Township of Maidencreek

Annual Budget

Fiscal Year 2015

Board of Supervisors

David Franke, Chairman

Joseph E. Rudderow III, Vice Chairman

Claude Beaver, Road Master

Manager/Secretary/Treasurer

Diane Hollenbach

RESOLUTION -2014

A RESOLUTION OF THE TOWNSHIP OF MAIDENCREEK, IN THE COUNTY OF BERKS, COMMONWEALTH OF PENNSYLVANIA, APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSE OF THE MUNICIPAL GOVERNMENT, HEREINAFTER SET FORTH DURING THE YEAR 2015.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Maidencreek, County of Berks, Commonwealth of Pennsylvania:

SECTION 1: That for expenditures and expenses of the fiscal year 2015, the amounts are hereby appropriated from the fund equities, revenues and other financing sources available for the year 2015 for the specific purposes set forth on the following pages.

Adopted the 11th day of December, 2014.

Maidencreek Township Board of Supervisors

Attest:

David Franke, Chairman

Diane E. Hollenbach, Secretary

Joseph E. Rudderow III

Date: December 11, 2014

Claude Beaver

RESOLUTION -2014

A RESOLUTION OF THE TOWNSHIP OF MAIDENCREEK, IN THE COUNTY OF BERKS, COMMONWEALTH OF PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2015.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Maidencreek, County of Berks, Commonwealth of Pennsylvania:

SECTION 1: That a tax be and the same is hereby levied on all real property within the Township of Maidencreek subject to taxation for the fiscal year 2015 as follows:

General Purposes, the sum of on each dollar of assessed valuation, or the sum of on each one hundred dollars of assessed valuation	1.35000 Mills (.0013500) 0.135 Cents
Fire Purposes, the sum of on each dollar of assessed valuation, or the sum of on each one hundred dollars of assessed valuation	0.4000 Mills (.0004) 0.0400 Cents

The same being summarized in tabular form as follows:

	Mills on Each Dollar of Assessed Valuation	Cents on Each One Hundred Dollars of Assessed Valuation
Tax Rate of General Purposes	1.3500 Mills (.001350)	0.1350 Cents
Tax Rate for Fire Purposes	.4000 Mills (.00040)	0.0400 Cents
TOTAL	1.7500 Mills (.001750)	0.1750 Cents

Adopted the 11th day of December, 2014.

Maidencreek Township Board of Supervisors

Attest:

David Franke, Chairman

Diane E. Hollenbach, Secretary

Joseph Rudderow III

Claude Beaver

BUDGET SUMMARY

Account Number	Classifications	Total All Budgeted Funds	Line No.
	Assets		1
	Unencumbered Cash Balance January 1	$ 802,182.35	2
	Revenues and Other Financing		3
300	Taxes	$ 2,320,900.00	4
320	Licenses and Permits	$ 100,050.00	5
330	Fines and Forfeits	$ 19,000.00	6
340	Interest, Rents and Royalties	$ 36,838.00	7
350	Intergovernmental Revenue	$ 385,435.00	8
360	Charges for Services	$ 78,500.00	9
380	Miscellaneous Revenues		10
390	Other Financing Sources	$ 89,880.00	11
	Total Revenue and Other Financing Sources (sum of 4 thru 11)	$ 3,030,603.00	12
	Total Available for Appropriations (sum of lines 2 and 12)	$ 3,832,785.35	13
	Expenditures and Other Financing Uses		14
400	General Government	$ 338,495.00	15
410	Public Safety (Protection to Persons and Property)	$ 1,480,805.00	16
420	Health and Welfare	$ 110,258.42	17
	Public Works		18
426	Sanitation	$ 100,696.00	19
430	Highways, Roads and Streets	$ 1,106,570.93	20
440	Other Financing Sources	$ 25,000.00	21
450	Culture – Recreation	$ 183,075.00	22
460	Conservation and Development	$ -	23
470	Debt Service	$ 48,955.00	24
480	Miscellaneous Expensitures or Expenses	$ 318,930.00	25
490	Other Financing Uses	$ 120,000.00	26
	Total Expenditures and Other Financing Uses (sum of 15 thru 26)	$ 3,832,785.35	27
	Unappropriated Fund Equity (line 13 less line 27)	$ -	28
	Total Appropriated and Unappropriated (sum of lines 27 and 28)	$ 3,832,785.35	29

BUDGET SUMMARY BY FUND

Account Number	General Fund	Fire Tax	Parks and Recreation	State Liquid Fuels	Capital Reserve Fund	Operating Reserve	Line No.
			Assets				1
	$ 433,178.26	$ -	$ 120,000.00	$ 23,000.00	$ 116,997.67	$ 109,006.42	2
			Revenues and Other Financing				3
300	$ 2,133,750.00	$ 187,150.00					4
320	$ 100,050.00						5
330	$ 19,000.00						6
340	$ 36,072.00	$ 75.00	$ 75.00	$ 100.00	$ 264.00	$ 252.00	7
350	$ 74,500.00	$ 63,000.00		$ 247,935.00			8
360	$ 75,500.00		$ 3,000.00				9
380							10
390	$ 89,880.00						11
Total Revenue	$ 2,528,752.00	$ 250,225.00	$ 3,075.00	$ 248,035.00	$ 264.00	$ 252.00	12
Total Available	$ 2,961,930.26	$ 250,225.00	$ 123,075.00	$ 271,035.00	$ 117,261.67	$ 109,258.42	13
			Expenditures and Other Financing Uses				14
400	$ 338,495.00						15
410	$ 1,258,580.00	$ 222,225.00					16
420	$ 1,000.00					$ 109,258.42	17
			Public Works				18
426	$ 100,696.00						19
430	$ 718,274.26			$ 271,035.00	$ 117,261.67		20
440	$ 25,000.00						21
450	$ 60,000.00		$ 123,075.00				22
460							23
470	$ 48,955.00						24
480	$ 290,930.00	$ 28,000.00					25
490	$ 120,000.00						26
Total Expense	$ 2,961,930.26	$ 250,225.00	$ 123,075.00	$ 271,035.00	$ 117,261.67	$ 109,258.42	27
Unappropriated	$ -	$ -	$ -	$ -	$ -	$ -	28
Total Budget	$ 2,961,930.26	$ 250,225.00	$ 123,075.00	$ 271,035.00	$ 117,261.67	$ 109,258.42	29

The 2015 Budget presented some unique challenges. The Board has expressed interest in a dedicated Fire Tax and this budget proposes to end the Park and Recreation Tax and replace it with a dedicated Fire Tax. The Park and Recreation grants have been completed and no money is expected from that source in 2015. The money from the Recycling Grant has been requested but not yet received.

On the Expenditure side:

1. Police costs are proposed to increase by $99,671.63 (10%)
2. 9-1-1 Costs are increasing 17%
3. The change to a fire tax is not a one to one switch with Park and Recreation. In order to make sure that the Fire Company expenses are covered, the millage must be at least .0004 mills, therefore, .00015 mills must be either shifted from the General Fund budget to the Fire Tax (.00015 mills equals $70,150 from the General Fund) or real estate taxes must be raised. In addition, since the dedicated Park and Recreation tax will be removed, a portion of the General Fund must now cover Park and Recreation Costs.
4. Because of the additional employees becoming eligible for the pension, the pension MMO will double ($34,030).
5. Salt has increased by $10 per ton. ($63.33/ton) Average use 324 tons

To get close to a balanced budget, the capital expenditures have been reduced but we will still put money aside in a capital expenditure account to prepare for future replacement of equipment. The Township will save on recycling service this year and the streetlight electric budget has been reduced due to a new rate negotiation and changing utility regulations.

The budget before you does not contain a donation to the Ambulance or Fleetwood ALS. Blandon Ambulance has made great strides in management of their finances but the Township remains on the loan for the two new ambulances. As for Fleetwood ALS, The Blandon Ambulance pays them for medical assist. From Jan 1 to Sept 30, they have paid $44,773.80.

With all these adjustments, there is still a projected budget shortfall of 43,186.98. It is unknown at this time if Northern Berks Police will be returning their 2014 budget overage or even what that amount might be. Last year's amount returned was $56,834.41.

Maidencreek continues to have a significantly lower real estate tax millage as compared to other municipalities with our population that have a road crew and police force.

Maidencreek	9126 (population)	Police	1.5 mills
Robeson	7216	Police	2.5 mills
S. Heidelberg	7271	Police	3.31 mills
Maxatawny	7906	None	3.36 mills
Bern	6797	Police	3.116 mills
Ontelaunee	1646	Part of Our Regional Dept	3.8 mills
Leesport	1918	Part of Our Regional Dept	5.72 mills

A minimum increase of .00025mills is warranted in order to meet our obligations to Public Safety dure to the increases in the Police Budget, County 911 costs and Emergency Services. This then would put the General Fund at .00135 mills and the dedicated Fire Tax at .0004 mills.

Projects in the 2015 budget include road paving, implementation of a GIS System, Park and Recreation maintenance projects (Ont. Hts. Sinkhole repair, Community Park safety surface replacement), purchase of an ExMark gas mower and payments on the radio lease and two truck leases. Money will also be put into the Capital and Operating Reserve Funds for future expenses and shortfalls. If money is returned by Northern Berks Regional Police Department, it could be placed in the Operating Reserve Fund in case of future budget shortfalls.

Maidencreek Township Financial Monitoring

	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
REVENUE & EXPENDITURE PER CAPITA										
Total Operating Revenue	$ 2,921,999.00	$ 2,582,968.00	$2,222,565.10	$ 2,428,471.99	$ 2,438,796.35	$2,314,940.00	$ 2,346,004.00	$ 2,468,283.00	$ 2,501,228.00	$ 2,104,995.00
Total Operating Expenditures	$ 2,735,465.00	$ 2,719,733.00	$1,889,029.28	$ 2,697,794.11	$ 2,262,300.74	$2,719,367.00	$ 2,388,227.00	$ 2,366,807.00	$ 2,391,194.00	$ 1,817,083.00
Population	9329	9329	9126	9126	8936	8862	8793	8662	8316	7842
Revenue per Capita	$ 313.22	$ 276.88	$ 243.54	$ 266.10	$ 272.92	$ 261.22	$ 266.80	$ 284.96	$ 300.77	$ 268.43
Expenditures per Capita	$ 293.22	$ 291.54	$ 206.99	$ 295.62	$ 253.17	$ 306.86	$ 271.61	$ 273.24	$ 287.54	$ 231.71
Difference	$20.00	($14.66)	$36.55	($29.51)	$ 19.75	($45.64)	($4.80)	$11.72	$13.23	$36.71

	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
OPERATING POSTION										
General Fund Operating Expenditures	$ 2,340,005.00	$ 2,162,760.00	$1,595,270.23	$2,292,684.51	$ 1,955,934.26	$2,335,198.00	$ 2,013,371.00	$ 1,947,826.00	$ 1,921,102.00	$ 1,523,736.00
General Fund Operating Revenue	$ 2,556,663.00	$ 2,188,009.00	$1,914,593.60	$2,111,833.80	$ 2,029,137.89	$1,895,641.00	$ 1,948,675.00	$ 2,060,607.00	$ 2,097,287.00	$ 1,698,371.00
Operating Position	0.92	0.99	0.83	1.09	0.96	1.23	1.03	0.95	0.92	0.90

	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
REVENUES: BUDGET VS ACTUAL										
Actual Year End Revenue	2921999	$ 2,582,968.00	$1,914,593.60	$ 2,428,471.99	$ 2,438,796.35	$2,314,940.00	$ 2,346,004.00	$ 2,468,283.00	$ 2,501,228.00	$ 2,104,995.00
Budgeted Revenue	2873768	$ 2,555,575.00	$2,023,165.00	$2,168,130.00	$ 2,275,330.00	$2,335,640.00	$ 2,310,353.00	$ 2,219,378.00	$ 2,049,229.00	$ 1,768,955.00
Revenue Position	1.02	1.01	0.95	1.12	1.07	0.99	1.02	1.11	1.22	1.19

This chart compares estimated revenue with actual revenues. A result of 1.0 indicates break even situation, a result of less than 1.0 indicates revenues were budgeted in excess of actual revenues received.

