construed as a waiver of any subsequent breach of or default under the same or any other provision of this Agreement, nor shall any delay or omission on the part of either Party to exercise or avail itself of any right or remedy that it has or may have hereunder operate as a waiver of any such right or remedy.

9.4 *Severability.* Any provision of this Agreement that is held to be invalid or unenforceable in any jurisdiction shall, as to that jurisdiction, be ineffective only to the extent of such invalidity or unenforceability and without rendering invalid or unenforceable the remainder of this

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Agreement or affecting the validity or enforceability of any of the provisions of this Agreement in any other jurisdiction, and the court or tribunal so holding shall be empowered to substitute, to the extent enforceable, provisions similar to said provision, or other provisions, so as to provide to the Parties the benefits intended by said provision to the fullest extent permitted by applicable law.

9.5 *Assignment.* No Party may assign or transfer any rights or obligations under this Agreement without the written consent of the other Party, except that CMC may assign or transfer this Agreement and its rights and obligations hereunder, without the Township's consent, to any third party who succeeds to substantially all its business or assets, whether by sale of assets, merger or otherwise. Any assignment or transfer, or attempted assignment or transfer, in violation of this Agreement is void *ab initio*.

9.6 *Force Majeure.* Neither Party shall be liable for any delay or failure in performance of any part of this Agreement to the extent such delay or failure has been occasioned by any act of God, fire, strike, union activity, market failure, inevitable accident, terrorism, insurrection, government restriction or prohibition, war or any cause outside of a Party's reasonable control.

9.7 *Governing Law; Jurisdiction.* This Agreement is to be governed by, construed and enforced in accordance with, the internal laws of the Commonwealth of Pennsylvania without giving effect to any choice of law rule that would cause the application of the laws of any jurisdiction other than the internal laws of the Commonwealth of Pennsylvania to the rights and duties of the Parties, and the Parties hereby agree that the Court of Common Pleas of Township of Worcester, Pennsylvania, shall have jurisdiction over any litigation arising out of this Agreement.

9.8 *Counterparts.* This Agreement may be executed and delivered in counterparts and by facsimile or electronic transmission (including without limitation via email).

*[Remainder of Page Intentionally Blank; Signature Page Follows]*

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the Effective Date.

**CURB MY CLUTTER LLC**

**TOWNSHIP OF WORCESTER,  
BOARD OF SUPERVISORS**

By: \_\_\_\_\_  
Name: Robert E Anderson  
Title: Vice President

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Attest: \_\_\_\_\_



Exhibit A  
Fees

Standard television and CRT monitor - \$35.00 per unit.

Rear projection television, extra-large CRT television and wood cabinet television - \$100.00 per unit

Microwaves - \$10.00

**FRANK R. BARTLE, ESQUIRE**  
**ROBERT J. IANNOZZI JR., ESQUIRE**  
Dischell, Bartle & Dooley, PC  
1800 Pennbrook Parkway, Suite 200  
Lansdale, PA 19446  
215-362-2474

*Attorneys for Intervenor*  
METHACTON SCHOOL DISTRICT

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**MONTGOMERY COUNTY COURT OF COMMON PLEAS**

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VENKTESH BHOIWALA and	:	Docket No. 2017-26202
TRUPTI BHOIWALA and	:	
BEN BHOIWALA	:	Assessment Appeal
Appellants	:	
	:	Property: 2504 Crestline Drive
v.	:	
	:	Parcel Number: 67-00-00689-01-8
MONTGOMERY COUNTY	:	
BOARD OF ASSESSMENT	:	
APPEALS	:	
Appellee	:	

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**SETTLEMENT STIPULATION**

Parties

1. Appellants are the Property Owners, Venktesh Bhoiwala, Trupti Bhoiwala, and Ben Bhoiwala ("Property Owner").
2. Appellee is the Montgomery County Board of Assessment Appeals ("Board").
3. Intervenor are the Methacton School District ("District"), Montgomery County ("County"), and Worcester Township ("Township").

### Property

4. The Property, which consists of approximately 12,863 square-feet, is located at 2504 Crestline Drive, within Worcester Township, and is further identified as Tax Parcel No. 67-00-00689-01-8 ("Property").
5. The Property is improved with a 4,500 square-foot Colonial-style single-family dwelling, which was constructed in 2003.
6. The Property's current assessment is \$340,830.

### Appeal

7. In August 2017, the Property Owner filed an assessment appeal with the Board challenging the Property's \$359,710 assessment for the 2018 Tax Year (effective January 1, 2018) ("Appeal").
8. On October 16, 2017, after conducting a hearing on the Appeal, the Board issued a "reduction" determination, reducing the Property's assessment from \$359,710 to \$340,830.
9. On November 2, 2017, the Property Owner appealed to this Court from the Board's "reduction" determination seeking further reduction.

### Settlement Terms

10. Based upon the risks and costs of litigation, the parties have decided it is in their best interests to settle this matter based upon the terms and conditions set forth in this Stipulation.
11. Accordingly, the parties, intending to be legally bound, and to bind their respective clients, agree to the following settlement terms:

**2018 Assessment:** Effective January 1, 2018 for County and Township tax years and July 1, 2018 for the School District tax year, the assessment on the Property shall be decreased from its assessment of \$340,830 to \$300,000.