	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
PROPERTY VALUE										
Assessed Property Value	481652500	474202700	478622600	469294700	468,759,400.00	462,002,300.00	447,196,100.00	417,000,000.00	393,829,200.00	363,528,400.00
Change in Value over previous year	1.57%	-0.92%	1.99%	0.11%	1.46%	3.31%	7.24%	5.88%	8.34%	

Type		General Fund	Fire	Parks	State Liquid Fuel	Capital Reserve	Operating Reserve	Road Improvement Fund (Hoch & Park Rd)
	Cash Balance 1/1/2015	$ 317,500.00	$ -	$ 120,000.00	$ 23,000.00	$ 116,997.67	$ 109,006.42	$ 115,678.26
300.00 · Taxes		(1.35 mills)	(.40 mills)					
	301.10 · Real Estate Tax (97% collection rate)	$ 630,350.00	$ 186,750.00					
	301.30 · Real Estate - Delinquent	$ 11,000.00						
	301.60 · Real Estate-Interim	$ 2,400.00	$ 400.00					
	310.10 · Real Estate Transfer Tax	$ 96,000.00						
	310.21 · Earned Income Tax-Current	$ 1,236,000.00						
	310.51 · LST-Current	$ 110,000.00						
	310.52 · LST - Prior Year	$ 40,000.00						
	310.61 · Amusement tax-Current	$ 8,000.00						
	TOTAL 300.00	$ 2,133,750.00	$ 187,150.00	$ -	$ -	$ -	$ -	$ -
321.00 · Business Licenses and Permits								
	321.42 · Electrical License	$ -						
	321.61 · Transient Retailers-Peddlers	$ 50.00						
	321.80 · Cable TV Franchise	$ 100,000.00						
	322.43 · Plumbing License	$ -						
	TOTAL 320.00	$ 100,050.00	$ -	$ -	$ -	$ -	$ -	$ -
330.00 · Fines and Forfeits								
	331.10 · Police Fines	$ 13,000.00						
	331.12 · Fines from Magistrate	$ -						
	331.13 · State Police Fines	$ 6,000.00						
	TOTAL 330.00	$ 19,000.00	$ -	$ -	$ -	$ -	$ -	$ -
340.00 · Interest Income		$ 1,000.00	$ 75.00	$ 75.00	$ 100.00	$ 264.00	$ 252.00	$ 3,252.00
342.00 · Rents & Royalties								
	342.20 · Rental Building	$ 15,000.00						
	342.00 · Rents & Royalties - Other	$ 15,820.00						
	342.45 · Rent of Facilities	$ 1,000.00						
	TOTAL 340.00	$ 32,820.00	$ 75.00	$ 75.00	$ 100.00	$ 264.00	$ 252.00	$ 3,252.00
355.00 · State Shared Revenue & Entitle								
	354.15 · Recycling/Act101	$ 15,000.00						
	355.01 · Public Utility Realty Tax-PURTA	$ 2,500.00						
	355.02 · Liquid Fuel				$ 235,775.00			
	355.03 · Liquid Fuel Turn Back Allowance				$ 12,160.00			
	355.04 · Alcoholic Beverage License	$ 1,000.00						

Type		General Fund	Fire	Parks	State Liquid Fuel	Capital Reserve	Operating Reserve	Road Improvement Fund (Hoch & Park Rd)
	355.05 · Municipal Pension State Aid	$ 7,500.00						
	355.07 · Sewage Facilities Enforcement	$ 500.00						
	355.98 · Police Foreign Fire Insurance	$ 48,000.00						
	355.99 · Fire Co. Foreign Fire Insurance		$ 63,000.00					
	357.07 · Recreation Grant	$ -		$ -				
	TOTAL 350.00	$ 74,500.00	$ 63,000.00	$ -	$ 247,935.00	$ -	$ -	$ -
361.00 · General Government (scrap, copies, books)								
	361.00 · General Government	$ 500.00						
362.00 · Public Safety								
	362.40 · Permits and Related Charges	$ 75,000.00						
	362.51 · Sale of Recycling Bins	$ -						
367.00 ·								
	367.45 · Recreation Event Admission							
	367.80 · Developer Fee In Lieu of Open Space			$ 3,000.00				
	TOTAL 360.00	$ 75,500.00	$ -	$ 3,000.00	$ -	$ -	$ -	$ -
387.00 · Donations and Contributions		$ -	$ -	$ -	$ -	$ -	$ -	$ -
395.00 · Prior Year Expenditures		$ 89,880.00	$ -	$ -	$ -	$ -	$ -	$ -
	*TOTAL REVENUE							
		General Fund	Fire	Parks	SLF	Capital Res	Operating Res	
		$ 2,525,500.00	$ 250,225.00	$ 3,075.00	$ 248,035.00	$ 264.00	$ 252.00	$ 3,252.00
400.00 · General Government								
	400.11 · Supervisor's Salary	$ 3,600.00						
	400.14 · Secretary Board Meetings	$ 2,000.00						
	400.20 · Office Supplies	$ 4,000.00						
	400.25 · Postage	$ 5,000.00						
	400.32 · Communications Phone	$ 1,000.00						
	400.329 · Internet Service	$ 1,000.00						
	400.34 · Advertising	$ 5,000.00						

Type		General Fund	Fire	Parks	State Liquid Fuel	Capital Reserve	Operating Reserve	Road Improvement Fund (Hoch & Park Rd)
	400.342 · Printing	$ 5,000.00						
	400.42 · Dues and Subscriptions	$ 5,550.00						
	400.44 · Sanitation(trash)	$ 1,600.00						
	400.45 · Contracted Services	$ 28,000.00						
	400.46 · Conferences and Seminars	$ 6,000.00						
	401.10 · Manager Salary	$ 72,000.00						
	402.11 · Auditor's Salary	$ -						
	402.45 · Audit Service	$ 4,900.00						
	403.11 · Tax Collector Wages	$ 6,400.00						
	403.20 · Tax Collector-Office Supplies	$ 1,500.00						
	403.35 · Taxcollector Bond	$ -						
	403.00 · Tax Collection - Other - TCC EIT	$ 100.00						
	404.31 · Solicitor/Legal Fees	$ 60,000.00						
	405.14 · Receptionist Wages - Fulltime	$ 38,045.00						
	405.33 · Mileage	$ 500.00						
	405.35 · Secretary Bond/Insurance	$ 600.00						
	406.31 · Bank Fees	$ 350.00						
	408.31 · Engineering Services	$ 50,000.00						
	409.14 · Building Staff	$ 1,600.00						
	409.20 · Building-Supplies	$ 14,000.00						
	409.22 · Shop Supplies	$ 3,500.00						
	409.25 · Bldg-Repairs & Maintenance	$ 1,500.00						
	409.36 · Electric	$ 5,500.00						
	409.366 · Water	$ 250.00						
	409.45 · Bldg-Contracted Services	$ 10,000.00						
	TOTAL 400.00	$ 338,495.00	$ -	$ -	$ -	$ -	$ -	$ -
410.00 · Police-Public Safety								
	410.45 · Police Contracted Services	$ 1,087,300.00						
	410.54 · Police Foreign Fire	$ 48,000.00						
	410.54 · Crime Alert Donation	$ 250.00						
411.00 · Fire -Public Safety			$ 142,700.00					
	411.16 · Foreign Fir Insurance		$ 63,000.00					
	412.54 · Donation to Medical Services	$ 2,000.00						
413.00 · SEO								

Type		General Fund	Fire	Parks	State Liquid Fuel	Capital Reserve	Operating Reserve	Road Improvement Fund (Hoch & Park Rd)
	413.31 · Building Inspections	$ 56,250.00						
	413.313 · Code Enforcement	$ 20,000.00						
	413.00 · SEO - Other	$ 5,000.00						
414.00 · Planning								
	414.12 · Planning Commission Wages	$ 3,000.00						
	414.14 · Secretary Wages-Planning Commis	$ 1,560.00						
415.00 · Emergency Management								
	415.32 · 911 Dispatching	$ 16,220.00	$ 16,525.00					
	415.00 · Emergency Management - Other	$ 16,000.00						
419.00 · Zoning								
	419.31 · Variance, Sp. Except	$ 3,000.00						
	TOTAL 410.00	$ 1,258,580.00	$ 222,225.00	$ -	$ -	$ -	$ -	$ -
420.00 · Health & Human Services								
	421.540 · Animal Control	$ 1,000.00					$ 109,258.42	
	TOTAL 420.00	$ 1,000.00	$ -	$ -	$ -	$ -	$ 109,258.42	$ -
426.00 · Recycling								
	426.20 · Recycling supplies	$ 250.00						
	426.45 · Recycling Contracted Svc	$ 93,696.00						
	427.00 · Waste Collection & Disposal	$ 6,750.00						
	TOTAL 426.00	$ 100,696.00	$ -	$ -	$ -	$ -	$ -	$ -
430.00 · Highways								
	430.191 · Uniforms	$ 5,000.00						
	430.231 · Gas	$ 14,000.00						
	430.26 · Highway Small Tools	$ 1,000.00						
	430.315 · CDL Drug Testing	$ 200.00						
	430.321 · Communication	$ 3,500.00						
	430.36 · Utility Marking	$ 230.00						
	430.362 · Truck Fuel	$ 22,500.00						
	430.74 · Major Capital Equip	$ 15,000.00						
432.00 · Ice & Snow Removal								
	432.14 · Snow and Ice Removal-Labor	$ 20,000.00						
	432.20 · Snow Supplies	$ 500.00			$ 40,000.00			
433.00 · Traffic Control Devices								
	433.12 · Crossing Guard	$ 3,000.00						

Type		General Fund	Fire	Parks	State Liquid Fuel	Capital Reserve	Operating Reserve	Road Improvement Fund (Hoch & Park Rd)
	433.20 · Sign Supplies	$ 10,000.00						
	433.36 · Electric Traffic Control Device	$ 1,914.00						
	433.45 · Traffic Ctl Dvcs Contracted Svc	$ 20,000.00						
434.00 · Street Lighting								
	434.20 · Street lighting Supplies	$ 5,000.00						
	434.36 · Street Lighting -Electric	$ 75,000.00						
	434.45 · Street Lighting -Contracted Ser	$ 2,000.00						
437.00 · Repairs of Tools & Machinery								
	437.20 · Machinery Repair-Supplies	$ 12,000.00						
	437.38 · Equipment Rental	$ 4,500.00						
	437.45 · Contracted Services-Repairs	$ 15,000.00						
438.00 · Road & Bridge Maintenance						$ 117,261.67		
	438.10 · Roadmaster Wages	$ 65,000.00						
	438.14 · Highway Maintenance Wages	$ 253,000.00						
	438.20 · Road Maintenance Supplies	$ 30,000.00						
	438.45 · Contracted Services-Road	$ 21,000.00			$ 231,035.00			$ 118,930.26
	TOTAL 430.00	$ 599,344.00	$ -	$ -	$ 271,035.00	$ 117,261.67	$ -	$ 118,930.26
446.00 · Storm Water Management & Flood		$ 25,000.00						
	TOTAL 440.00	$ 25,000.00	$ -	$ -	$ -	$ -	$ -	$ -
452.00 · Playgrounds								
	452.00 · Playgrounds - Other			$ 30,000.00				
454.00 · Parks								
	454.14 · Secretary Board Meetings	$ 1,500.00						
	454.20 · Parks-Supplies	$ 5,000.00						
	454.25 · Park Repair & Maint. Supplies	$ 5,000.00						
	454.36 · Electric	$ 2,000.00						
	454.45 · Contracted Service	$ 10,000.00						
	454.00 · Parks - Projects	$ 27,000.00		$ 81,075.00				
457.20 · Community Event Supplies				$ 12,000.00				
459.54 · Donations to Recreation - Library, Fish Rodeo		$ 9,500.00						
	TOTAL 450.00	$ 60,000.00	$ -	$ 123,075.00	$ -	$ -	$ -	$ -

Type		General Fund	Fire	Parks	State Liquid Fuel	Capital Reserve	Operating Reserve	Road Improvement Fund (Hoch & Park Rd)
470.00 · Debt Service								
	471.35 · Lease Principal	$ 44,645.00						
	472.35 · Lease Interest	$ 4,310.00						
		$ 48,955.00	$ -	$ -	$ -	$ -	$ -	$ -
481.00 · Intergovernmental Expenditures								
	481.161 · Fica -Employer	$ 26,100.00						
	481.162 · Unemployment Compensation	$ 6,300.00						
	481.163 · Medicare -Employer	$ 6,100.00						
483.00 · Pension/Retirement Fund Cont.		$ 34,030.00						
484.00 · Workers Comp.-Insurance		$ 32,000.00	$ 28,000.00					
486.00 · Insurance								
	486.156 · Health Insurance (includes eye, dental and D. Boyer)	$ 103,800.00						
	486.158 · Life & Disability	$ 6,400.00						
	486.163 · Prescription Reimb. Boyer	$ 1,500.00						
	486.351 · Property-Insurance	$ 20,000.00						
	486.352 · Liablilty(Casualty)-Insurance	$ 53,000.00						
487.00 · Employee Benefits - Longevity		$ 1,700.00						
	TOTAL 480.00	$ 290,930.00	$ 28,000.00	$ -	$ -	$ -	$ -	$ -
492.00 · Interfund Transfers								
	492.30 · Transfer to Capital Reserve	$ 60,000.00						
	492.95 · Transfer to Operating Reserve	$ 60,000.00						
	TOTAL 490.00	$ 120,000.00	$ -	$ -	$ -	$ -	$ -	$ -
		General Fund						
	2014 Expenses	$ 2,843,000.00	$ 250,225.00	$ 123,075.00	$ 271,035.00	$ 117,261.67	$ 109,258.42	$ 118,930.26
	2014 Revenue	$ 2,525,500.00	$ 250,225.00	$ 3,075.00	$ 248,035.00	$ 264.00	$ 252.00	$ 3,252.00
	Unencumbered Cash 12/31/2014	$ 317,500.00	$ -	$ 120,000.00	$ 23,000.00	$ 116,997.67	$ 109,006.42	$ 115,678.26
		$ -	$ -	$ -	$ -	$ -	$ -	$ -

Revenue

- 300.00 –Taxes
  - Real Estate Tax
    - Collected and used for general purposes (.001350) and fire (.0004).
    - Collection rate is about 97%.
  - Real Estate Tax Delinquent
    - Previous year's unpaid real estate taxes.
  - Interim Real Estate Tax
    - Portion of properties real estate tax prorated when a property's assessment changes part way through the year.
  - Real Estate Transfer Tax
    - ½% of tax assessed when a property is sold.
  - Earned Income Tax
    - ½% of each Township Residents annual wages. All advances have been paid back.
  - LST Current
    - $47 of $52 fee. Increased in 2011 to provide funding for Emergency Srvs.
  - LST Prior Year
  - Amusement Tax collected from area golf courses.
- 320.00 – Licenses
  - Electrical Contractor's License
  - Transient Retailers – Peddlers Permit
  - Cable TV Franchise Fee
    - Increased from 3% to 5% in Oct. 2010.
  - Plumbing Contractor's License
- 330.00 – Fines and Forfeits
  - Police Fines (Northern Berks Police)
  - Fines from Magistrate
  - State Police Fines
    - Received twice per year (June and December)
- 340.00 – Rents and Royalties
  - Interest
  - Building Rent
    - New lease with the Authority in effect until 2017
  - Cel Tower Land Lease
    - Monthly rent from Crown Castle which is increased yearly by cpi.
  - Rent of Facilities
    - Use of pavilion by out of township people & rent of ball field lights
- 350.00 - State Shared Revenue
  - Recycling Act 101
    - Grant given yearly by the PA DEP for previous years recycling performance.
  - PURTA
    - Grant given for percentage of real estate tax on exempt utility properties. Must be applied for by April 1.

- Liquid Fuel
  - Determined by population, dedicated roadway miles, consumption and wholesale price of gasoline. Increasing in 2015 due to gas tax hike.
- Turn Back Allowance
  - $4000 per mile received for 3.04 miles of roadway ($12,160.00)
- Alcoholic Beverage License
  - Liquor license fees distributed by state.
- Pension State Aid
  - Applied for by March 31 of each year. Must be used to pay Pension MMO.
- Sewage Facilities – Funding has been eliminated.
  - Yearly Enforcement Grant
  - Act 537 Reimbursement($17,500) – not included in budget but have not received yet,
- Fire Co. Foreign Fire
  - Must be distributed to the Fire Company Relief within 30 days of receipt
- Recreation Grant – None this year

- 360.00 - General Government
  - Sale of Maps, Copies
  - Public Safety
    - Permits
  - Recreation Event Admission
    - Entrance fee for Community Events
  - Developer Fee In Lieu of Open Space
    - 4 homes constructed @ 750.00 each
      (Melrose Place(2), Crossings at Maidencreek(2),
- 380.00 – Miscellaneous
  - Contributions and Donations
- 390.00 - Other Financing Uses
  - Unpaid revenue due from previous year. Includes 2013 Recycling Grant. Payment application sent in October 2014 and funds have not yet been received. Northern Berks Regional Police may return unused funds but this is unknown.

Real Estate Taxes

	Assessment	Millage	Tax
2/2/14 Assessed Value	$ 480,289,000.00	0.00175	$ 840,505.75
Interim January	$ 1,287,500.00	0.00175	$ 2,253.13
Interim April	$ 144,800.00	0.00175	$ 253.40
Interim July	$ 160,700.00	0.00175	$ 281.23
Interim October	$ 66,000.00	0.00175	$ 115.50
Reductions Due to Appe	$ (581,000.00)	0.00175	$ (1,016.75)
Total Assessed Value	$ 481,367,000.00	0.00175	$ 842,392.25
	.00135 mills		.0004 mills
	General Fund		Fire
	$ 649,845.45		$ 192,546.80
97% collection rate	**$ 630,350.09**		**$ 186,770.40**
	$ 60,170.88	0.000125	1/8 mill
	$ 120,341.75	0.00025	1/4 mill
	$ 144,410.10	0.0003	
	$ 192,546.80	0.0004	
	$ 240,683.50	0.0005	1/2 mill

Earned Income Tax Quarterly History
Maidencreek Township 2007-present

	Received March	Received June	Received Sept	Received Dec	Total for Year
2007	$ 214,343.39	$ 308,405.47	$ 231,565.43	$ 265,329.43	$ 1,019,643.72
2008	$ 243,218.21	$ 313,442.60	$ 237,248.67	$ 278,558.05	$ 1,072,467.53
2009	$ 252,499.89	$ 322,307.75	$ 243,562.33	$ 276,765.18	$ 1,095,135.15
2010	$ 245,417.99	$ 314,153.15	$ 239,693.00	$ 242,882.52	$ 1,042,146.66
2011	$ 232,342.10				

ACT 32 COLLECTION BEGAN MARCH 1, 2011

Collections for:	2011	2012	2013	2014	2015
January	N/A	$ 22,697.15	$ 34,608.20	$ 54,258.39	
February	N/A	$ 39,764.08	$ 67,321.74	$ 42,157.76	
March	$ 232,342.10	$ 203,757.51	$ 152,909.10	$ 190,635.11	
April	$ 21,443.69	$ 34,652.82	$ 37,380.90	$ 72,767.79	
May	$ 102,545.01	$ 53,845.15	$ 89,446.91	$ 51,670.03	
June	$ 189,537.97	$ 218,428.84	$ 177,475.43	$ 206,350.88	
July	$ 21,854.89	$ 38,928.74	$ 49,224.02	$ 54,888.24	
August	$ 65,465.08	$ 50,499.15	$ 49,000.95	$ 54,270.17	
September	$ 212,195.71	$ 143,848.24	$ 195,929.69	$ 207,078.83	
October	$ 23,439.31	$ 42,225.72	$ 46,528.19	$ 52,236.63	
November	$ 67,560.42	$ 68,972.56	$ 46,282.72	$ 36,387.38	
December	$ 170,502.90	$ 140,484.62	$ 177,805.51		
TOTAL	$ 1,106,887.08	$ 1,058,104.58	$ 1,123,913.36	$ 1,022,701.21	$ -

Maidencreek Township Building Permits
January to September

	2014	2013	2012	2011	2010	2009	2008
January	11337.75	$ 4,636.11	$ 3,500.61	$ 5,879.85	$ 6,914.09	$ 2,562.00	$ 1,916.12
February	2805.76	$ 5,261.77	$ 16,298.24	$ 12,720.84	$ 2,903.12	$ 80.00	$ 972.50
March	1666.06	$ 23,134.76	$ 10,951.02	$ 2,667.85	$ 3,912.59	$ 1,518.06	$ 691.50
April	11055.38	$ 5,384.30	$ 1,099.28	$ 4,132.62	$ 5,974.87	$ 36,007.32	$ 11,001.83
May	4690.55	$ 6,788.74	$ 12,811.28	$ 18,330.87	$ 11,124.38	$ 6,975.55	$ 12,653.86
June	8846.66	$ 3,365.48	$ 12,312.42	$ 9,675.92	$ 13,979.64	$ 5,022.58	$ 19,896.40
July	2336.06	$ 8,748.90	$ 40,100.78	$ 2,987.52	$ 66,425.37	$ 7,269.91	$ 10,344.66
August	2138.87	$ 2,414.24	$ 4,966.52	$ 17,311.51	$ 26,829.69	$ 5,267.31	$ 11,688.51
September	91214.47	$ 4,985.74	$ 11,982.66	$ 3,823.75	$ 4,834.00	$ 35,540.46	$ 2,066.61
9 Mo Total	136091.56	$ 64,720.04	$ 114,022.80	$ 79,541.73	$ 144,907.75	$ 102,252.19	$ 73,239.99

pennsylvania
DEPARTMENT OF TRANSPORTATION

NOTICE OF ESTIMATED ALLOCATION
MUNICIPAL LIQUID FUELS AND TURNBACK

October 2014

06222 MAIDEN CREEK
P O BOX 319
BLANDON, PENNSYLVANIA 19510

Dear Municipal Officials:

This letter shall serve as notification that your ESTIMATED Liquid Fuels (ACT 655) allocation for 2015 is $ 235,774.38. Please note that a portion of this payment is based on the State's Motor License Fund taxes to be collected during the remainder of the year. Therefore, changes in consumption or wholesale price could affect the final payment amount.

This amount is based on the mileage of 40.66 and the population of 9,126 for your municipality, according to our records as of January 1, 2014. Any changes made to your mileage figures in 2014 will be reflected in your March 1, 2015 ACTUAL Liquid Fuels payment.