**2019 Assessment:** Effective January 1, 2019 for County and Township tax years and July 1, 2019 for the School District tax year, the assessment on the Property shall be decreased from its assessment of \$340,830 to \$300,000.

**2020 Assessment:** Effective January 1, 2020 for County and Township tax years and July 1, 2018 for the School District tax year, the assessment

on the Property shall be decreased from its assessment of \$340,830 to \$300,000.

12. The Property's assessment shall remain at \$300,000 for each subsequent tax year after 2020, and tax bills will be issued according to this assessment, until a change as otherwise permitted by Pennsylvania law has been made.
13. Based upon the decreased assessments established by this Stipulation, all counsel agree that certain refunds are owing to the Property Owner as follows:<sup>1</sup>

**METHACTON SCHOOL DISTRICT**

<b>Fiscal Tax Year</b>	<b>Old Assessment</b>	<b>New Assessment</b>	<b>Decrease</b>	<b>Millage Rate</b>	<b>Amounts Owing</b>
2018	\$340,830	\$300,000	\$40,830	.0294585	\$1,202.79
2019	\$340,830	\$300,000	\$40,830	.0303781	\$1,240.34
<b>Total</b>					<b>\$2,443.13</b>

**MONTGOMERY COUNTY**

<b>Fiscal Tax Year</b>	<b>Old Assessment</b>	<b>New Assessment</b>	<b>Decrease</b>	<b>Millage Rate</b>	<b>Amounts Owing</b>
2018	\$340,830	\$300,000	\$40,830	.003459	\$141.23
2019	\$340,830	\$300,000	\$40,830	.003459	\$141.23
<b>Total</b>					<b>\$282.46</b>

**MONTGOMERY COUNTY COMMUNITY COLLEGE (MCCC)**

<b>Fiscal Tax Year</b>	<b>Old Assessment</b>	<b>New Assessment</b>	<b>Decrease</b>	<b>Millage Rate</b>	<b>Amounts Owing</b>
2018	\$340,830	\$300,000	\$40,830	.00039	\$15.92
2019	\$340,830	\$300,000	\$40,830	.00039	\$15.92
<b>Total</b>					<b>\$31.84</b>

<sup>1</sup> The amount of refund owned to Property Owner will be adjusted depending upon Whether the taxes were paid within the discount, face, or penalty period of the tax years at issue.

**WORCESTER TOWNSHIP**

<b>Fiscal Tax Year</b>	<b>Old Assessment</b>	<b>New Assessment</b>	<b>Decrease</b>	<b>Millage Rate</b>	<b>Amounts Owing</b>
2018	\$340,830	\$300,000	\$40,830	.00005	\$2.04
2019	\$340,830	\$300,000	\$40,830	.00005	\$2.04
				<b>Total</b>	<b>\$4.08</b>

14. The tax collector shall provide to the respective taxing authorities within 30-days from the date of the attached Order all necessary information to allow the taxing authorities to calculate and confirm the proper amount of refunds for all tax years at issue, including whether the prior tax years were paid at face, discount or penalty.
15. The taxing authorities agree that all overpayments set forth in Paragraph 13, as verified by the tax collector and/or business manager of each taxing authority in accord with Paragraph 14, shall be paid directly to Property Owners within 30-days of the Court's approval of this Stipulation. The taxing authorities shall forward such payments to the Property Owners at the following address:

Venkatesh Bhoiwala, Trupti Bhoiwala, and Ben Bhoiwala  
C/o Kosacci Law Firm, PC  
4821 E. Street Road  
Feasterville, PA 19053
16. The tax collectors and/or treasurers for the applicable taxing authorities shall forward new tax bills to the Property Owners in due course based upon the assessment stipulated to herein.
17. This Stipulation contains the statement of each and every term and provision agreed to by all parties. No other promises, representations or other inducements, oral or written, have been made to any of the other parties in exchange for this Stipulation.
18. The attorneys entering into this Stipulation represent that they and their clients have full authority to enter into this Stipulation.
19. This Stipulation may be executed in one or more counterparts and by facsimile or electronic mail, each of which shall be deemed an original and all of which when taken together shall constitute a single agreement.

20. Each party shall bear its own costs as incurred.
21. This Stipulation shall be binding upon, and inures to the benefit of the undersigned, their clients, successors, grantees, heirs and assigns.
22. This matter shall be marked as "Settled, Discontinued and Ended".

[SIGNATURES ON NEXT PAGE]

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**EMANUEL KOSACCI, ESQUIRE**  
Attorney for Property Owner

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**SAMANTHA MAGEE, ESQUIRE**  
Attorney for Montgomery County  
Board of Assessment Appeals

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**BRIAN O. PHILLIPS, ESQUIRE**  
Attorney for Montgomery County

A large, stylized handwritten signature in dark ink, appearing to read 'FRANK R. BARTLE', is written over the printed name of the attorney below.

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**FRANK R. BARTLE, ESQUIRE**  
**ROBERT J. IANNOZZI, ESQUIRE**  
Attorneys for Methacton School District

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**ROBERT L. BRANT, JR., ESQUIRE**  
Attorney for Worcester Township