In order to receive your payment on March 1, 2015, your municipality must be CERTIFIED by March 1, 2015. To be CERTIFIED you must submit the following completed reports to the indicated organization (see actual reports for mailing address):

Report Name	Submit To
1. MS-965 Actual Use Report of State Funds	PennDOT District Office
2. Survey of Financial Condition	DCED
3. Report of Appointed and Elected Officials	DCED

Please note that due to the payment date for the Liquid Fuels Tax Fund allocation being changed to March 1 and the due date for the 2014 Survey of Financial Condition (SOFC) being subsequent to that date (March 15), the Bureau of Municipal Services will rely upon the submission of the 2013 SOFC in determining a municipality's certification status.

In addition to filing the above reports with the correct organization by the date indicated, you should ensure that any findings from the audit of your Liquid Fuels Fund, as prepared by the Department of the Auditor General and/or Monitoring Review prepared by the Bureau of Municipal Services, are resolved.

In the spirit of efficiency, please note that a separate **HIGHWAY TRANSFER ESTIMATED PAYMENT (Act 32) letter will not be sent to municipalities.** This is known as the turnback program. Payments for the turnback program mileage will be made in March 2015 and applicable only to local governments participating in the turnback program. Your ESTIMATED Turnback allocation for 2015 is $ 12,160.00. This amount is based on the Turnback mileage of 3.04. Any changes made to your turnback mileage figures in 2013 and verified by the department by December 31, 2014, will be reflected in your March 1, 2015, ACTUAL Liquid Fuels payment.

If you receive your payment through electronic funds transfer and you have recently changed your banking information, you must notify the Vendor Data Management Unit (VDMU) at 1.877.435.7363. If you have any other questions regarding the **Liquid Fuels Tax Fund Allocation**, please call Ms. Kristen Sims, Financial Consulting Division, Pennsylvania Department of Transportation, at 717.214.6161. Questions about **Turnback payments** may be directed to Ms. Joan Williams, Programs and Services Division, Pennsylvania Department of Transportation, at 717.705.1188.

Sincerely,

Barry J. Schoch

Barry J. Schoch, P.E.
Secretary of Transportation

EXPENSES

- 400 – General Government
  - Supervisor's Salary
    - $100 per meeting
  - Meeting Secretary
    - Supervisors Secretary $150 per meeting (13 meetings)
    - Recreation Secretary $130 per meeting (10 meetings)
  - Office Supplies
    - Purchased through the COStars State Contract from Office Service or the Berks County Purchasing Council paper contract
  - Postage
    - meter rate adjustments
    - 2 newsletters, 1 calendar
    - PO Box fee
    - Postage
  - Phone
    - Building phone @ $85/month
  - Internet Svc
    - Website hosted through Yahoo @ 13.50/month
    - Service Electric Internet @ $62/month
  - Advertising
    - Meetings – meeting ads ($500)
    - Public Hearings ($750)
    - Street Sweeping ($275)
    - Road Work ($550)
    - Ag Security ($500)
    - Audit Notice ($275)
    - Budget Notice ($150)
  - Printing
    - Newsletter ($1000 each) We will be doing a Community Calendar this year.
  - Dues and Subscriptions
    - Consv. Dist ($100)
    - County Appeals Board ($200)
    - County Public Works Assoc ($75)
    - County Assoc Supervisors ($60)
    - Sams Club ($90)
    - Reading Eagle ($250)
    - Center for Comm. Leadership ($100)
    - County Purchasing Council ($150)
    - PSATS ($2400)
    - Solid Waste Authority ($250)
    - MS4 ($500)
    - Parks & Rec Society ($40)
  - Sanitation

        - Dumpster @ $120/month
    - Contracted Svc
        - Copier Lease ($2,550)
        - Stenographer ($300/hearing)
        - Code Supplements ($2200),
        - Payroll Service ($2,000)
        - Computer Network Support ($3,000)
        - Installation of GIS System ($18,000)
    - Conferences and Seminars
    - Manager Salary - Salary increase equal to 2015 Union Contract for employees 2.5%.
    - Audit Service
        - Kosmerl and Co provide annual audit of accounts – State requirement
    - Tax Collection
        - Wages
        - Postage
        - Bond
        - County fee
    - Legal
    - Receptionist Salary
        - $18.29/hr fulltime clerk/receptionist rate set by Union Contract
    - Mileage
        - For travel to classes using IRS approved rate
    - Bonding
        - Treasurer for the highest amount in the General Fund at any time during the year
    - Bank Fees
        - Checks
        - Safety Deposit Box ($65)
    - Engineering
    - Building Staff Wages
        - Cleaning person @ $15.50 for 104 hrs
    - Building Supplies
        - Mats
        - Med Kits
        - Heating Oil 3200 gallons
        - Cleaning Products
        - Paper Products
    - Shop Supplies
        - Rakes, shovels, fluids, drill bits
        - Ear & eye protection, gloves
        - Welding supplies
    - Building Repair & Maintenance
    - Building Electric
    - Water
    - Building Contracted Service

- Fire Extinguisher Svc
- Ehrlich
- Weed Control
- Master Planning for 257 Main Street, Blandon

From: Tom Unger <t.unger@sdei.net>
To: Diane Hollenbach <maidentwp@aol.com>
Subject: FW: GIS Software & Hardware Costs
Date: Thu, Oct 9, 2014 12:16 pm

Diane,

Here are the GIS requirements for computer and software costs. May want to investigate if there would be a savings doing something jointly with the MTA.

Tom

From: Steve Moyer
Sent: Thursday, October 09, 2014 8:30 AM
To: Tom Unger
Subject: GIS Software & Hardware Costs

The minimum system requirements are a PC Platform with:

- Operating system: Windows 8, Windows 7, Windows Vista, Windows XP
- Memory: 2 GB RAM or higher
- Processor: 2.2 GHz (multicore)
- Graphics: 64 MB RAM minimum, 256 MB RAM or higher recommended

The cost of a computer meeting these requirements is approximately $1,800.00.

The government discount rate for ArcGIS Desktop Basic software is approximately $1,300.00.

For software budgeting purposes, the municipality should budget $400/yr for a yearly maintenance program through ESRI which will include regular software updates and the assignment of a customer support representative.

Steven W. Moyer | Planner
Systems Design Engineering, Inc.
1032 James Drive | Leesport, PA 19533

T:610.916.8500
F:610.916.8501
www.sdei.net

SCOPE OF WORK
MAIDENCREEK TOWNSHIP AUTHORITY GIS PROJECT
MAIDENCREEK TOWNSHIP, BERKS COUNTY

SCOPE OF WORK

Project Description:

This document serves as the proposal to create a GIS Project for Maidencreek Township Authority, Berks County, Pennsylvania. The project will include maps and pertinent data such as parcels, infrastructure, the Authority sewer and water system, orthophotography, and topography. The Authority sanitary sewer / water system will include sanitary sewer lines and manholes, water lines, and their respective attributes.

The GIS Project is the final deliverable product. It will be delivered via DVD and a back up will be kept in our possession. The GIS Project includes on-site training.

Hardware and software:

This proposal assumes the Authority will purchase a computer system capable of running ESRI's ArcGIS software or using an existing desktop. A new laptop for field us will should also be purchased. The minimum system requirements are a PC Platform with:

- Operating system: Windows 7, Windows Vista, or Windows XP
- Memory: 2 GB RAM or higher
- Processor: 2.2 GHz (multicore)
- Graphics: 64 MB RAM minimum, 256 MB RAM or higher recommended

The cost associated with the purchase of ArcGIS software is not included in this proposal. The Authority can save money by ordering directly from ESRI. You will receive the government discount rate which is approximately $1,300.00.

The Authority should contact ESRI at 800-447-9778 and order a single-use license of ArcGIS ArcView 10.

For software budgeting purposes, the Authority should budget $400/yr for a yearly maintenance program through ESRI that will include regular software updates and the assignment of a customer support representative.

Alternately, the Authority can simply download and install ArcGIS Explorer Desktop which is a free GIS viewer and will allow you to view the GIS project. With the free viewer, editing of the data is not possible.

GIS Project:

The GIS Project will be built upon Maidencreek Township parcel line information (tax maps) obtained through the Berks County GIS Department. Readily-available data[1] will be collected and added to the GIS Project as a series of ArcView Map Projects set up in logical individual projects. It is envisioned that the Maidencreek Township Authority GIS Project will be developed in an initial and subsequent enhancement phases.

Initial Phase (Year One):

The initial phase would focus upon the readily available data which would provide the Authority with a significant data resource suitable for making planning related decisions.

For the initial phase of the GIS Project, the Authority geodatabase will include, at a minimum, the following spatial data files.

File	Source
Parcels	Berks County GIS, 2012
Boundaries	Pennsylvania Department of Transportation, 2011
Roads	Pennsylvania Department of Transportation, 2011
Streams	Pennsylvania State University, 1998
Floodplains	Pennsylvania State University, 1996
Watersheds	Pennsylvania State University, 1997
Topographic Maps	United States Geologic Survey
Orthophotography	Delaware Valley Regional Planning Commission, 2004
Soils	United States Department of Agriculture, 2004
Prime Farmlands	Maidencreek Township / Berks County Soil Survey
Geology	Pennsylvania Department of Conservation and Natural Resources, 2001
Beneficial Land Use	Pennsylvania Department of Environmental Protection, 2009
Brownfields	Pennsylvania Department of Environmental Protection, 2009
Zoning	Maidencreek Township / Berks County Planning Commission
Wells	Pennsylvania Groundwater Inventory System
Sanitary Sewer	See more detailed description below
Water System	See more detailed description below

SDE previously located manholes, water valves and fire hydrants within the Township. This information will be imported into the Authority geodatabase prior to the location of any sewer/water infrastructure to ensure non-duplication of activities. Any new

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1 Readily-available data is considered any format of spatial data in digital form. Images and AutoCAD drawing files without a specified coordinate system and locations are not included. This proposal includes the aforementioned datasets and any additional data identified by the Authority that is readily-available. Most spatial data will be clipped to a two-mile buffer around the Township.

manholes, water valves and fire hydrants since our inventory will be located as part of the initial phase.

The initial phase will also include the following detailed information for the sanitary sewer and water infrastructure:

Sanitary Sewer:

Sanitary Manholes
- Manhole ID number
- Rim elevation
- Pipe diameter into manhole

Sanitary Gravity Main
- Pipe size and shape
- Pipe length
- Material(s)
- Up manhole ID
- Down manhole ID

Water System Infrastructure:
- Water valves
- Fire hydrants
- Line size
- Elevations

As experience increases with the operation of the GIS Project, the Authority could expand the geodatabase as time and budget constraints permit to go into areas beyond planning. Subsequent project phases can include the following more detailed sewer and water infrastructure attributes:

Subsequent Phases (Years Three and Four):

Sanitary Manholes
- Inspection Date
- Horizontal coordinates
- Drop manhole: yes/no
- Center manhole depth
- Evidence of surcharge
- Presence and type of steps or rungs
- Pipe invert elevation(s) into manhole (two elevations for drop connection types)
- Pipe invert elevation out of manhole
- Manhole construction material
- Manhole cover diameter

Sanitary Gravity Main

- Up manhole invert
- Down manhole invert
- Up manhole depth
- Down manhole depth
- Pipe slope
- Normal flow direction

Force Main Valves

- Inspection Date
- Coordinates for air release valves, and other valve structures

Sanitary Pump Station

- Inspection Date
- Horizontal and vertical coordinates for corners of pumping structures
- Pump station name
- Physical and mechanical attributes
- Elevations

Wastewater Treatment Plant Building

- Inspection Date
- Building footprint
- Name of building
- Physical and mechanical attributes

Water System Infrastructure

- Curb stops
- Pressure data
- Flow data
- Well locations with flow rates and safety zones
- Water tank locations
- Booster pump station (Tree Tops)
- Well 5 (Treatment Plant) information
- Authority owned parcels (with deeds and boundaries)

Data of specific interest

This proposal does not go into the details of creating the GIS Project but certain data require noting:

Parcels from the County include assessment data such as name, mailing address, description, deed book reference pages, value, land use code, homestead enrollment status. This data set should not be modified since it is regularly updated by the County and can be kept current in the Authority's GIS by regular updates. This process will be taught during the on-site training.

Wells data is available through the PA Topographic & Geologic Survey PaGWIS however it is available in database, not spatial, form. This project includes the conversion of that database into a spatial file. PaGWIS data that is not uniquely identifiable to Berks County parcel data cannot be guaranteed to be included. Well data will be identified by the parcel in which it is contained and specific well location accuracy does not apply.

Sanitary Sewer & Water data has varying functionality within a GIS system. At a minimum a sewer/water network in spatial form can be used to track and analyze maintenance and trends. This proposal includes the creation of a spatial sewer/water network to include the base functionality for maintenance tracking and links to digital photography and other digital images such as CAD plan and profile drawings

As a side issue as part of the GIS Project, it would be desirable to have SDE establish designated Township Benchmarks to be used for all future subdivisions / land developments so that the elevation datum for these plans would be the same as used in for the GIS Project.

Training and Support:

This proposal includes the delivery of the GIS Project to the Authority and installation onto the Authority's computer(s). This proposal also includes 10 hours of GIS training customized to the individual(s) determined by the Authority. Training should be a minimum of 2-hr sessions.

PROJECT STAFFING:

The project would be undertaken by the following SDE Staff:

- Project Manager – Gregory T. Unger, P.E.
- GIS Analyst - Steven Moyer
- Project Planner – C. Bruce Heilman, AICP
- Survey – Kevin Mohn, PLS
- CAD Technician - Jim Stokes

SCHEDULE:

For the Scope of services outlined in this proposal, we can begin immediately upon direction of the Authority.

Based on past experience with similar projects for other municipalities, we would anticipate a time frame of six to nine months to complete the GIS system with the readily available data. A key issue impacting upon the schedule would be the timing of the start of the project work. GIS data acquisition efforts are hampered by full foliage conditions during the summer months. Additionally, the more detailed

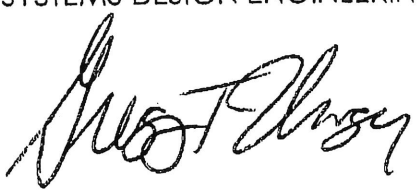
information requested by the Authority (pipe inverts, manhole depths, rim elevations, etc) will also affect the timing of the final product.

COST ESTIMATE:

Based upon the above outline of issues to be addressed as part of the development of the Maidencreek Township Authority GIS Project, the General Manager and Authority has budgeted $25,000.00 per year for three (3) years in their budgetary planning. Since the 2014 fiscal year is nearing the end, the amount of $15,000 is expected to be used. An amount of $25,000 is expected to be utilized in 2015 to complete the initial phase of the project which build the base structure of the GIS system. Continued updates on the scope and costs will be presented on a yearly basis after the after the initial phase (year three and on).

Systems Design Engineering, Inc. will work with the Authority after the initial phase to utilize Authority staff, interns or other methods to input linked data to the system for a cost effect method of data input.

Very truly yours,
SYSTEMS DESIGN ENGINEERING, INC.



Gregory T. Unger, P.E.
Principal

- 410.00 - Public Safety
  - Police Contracted Service
    - 47.5% of budget. Budget draft increases costs 10%
  - MMO - Police
  - Crime Alert Donation
  - Foreign Fire Insurance (Pension State Aid)
  - Fireman's Relief Contribution- removed from budget and proposing a fire tax
  - Donation to Medical Services
    - Visiting Nurses - $2,000
  - On Lot Sewage Enforcement
    - Includes implementation of Act 537 Plan
  - Building Inspections
  - Code Enforcement
  - Planning Commission Wages
    - 5 Commissioner @ $50/mtg
  - Secretary Planning Commission
    - 12 mtgs @ $130 each
  - Emergency Management Supplies
    - Radio payments,
    - Coordinator Salary
  - 911 Dispatching for fire & ambulance
  - Variance, Special Exceptions costs to Township
- 420.00 - Health & Welfare
  - Animal Control ($1000) Animal Rescue League
- 426.00 – Sanitation
  - Recycling Supplies
    - Blades and hoses, bins
  - Recycling Contracted Svc
    - Curbside pick up program of residential recycling (Mandated by State)
  - Clean Up Day
  - Waste Collection and Disposal
    - Recycling drop off site
    - Porta potties for Ont Hts Ball Field

DRAFT

NORTHERN BERKS

REGIONAL POLICE

2015

BUDGET

2015

PAYROLL	500	CHIEF	$	86,059.10
	501	SGT.	$	149,668.00
	502	PATROL	$	755,205.44
	504	OVER TIME	$	53,970.00
	505	HOLIDAY	$	107,076.48
	506	SECRETARY	$	53,809.60
	519	SECRETARY PENSION	$	8,071.44
	510	SOCIAL SECURITY/MEDICARE	$	23,696.71
	511	LONGEVITY	$	11,600.00
INSURANCE	517.01	LIABILITY	$	20,092.50
	517.02	AUTO/PROPERTY/PACKAGE	$	21,773.85
	517.03	WORKERS COMP	$	136,546.74
	517.04	MEDICAL INS.	$	278,326.80
	517.045	HEALTH DEDUCTIBLES	$	4,000.00
	517.05	RETIREMENT INS. - GAUL & REICHLEIN	$	4,104.54
	517.07	LIFE INS.	$	3,072.00
	517.08	DISABILITY INS.	$	13,728.60
	517.1	OFFICER'S PENSION	$	52,287.20
	517.11	2013 MMO	$	100,000.00
PERATING COSTS	514	DET. CLOTHING ALLOW	$	650.00
	515	UNIFORMS	$	5,960.56
	516	LEGAL FEES	$	20,000.00
	520	PRINTING	$	700.00
	521	PAYROLL	$	1,728.15
	522	ADVERTISING	$	300.00
	523	POSTAGE	$	900.00
	525	OFFICE SUPPLIES	$	3,500.00
	530	AMMUNITION	$	4,000.00
	531	TRAINING	$	7,000.00
	532	RECRUITMENT	$	1,000.00
	534	VASCAR	$	4,000.00
	535	COMMUNICATIONS COSTS	$	77,481.68
	536	EQUIPMENT REPLACEMENT/NEW	$	17,000.00
	537	TELEPHONE/LONG DISTANCE	$	3,833.60
	538	MOBILE PHONES	$	3,802.56
	540	FILM PROCESSING	$	50.00
	541	MEMBERSHIP DUES	$	1,700.00

VEHICLE MAINTENANCE	553.01	VEHICLE REPAIR/MAINTENANCE	$	23,500.00
	553.02	TIRES	$	3,500.00
	553.03	BATTERIES	$	600.00
	553.04	WASH/CLEAN	$	2,500.00
	554	FUEL	$	49,267.85
	555	PARKING	$	50.00
	556	NEW VEHICLE	$	50,000.00
HEADQUARTERS	560.01	RENT	$	42,986.07
	560.02	UTILITIES	$	16,595.80
	560.04	SUPPLIES	$	1,000.00
	560.05	COMPUTER	$	6,817.27
	560.051	IT SUPPORT	$	28,707.00
	560.06	MOBILE DATA UNITS	$	10,088.00
	560.07	FUTURE MOBILE DATA UNIT FUND	$	12,744.60
	564	AUDIT	$	4,000.00
		PROPOSED 2015 BUDGET	**$**	**2,289,052.14**

		MUNICIPALITY CONTRIBUTION OBLIGATIONS		YEAR		MONTH
MAIDENCREEK	TWP	47.50%	$	1,087,299.77	$	90,608.31
ONTELAUNEE	TWP	33%	$	755,387.21	$	62,948.93
LEESPORT	BORO	19.50%	$	446,365.17	$	37,197.10

2015 BUDGET	$	2,289,052.14
2014 BUDGET	$	2,079,217.14
INCREASE	$	209,835.00

10% INCREASE

2015 **PERSONNEL**

00	**CHIEF** Per Contract: Chief 15% above the highest paid officer **$86,059.10** Hourly Rate $41.38 OT Rate $62.07	$	86,059.10
501	**SERGEANT** Per Contract: Sgt. 9% above 2015 base of $68,655.04 **$74,834.00 (2015 Sgt. rate) x 2 sergeants =$149,668.00** Hourly Rate $35.98 OT Rate $53.97	$	149,668.00
502	**OFFICERS** Per Arbitration Ruling a 3% increase of the 2014 base of $66,655.37 **$ 68,655.04 (2015 base) x 11 officers = $755,205.44** Hourly Rate $33.01, OT Rate $49.52	$	755,205.44
504	**OVER TIME** 2014 Budget $46,054.90.11 YTD $42,360.32 (9/30/14) 1000 est. OT hours x $53.97 (Sgt. OT rate) included estimated sick time bonus.	$	53,970.00
505	**HOLIDAY** 2014 Budget $99,538.96, YTD $52,226.57 (9/30/2014) Contractual benefit; all full time officers in addition to their regular compensation, receive holiday pay 10 hr.@ regular rate for 12 holidays, and if the officer works on the holiday compensation is paid @ over time rate.	$	107,076.48
506	**SECRETARY** 2014 Wages $51,717.54. After Commission's performance evaluation a $1.00 increase was approved for 2015 Hourly Rate $25.87 OT Rate $38.81	$	53,809.60
519	**SECRETARY PENSION** Per contract agreement, Commission contributes 15% of total wages to a investment fund for retirement.	$	8,071.44
510	**SOCIAL SECURITY/MEDICARE** 2014 Budget $21,203.83 YTD $13,405.95 (9/30/14) Commission matchs Social Security and Medicare contributions for Secretary and Medicare only for the Police Officers. Average $800.00 contribution (per pay w/14 officers) x 26.5 pays = $21,200.00. Included Unemployment Solvency Fee $2,496.71 (est. 2014 wages x .0024 solvancy fee)	$	23,696.71
511	**LONGEVITY** This budget item is a contractual benefit. $250.00 for the first 5 years of service, and $50.00 for every year there after, cap is $1,250.00.	$	11,600.00

S Eaken	23 years $1,150.00
R Horner	25 years $1,250.00
R Mohl	27 years $1,250.00
M Deblasi	23 years $1,150.00
M Cardona	22 years $1,100.00
S Hoptley	20 years $1,000.00
C Hobart	17 years $850.00
R Wood	16 years $800.00
A Shinkus	14 years $700.00
D Drazenovich	13 years $650.00
S Showalter	12 years $600.00
W Dillman	11 years $550.00
A Toro	11 years $550.00

TOTAL WAGES $ 1,249,156.77

2015 INSURANCE

517.01	**LIABILITY - Police Professional, Public Officials, Secretary Bond** 2014-2015 proposal $18,850.00 w/5% increase = $19,792.50 + $300.00 Secretary Bond. Liability Insurance is an annual payment that must be paid by 10/1 each year for the upcoming year. (ie: payment in 10/1/2014 paid for coverage 10/1/2014-9/30/2015)	$	20,092.50
517.02	**AUTO/PROPERTY** 2014-2015 proposal $20,737.00 w/5% increase = $21,773.85. Auto and Property Insurance is an annual payment that must be paid by 10/1 each year for the upcoming year. (ie: payment in 10/1/2014 paid for coverage 10/1/2014-9/30/2015)	$	21,773.85
517.03	**WORKERS COMPENSATION** 2014 Budget $106,103.94, YTD $90,628.00 (9/30/2014) 2014/2015 Work Compensation quote $124,438.00, $3,751.16 (est.) processing/renewal fee to The Securus Group, $4,500.00 (est.) audit, estimated a 31% increase $3,857.58 (May-Dec)	$	136,546.74
517.04	**MEDICAL INSURANCE** 2014-2015 Health Insurance CAPITAL BLUE CROSS 4.5% increase $268,295.88 + Dental UNITED CONCORDIA $10,030.92	$	278,326.80
517.045	**HEALTH REIMBURSEMENTS** 2014 Budget $4,000.00 YTD $3,000.00 (9/30/14) MOU requires reimbursement of difference in doctor and prescriptions to keep officers whole. Estimating $4,000.00 for doctor and prescriptions. Maintained Budget	$	4,000.00
517.05	**RETIREE HEALTH INSURANCE** 2014 Budget $6,408.24, YTD $2,166.62 (9/30/14) Commission is responsible for 1/2 of retired officer's health insurance. **L. Gaul's widow** receives compensation for 1/2 of her monthly health insurance payment which currently is ($441.92) = $220.96 x 12 = $2,651.52 w/15% increase =$3,049.32, and **David Reichlein** receives 1/2 of his monthly health insurance ($152.95) = $76.47 x 12 = $1,055.29.	$	4,104.54
517.07	**LIFE INSURANCE** 2014 Budget $2,965.41, YTD $1,984.00 (9/30/14) This policy renews 1/1/15, Maidencreek Township holds the policy. $256 (Current premium/15 employees) x 12 = $3,072.00	$	3,072.00
517.08	**DISABILITY INSURANCE** 2014 Budget $12,859.68 YTD $9,627.74 (9/30/14)This policy renews 1/1/15, Maidencreek Township holds the policy. $1,144.05 (current costs/15 employees) x 12 = $13,728.60	$	13,728.60
517.1	**PENSION** Officer's contribute 2% of their wages in 2015 and and Commission contributes 4.51% in 2015 of the officers' wages to the NBRPD Pension Fund. Calculated: 4.51 % of wages, overtime, estimated holiday and longevity = $1,159,361.42 x 4.51% = $52,287.20.	$	52,287.20
517.11	**2014 MMO** State Requirements and Commission's request the 2015 MMO be included in the budget to prevent additional costs to each municipality at the end of the year. Calculated: 2015 MMO of $251,516.77 - minus (est.) $100,993.32 (est.) State contribution - minus $52,287.20, Commissions 4.51% contribution = $98,236.25. As a precaution estimated $100,000.00.	$	100,000.00

TOTAL INSURANCE $ 633,932.23

2015

OPERATING COSTS

514	**DETECTIVE CLOTHING ALLOWANCE** This Budget item remains fixed as it is a contractual benefit for a Detective's clothing allowance of $650.00. Maintained budget amount.	$	650.00
515	**UNIFORMS** 2014 Budget - $5,960.56,YTD $1,021.44 (9/30/14) Commission provides uniforms and boots for all Police Officers, and any other uniform equipment specified in departmental policy.	$	5,960.56
516	**LEGAL FEES** 2014 Budget - $20,000,YTD $5,687.50 (9/30/2014) Maintianed budget for 2015 contract negotiations	$	20,000.00
520	**PRINTING** 2014 Budget - $700.00,YTD $98.95 (9/30/14) Responsible for printing of: Accident Receipts, Court Pks., Abandoned Vehicle Stickers, and general forms. Police Departments required to purchase their own citations. Maintained budget.	$	700.00
521	**PAYROLL** 2014 Budget $1,728.15, YTD $1,119.36 (9/30/14) Maintained budget	$	1,728.15
522	**ADVERTISING** 2014 Budget $300.00, YTD $129.50 (9/30/14) Minimal advertising is necessary. The yearly meeting schedule is advertised in the beginning of each year. Maintained budget	$	300.00
523	**POSTAGE** 2014 Budget $900.00,YTD $349.28 (9/30/14) Although postage has increased, utilizing email for municipal invoicing and the minutes has helped maintain a reasonable balance. Maintained	$	900.00
525	**OFFICE SUPPLIES** 2014 Budget $3,500.00,YTD $1,114.20 (9/30/14) A minimal inventory is maintained because office supply company provides next day delivery and if supplies are needed immediately, a quick trip to Sam's or Wal-Mart suffices. Replacement of copier/fax/scanner has reduced costs dramatically.	$	3,500.00
530	**AMMUNITION** 2014 Budget $4,000.00,YTD $2,096.90 (9/30/14) Maintain enough stock for officers to qualify twice a year using 50 rounds per qualification, in addition to duty ammunition. Due to high demand costs have increased for the same amount of ammo.	$	4,000.00
531	**TRAINING** 2014 Budget $7,000.00,YTD $2,621.71 (9/30/14) Commission provides educational opportunities for any Officer when deemed necessary by the Chief. There are times one officer may attend a training/educational seminar or class or it could be the entire department. Maintained budget.	$	7,000.00
532	**RECRUITMENT** 2014 Budget $1,000.00,YTD "0" (9/30/14) Funds necessary for physical and physiological examination and complete a background check for new officer. Maintained budget	$	1,000.00
534	**VASCAR** 2014 Budget $4,000.00,YTD $2,653.50 (9/30/14) Annual Calibration Agreement, new equipment or replacement of equipment, and repairs included. Maintained budget amount.	$	4,000.00

2015

OPERATING COSTS, continued

535	**COMMUNICATIONS COSTS** 2015 BCCC Billing: Maidencreek $55,720.87, Ontelaunee $10,050.03, Leesport $11,710.78. Berks County Communications Center bills PD once a year, payable by 6/1.	$	77,481.68
536	**EQUIPMENT REPLACEMENT/REPAIR/PURCHASE** 2014 Budget $17,000.00, YTD$12,210.19 (9/30/14) This budget item involves equipment for new and existing vehicles, replacement or repair of equipment, investigation inventory. Maintained budget	$	17,000.00
537	**TELEPHONE, LONG DISTANCE, INTERNET** 2014 Budget $3,542.48,YTD $1,631.96 (9/30/14) Telephone, Long Distance, Internet and Cable supplied by Comcast. Average monthly invoice $277.80 x 12 months = $3,333.60 + $500.00 for additional equipment and/or repairs.	$	3,833.60
538	**MOBILE PHONES** 2014 Budget $3,025.00, YTD $2,629.25 (9/30/14) Average monthly costs - $316.88 x 12 months = $3,802.56	$	3,802.56
540	**FILM PROCESSING** 2014 Budget $50.00, YTD "0" (9/30/14) Our costs for film processing has drastically dropped since digital cameras and down loading to CD's have become our practice. Any photos requested by an outside source must reimbursed to the department. Maintained budget	$	50.00
541	**MEMBERSHIP DUES** 2014 Budget $1,700.00, YTD $1,146.00 (9/30/14) There are several organizations that required membership dues. It is important to keep these memberships and/or publications active to remain current with changing policies and events, plus an a additional fee to purchase vehicles under state contract.	$	1,700.00
	TOTAL OPERATING COSTS	$	153,606.55

2015

VEHICLE MAINTENANCE

553.01	**VEHICLE MAINTENANCE** 2014 Budget $23,500.00,YTD $9,846.95 (9/30/14) Regular service and maintenance continues. All vehicles are in service. Commission advised to keep in mind there are several vehicles with high mileage which could cause maintenance expenses rise.	$	23,500.00
553.02	**TIRES** 2014 Budget $3,500.00,YTD $557.20 (9/30/14) Maintained budget. Minimal purchases due to 2013 stock.	$	3,500.00
553.03	**BATTERIES** 2014 Budget $600.00,YTD $239.49 (9/30/14) Batteries are purchased and installed by Advance Auto Parts at a considerable savings. Batteries are under a warranty which allows for replacement at no charge. Maintained budget.	$	600.00
553.04	**WASH VEHICLES** 2014 Budget $2,500.00,YTD $1,680.10 (9/30/14) The mobile car wash service visits the police department on a weekly cycle. This is very convenient, and cost effective service for a positive appearance. Maintained budget	$	2,500.00
554	**FUEL** 2014 Budget $41,74608 , YTD $30,548.28 (9/30/14) Anticipated a full staff utilizing additional fuel. Average fuel consumption for the past 7 years = 13,498.04 gal. x $3.65 = $49,267.85	$	49,267.85
555	**PARKING** 2014 Budget $50.00,YTD $19.35 (9/30/14) On occasion officers must pay to park when attending a hearing, seminar or meetings, and highway tolls.	$	50.00
556	**NEW VEHICLES** NBRPD needs to replace vehicles. New vehicles range between $21,000.00 to $25,000.00 and/or Tahoe or Truck $30,000.00 to $35,000.00 plus additional $15,000.00 to equip to prepare for service. Commission requested funds included in budget to replace vehicles.	$	50,000.00

TOTAL VEHICLE MAINTENANCE $ 129,417.85

2015 HEADQUARTERS

560.01	**RENT** Ontelaunee Township Lease Agreement dictates a yearly 3% increase Monthly rent $3,582.18	**$**	**42,986.07**
560.02	**UTILITIES** 2014 Budget $16,084.00, YTD $13,053.41 (9/30/14) Items included are Cleaning Service @$3,900.00, Water @ $169.00 (est.), Electric @ $12,526.80 (est.).	**$**	**16,595.80**
560.04	**HEADQUARTER SUPPLY** 2014 Budget $1,000.00, YTD $150.03 (9/30/14) Budget item for purchase of T-paper, paper towels, cleaning supplies and miscellaneous items. Maintained budget	**$**	**1,000.00**
560.05	**COMPUTER** 2014 Budget $6,817.27 YTD $7,655.75 (9/30/14) Cody record keeping yearly maintenance fee w/3%increase= $3,317.27. Possible Cody upgrade $3,500.00 and/or equipment. 2014 exceeded budget due to additional license required to run Cody. Maintained budget.	**$**	**6,817.27**
560.051	**IT SUPPORT** Service Contract: 2 servers = $950.00, 15 users =$1,200.00 + GB overage = $82.25 + 16 mailboxes = $2,392.25 x 12 months = $28,707.00 (additional cost of Omega hosting 16 email accounts ($1,920.00) increased the yearly plan)	**$**	**28,707.00**
560.06	**MOBILE DATA UNITS** 2014 Budget $9,000.00. YTD $7,624.10 (9/30/14) and additional $9.00 per MCT unit (11) increased the budget $1,188.00.	**$**	**10,088.00**
560.07	**FUTURE MOBILE DATA UNIT FUND** 2014 Budget $12,744.60 YTD $8,121.85 (9/30/14) Reserve fund is established at Berks County Communications Center in preparation for replacement of the mobile data units (11) in five years. Calculated: 11mobile data units @ $96.55 = $1,062.05 per month x 12 months = $12,744.60	**$**	**12,744.60**
564	**AUDIT** New Auditor will be contacted. Maintained budget	**$**	**4,000.00**
	TOTAL HEADQUARTERS	**$**	**122,938.74**
	2015 PROPOSED BUDGET	**$**	**2,289,052.14**

		2014 Budget	Spent as of 10/1	2015 Budget DRAFT
500	CHIEF	$ 83,552.52	$ 57,645.86	$ 86,059.10
501	SGT	$ 145,308.72	$ 96,159.90	$ 149,668.00
502	PATROL	$ 666,553.70	$ 401,533.80	$ 755,205.44
504	OVER TIME	$ 46,054.90	$ 42,360.32	$ 53,970.00
505	HOLIDAY	$ 99,538.96	$ 52,266.57	$ 107,076.48
506	SECRETARY	$ 51,717.54	$ 36,409.68	$ 53,809.60
519	SECRETARY PENSION	$ 7,757.64	$ 5,652.54	$ 8,071.44
510	SOCIAL SECURITY/MEDICARE	$ 21,203.83	$ 13,405.95	$ 23,696.71
511	LONGEVITY	$ 11,000.00	$ 7,950.00	$ 11,600.00
517.01	LIABILITY	$ 16,860.34	$ 18,850.00	$ 20,092.50
517.02	AUTO/PROPERTY	$ 16,854.79	$ 21,126.04	$ 21,773.85
517.03	WORKERS COMP	$ 106,103.94	$ 90,628.00	$ 136,546.74
517.04	MED.	$ 245,164.58	$ 174,068.15	$ 278,326.80
517.05	RETIREMENT INS. - GAUL/REICHLEIN	$ 6,408.24	$ 2,166.62	$ 4,000.00
517.06	MEDICAL REIMBURSEMENT	$ 6,408.24	$ 3,000.00	$ 4,104.54
517.07	LIFE	$ 2,965.41	$ 1,984.00	$ 3,072.00
517.08	DISABILITY	$ 12,859.68	$ 9,627.74	$ 13,728.60
517.1	OFFICERS' PENSION	$ 52,779.49	$ 43,489.91	$ 52,287.20
517.11	MMO	$ 73,637.45		$ 100,000.00
514	DETECTIVE CLOTHING ALLOW.	$ 650.00	$ 56.58	$ 650.00
515	UNIFORMS/BOOTS	$ 5,960.56	$ 1,021.44	$ 5,960.56
516	LEGAL FEES	$ 20,000.00	$ 5,687.50	$ 20,000.00
520	PRINTING	$ 700.00	$ 98.95	$ 700.00
521	PAYROLL	$ 1,728.15	$ 1,119.36	$ 1,728.15
522	ADVERTISING	$ 300.00	$ 129.50	$ 300.00
523	POSTAGE	$ 900.00	$ 349.28	$ 900.00
525	OFFICE SUPPLIES	$ 3,500.00	$ 1,114.20	$ 3,500.00
530	AMMUNITION	$ 4,000.00	$ 2,096.90	$ 4,000.00
531	TRAINING	$ 7,000.00	$ 3,578.75	$ 7,000.00
532	RECRUITMENT	$ 1,000.00	$ -	$ 1,000.00
534	VASCAR	$ 4,000.00	$ 2,653.25	$ 4,000.00
535	COMMUNICATIONS COSTS	$ 65,662.43	$ 65,662.43	$ 77,481.68
536	EQUIPMENT/REPLACEMENT/REPAIR	$ 17,000.00	$ 12,210.19	$ 17,000.00
537	TELEPHONE/LONG DISTANCE	$ 3,542.48	$ 1,631.96	$ 3,833.60
538	MOBILE PHONES	$ 3,025.80	$ 2,904.55	$ 3,802.56
540	FILM PROCESSING	$ 50.00	$ -	$ 50.00
541	MEMBERSHIP DUES	$ 1,700.00	$ 1,146.00	$ 1,700.00
553.01	VEHICLE REPAIR	$ 23,500.00	$ 9,846.95	$ 23,500.00
553.02	TIRES	$ 3,500.00	$ 557.20	$ 3,500.00
553.03	BATTERIES	$ 600.00	$ 239.49	$ 600.00
553.04	WASH & CLEAN	$ 2,500.00	$ 1,680.10	$ 2,500.00
554	FUEL	$ 41,746.08	$ 30,548.28	$ 49,267.85
555	PARKING	$ 50.00	$ 19.35	$ 50.00
556	NEW VEHICLES	$ 75,000.00	$ 72,891.69	$ 50,000.00
560.01	RENT	$ 41,734.04	$ 31,300.47	$ 42,986.07
560.02	UTILITIES	$ 16,084.00	$ 13,053.41	$ 16,595.80
560.04	SUPPLIES	$ 1,000.00	$ 150.03	$ 1,000.00
560.05	COMPUTER	$ 6,817.27	$ 7,655.75	$ 6,817.27
560.051	IT SUPPORT	$ 30,000.00	$ 19,617.00	$ 28,707.00
560.06	MOBILE DATA UNITS	$ 8,900.00	$ 7,624.10	$ 10,088.00
560.07	FUTURE MOBILE DATA UNITS	$ 12,744.60	$ 8,121.35	$ 12,744.60
564	AUDIT	$ 4,000.00	$ -	$ 4,000.00
		$ 2,081,625.38	$ 1,383,091.59	**$ 2,289,052.14**

Fire Tax

The Board of Supervisors may levy a tax on real estate for the purpose of purchasing and maintaining fire apparatus, purchase and maintenance of a place to house the apparatus, training,

The tax can not exceed 3 mills without a question on the ballot.

Fire Company expenses from Sept 1, 2013 to August 31, 2014	$ 202,729.93
Foreign Fire Payment Estimate	$ (60,000.00)
Township Costs for Fire Company	
911 Dispatch	$ 14,000.00
Workers Compensation Premium	$ 25,400.00
Fuel	Unknown
Minimum amount of tax needed to cover daily operating expenses	$ 182,129.93

In addition to daily operating expenses, an account should be set up to save for future capital purchases. The cost of fire trucks can range from a few hundred thousand dollars to over a million dollars. The Fire Company has been putting funds aside and has about $140,000 in CDs.

township made taxable for township purposes, as ascertained by the last adjusted valuation for county purposes, for the purposes and at the rates specified in this section. All taxes shall be collected in cash.

(1) An annual tax not exceeding fourteen mills for general township purposes. If the board of supervisors petitions the court of common pleas for the right to levy additional millage, the court may order a greater rate than fourteen mills, but not exceeding five additional mills, to be levied.

(2) An annual tax not exceeding five mills to light the highways, roads and other public places in the township.

(3) An annual tax not exceeding fifty percent of the rate of assessment for the general township tax to procure land and erect public buildings thereon and for the payment of indebtedness incurred in connection therewith.

(4) An annual tax not exceeding three mills to purchase and maintain fire apparatus and a suitable place to house fire apparatus, to make appropriations to fire companies located inside and outside the township, to make appropriations for the training of fire company personnel and for fire training schools or centers and to contract with adjacent municipal corporations or volunteer fire companies therein for fire protection. If an annual tax is proposed to be set at a level higher than three mills, the question shall be submitted to the voters of the township. ((4) amended Dec. 18, 1996, P.L.1154, No.175)

(5) A tax not exceeding two mills to establish and maintain fire hydrants and fire hydrant water service.

(6) A tax to acquire, maintain and operate parks, playgrounds, playfields, gymnasiums, swimming pools and recreation centers.

(7) An annual tax sufficient to pay interest and principal on any indebtedness incurred under the act of July 12, 1972 (P.L.781, No.185), known as the "Local Government Unit Debt Act."

(8) An annual tax not exceeding one-half mill to support ambulance and rescue squads serving the township. If an annual tax is proposed to be set higher than one-half mill, the question shall be submitted to the voters of the township.

(9) An annual tax not exceeding five mills to create and maintain a revolving fund to be used in making permanent street, sidewalk, water supply or sewer improvements before the collection of all or part of the cost from the property owners. A revolving fund may also be used for the deposit of funds raised through the issuance of general obligation bonds of the township for the making of permanent street, sidewalk, water supply or sewer improvements. When all or part of the cost of the construction of any permanent street, sidewalk, water supply or sewer improvement is paid from the revolving fund and is later assessed and collected from the owners of the property adjoining or abutting upon the improvement, the collections shall be applied to the credit of the revolving fund to the extent of the withdrawal therefrom for that purpose.

Blandon Fire Company Expenses as Reported

	Expenses 2013	Expenses 2014
Jan	$ 9,489.24	$ 12,399.11
Feb	$ 12,239.10	$ 16,804.82
Mar	$ 30,523.29	$ 12,611.99
Apr	$ 18,244.12	$ 20,307.61
May	$ 14,933.83	$ 22,057.37
Jun	$ 28,453.33	$ 14,617.28
Jul	$ 16,534.22	$ 20,180.10
Aug	$ 11,321.23	$ 24,667.27
Sep	$ 11,477.18	
Oct	$ 12,276.98	
Nov	$ 17,045.34	
Dec	$ 18,284.88	
	$ 200,822.74	$ 143,645.55
Foreign Fire	$ (66,745.00)	
	$ 134,077.74	
CD's		
Aug	16477.95	16601.27
	106998.84	107533.76
	13964.75	13978.68
Township Costs		
911	$ 11,863.46	$ 13,998.88
Workers Comp	$ 24,000.00	$ 25,359.00
Fuel		
	$ 35,863.46	$ 39,357.88

From: blandon1210 <blandon1210@aol.com>
To: maidentwp <maidentwp@aol.com>
Subject: Fire Police
Date: Mon, Oct 20, 2014 7:28 pm

Diane,

Here is the Amount that the Fire Police have in cash $ 3,408.11

Thank You
Dan Miller

BLANDON FIRE COMPANY
LONG RANGE FORECAST

Created 9/29/14

HME Rescue $346,600

Pumper

Account Description	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Income																			
Donations	19378	20571	12552	23937	10251	11420	14481	40812	0	0	0	0	0	0	0	0	0	0	0
Twp. Fire Tax	35000	85000	89800	89250	142355	109550	110050	109250	190000	190000	190000	190000	190000	190000	190000	190000	190000	190000	190000
Fund Drive	27710	22990	28706	26630	28445	28767	21850	25215	0	0	0	0	0	0	0	0	0	0	0
Fundraising Income	31718	44963	49987	49022	36778	26739	30715	34364	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000
Old New Members Income			5452						0	0	0	0	0	0	0	0	0	0	0
200 Club	473	584		332	656	336			0	0	0	0	0	0	0	0	0	0	0
Service Income						19843													
Interest Income	3454	4129	3783	3029	2220	1711	1420	838	3800	3800	3800	3800	3800	3800	3800	3800	3800	3800	3800
Reimbursements			2508	5136	517	310		4157	0	0	0	0	0	0	0	0	0	0	0
Misc.	80							2324	100	100	100	100	100	100	100	100	100	100	100
Total Income	117810	178237	192587	197335	221232	198676	178516	216960	203900	203900	203900	203900	203900	203900	203900	203900	203900	203900	203900
Cost of Income																			
Fund Drive Costs	1646	1651	1671	1671	1719	1477	1189	1577	0	0	0	0	0	0	0	0	0	0	0
Fundraising Expense	10860	20962	27309	37634	20256	16582	17835	21395	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Total Cost of Income	12506	22614	28981	39305	21975	18059	19024	22972	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Gross Profit	105304	155623	163607	158030	199257	180617	159492	193988	199900	199900	199900	199900	199900	199900	199900	199900	199900	199900	199900

BLANDON FIRE COMPANY
LONG RANGE FORECAST

Created 9/29/14

HME Rescue $348,600

Replace Expedition

Pumper

Account Description	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Operating Expenses																			
Utilities	8482	9432	9313	9081	9875	10765	6676	7033	9450	9450	9450	9450	9450	9450	9450	9450	9450	9450	9450
Telephone	2892	3443	2435						2500	2500	2500	2500	2500	2500	2500	2500	2500	2500	2500
Dues / donations	85	206	287	20	75	812	58	160	300	300	300	300	300	300	300	300	300	300	300
Radio/Communication Expense	1097	1319	1819	1058	427	494	163		1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500
Firefighting Equipment	17008	8177	21215	61471	34589	18330	21369	9380	18000	18000	18000	18000	18000	18000	18000	18000	18000	18000	18000
Apparatus Maint. & Repair	14826	16611	22185	14345	9210	11230	14490	19523	20000	20000	20000	20000	20000	20000	20000	20000	20000	20000	20000
Accounting Fees	1450	975	1005	4705	1515	1245	1245	1585	2495	2495	2495	2495	2495	2495	2495	2495	2495	2495	2495
Legal Fees		11036	104		200				500	500	500	500	500	500	500	500	500	500	500
Sams Club	3854	3258	6669						4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Postage	468				373	373	374	308	500	500	500	500	500	500	500	500	500	500	500
PEMA - interest	889	694	568	467	4021	5801	5321	4924											
Commerical Loan - Intsrest	159	2564	36107	18625	28812	21807	19389	16726											
Building Maint & Repair		928	2705	5630	4938	36319	6333	7991	2500	2500	2500	2500	2500	2500	2500	2500	2500	2500	2500
Insurance	3261	3772	5836	6252	4582	7771	4928	5712	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000
Southern States Bank	3738																		
Internet	26	478	130		226	1617	1190	385	300	300	300	300	300	300	300	300	300	300	300
Administrative Expenses	750	2854			160		188	1865	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500
Office Expense	195	3186	1421	677	216	420	275	1742	2200	2200	2200	2200	2200	2200	2200	2200	2200	2200	2200
Members Welfare					5175														
uniforms	2157				4247														
Miscellaneous Expenses	5413	5226	8415	3977	4154	10209	5182	5681	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000
Total Operating Expenses	66748	73958	120314	126308	112795	127193	87181	83115	77745	77745	77745	77745	77745	77745	77745	77745	77745	77745	77745
Net Profit	38556	81665	43293	31722	86462	53424	72311	110873	122155	122155	122155	122155	122155	122155	122155	122155	122155	122155	122155

ELANDON FIRE COMPANY
LONG RANGE FORECAST

Created 9/29/14

Account Description	2006 Actual	2007 Actual	2008 Actual	HME Rescue $346,600 2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014	Replace Expedition 2015	2016	2017	2018	2019	Pumper 2020	2021	2022	2023	2024
Loans:																			
Leesport Bank - Loan #632916	26632																		
VIST Financial E1 Ladder Loan			25528	42177	34789	39608	41768	44129	56125	56125	56125	56125	22392						
PEMA - E1 Ladder Refinance #10710					5032	8764	8941	9121	11583	11583	11583	11583	11583	11583	11583	11583	11583	11583	11583
PEMA - Loan #16709					5032	8764	8941	9121	11583	11583	11583	11583	11583	11583	11583	11583	11583	11583	11583
PEMA- 12-2	6830	6382	7895	7252	7399	6913	4486												
VIST Loan - 2009 Rescue					5113	4990	5248	5549	10280	10280	10280	10280	10280	10280	10280				
[illegible]																2107	2107	2107	2107
[illegible]																2295	2295	2295	2295
Total Loan Payments	33462	6382	33223	49429	57365	69039	69364	67920	89571	89571	89571	89571	55838	33446	33446	87401	87401	87401	87401
Capital Expenditures																			
Capital Expenditure								30127	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000
Cash Down on Bldg/Trucks		625000	14129	57100						35000					35000				
Loan Deposit		575000																	
Adjustments							644												
Relief Reimbursement	604																		
Insurance Claim	11595																		
Insurance Reimbursement	12867																		
Grant Income	12339		108633	10835	11248	11418	12019	12955											
Grant Expense	17950		59886																
Incr. (Decr.) in Cash	-50	25282	44688	-63972	40345	-4197	14322	25781	27584	-7416	27584	27584	61317	83709	-11291	29754	29754	29754	29754
Beginning Cash Balance	201227	201177	226459	271147	207175	247520	243323	257645	283426	311010	303593	331177	358761	420077	503786	492495	522249	552003	581757
Ending Cash Balance	201177	226459	271147	207175	247520	243323	257645	283426	311010	303593	331177	358761	420077	503786	492495	522249	552003	581757	611511

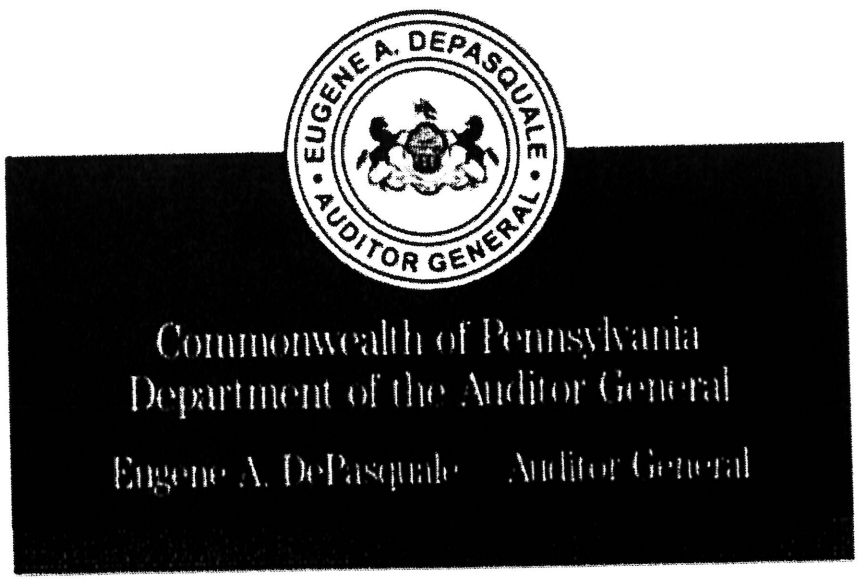
COMPLIANCE AUDIT

Blandon Fire Co. No. 1 Firemen's Relief Fund

Berks County, Pennsylvania

For the Period
January 1, 2010 to December 31, 2013

October 2014



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EUGENE A. DePASQUALE
AUDITOR GENERAL

Mr. Jim Schoellkopf, Jr., President
BLANDON VOLUNTEER FIREFIGHTERS'
RELIEF ASSOCIATION
Berks County

We have conducted a compliance audit of the Blandon Volunteer Firefighters' Relief Association pursuant to authority derived from Article VIII, Section 10 of the Constitution of the Commonwealth of Pennsylvania, Section 403 of The Fiscal Code, Act of April 9, 1929, (P.L. 343, No. 176), and mandated by the Volunteer Firefighters' Relief Association Act, as consolidated by the Act of November 23, 2010 (P.L. 1181, No. 118), at 35 Pa.C.S. § 7411 *et seq.*, for the period January 1, 2010 to December 31, 2013.

We conducted this compliance audit in accordance with *Government Auditing Standards* applicable to performance audits, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our audit results and conclusions based on our audit objective. We believe that the evidence obtained provides a reasonable basis for our audit results and conclusions based on our audit objective.

The objective of the audit was to determine if the volunteer firefighters' relief association received state aid and expended state aid and accumulated relief funds in compliance with applicable state laws, contracts, bylaws and administrative procedures. Our audit was limited to the areas related to the objective identified above.

Volunteer firefighters' relief association officers are responsible for establishing and maintaining effective internal controls to provide reasonable assurance that the Blandon Volunteer Firefighters' Relief Association's administration of state aid and accumulated relief funds complies with applicable state laws, contracts, bylaws and administrative procedures including the safeguarding of assets. In conducting our audit, we obtained an understanding of the volunteer firefighters' relief association's internal controls as they relate to the association's compliance with those requirements and that we considered to be significant within the context of the audit objective, and assessed whether those significant controls were properly designed and implemented. Our audit procedures also included tests of documentary evidence supporting the Blandon Volunteer Firefighters' Relief Association's recorded financial transactions, tests of the physical existence of inventories, interviews of selected officials and direct confirmation of the Blandon Volunteer Firefighters' Relief Association's cash, investments, and certain other assets and liabilities as of December 31, 2013, with the custodians of the funds, debtors, creditors, and financial institutions to the extent necessary to satisfy the audit objective. Additionally, we performed procedures to provide a reasonable assurance of detecting instances of violations of legal and regulatory requirements or violations of provisions of contracts that are significant within the context of the audit objective.

The results of our audit, for the period January 1, 2010 to December 31, 2013, found the Blandon Volunteer Firefighters' Relief Association, in all significant respects, received state aid and expended state aid and accumulated relief funds in compliance with applicable state laws, contracts, bylaws and administrative procedures. The results of our tests also indicated the Blandon Volunteer Firefighters' Relief Association expended funds as presented in the Accompanying Expenditure Information and, as of December 31, 2013, had a cash balance of $161,485 and an investment balance with a fair value of $47,230.

The contents of this report were discussed with the management of the Blandon Volunteer Firefighters' Relief Association.



October 21, 2014

EUGENE A. DEPASQUALE
Auditor General

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BACKGROUND

Pursuant to Article VIII, Section 10 of the Constitution of the Commonwealth of Pennsylvania, Section 403 of The Fiscal Code, Act of April 9, 1929, (P.L. 343, No. 176), and the Volunteer Firefighters' Relief Association Act, as consolidated by the Act of November 23, 2010, (P.L. 1181, No. 118), at 35 Pa.C.S. § 7411 *et seq.*, the Department of the Auditor General's duty is to audit the accounts and records of every volunteer firefighters' relief association to determine that funds received under the Foreign Fire Insurance Tax Distribution Law, Act of December 18, 1984, (P.L. 1005, No. 205), as amended, 53 P.S. § 895.701 *et seq.* (commonly referred to as Act 205), are properly expended.

The Blandon Fire Co. No. 1 Firemen's Relief Fund, herein referred to as the Blandon Volunteer Firefighters' Relief Association, is a charitable organization that was formed primarily to afford financial protection to volunteer firefighters and to encourage individuals to participate in volunteer fire service.

Act 118 governs the overall operation of the volunteer firefighters' relief association. The relief association's bylaws define the specific operational procedures by which the volunteer firefighters' relief association conducts business. To fulfill its primary purpose, Act 118 authorizes specific types of expenditures and prescribes appropriate volunteer firefighters' relief association investment options. Within the parameters established by Act 118, it is the responsibility of the volunteer firefighters' relief association to choose investments in a proper and prudent manner.

Volunteer firefighters' relief associations receive public tax monies, and the association officers therefore have a responsibility to the public to conduct the association's financial affairs in a businesslike manner and to maintain sufficient financial records to support the propriety of all association transactions. Volunteer firefighters' relief association officers are also responsible for ensuring that the association operates in accordance with applicable state laws, contracts, bylaws and administrative procedures.

Act 205 sets forth the computation of the Foreign Fire Insurance Tax Distribution paid to each applicable municipality throughout the Commonwealth of Pennsylvania. The amount of the distribution is based upon the population of each municipality and the market value of real estate within the municipality. Upon receipt of this distribution, the municipality must allocate the funds to the volunteer firefighters' relief association of the fire service organization or fire service organizations, which is or are recognized as providing the service to the municipality.

BACKGROUND – (Continued)

The Blandon Volunteer Firefighters' Relief Association was allocated state aid from the following municipality:

Municipality	County	2010	2011	2012	2013
Maidencreek Township	Berks	$57,702	$104,521	$59,315	$66,745

The volunteer firefighters' relief association and the affiliated fire service organization are separate, legal entities. The Blandon Volunteer Firefighters' Relief Association is affiliated with the following fire service organization:

Blandon Fire Company No. 1

BLANDON VOLUNTEER FIREFIGHTERS' RELIEF ASSOCIATION
ACCOMPANYING EXPENDITURE INFORMATION
FOR THE PERIOD JANUARY 1, 2010 TO DECEMBER 31, 2013

Act 118 at 35 Pa.C.S. § 7412 states: a volunteer firefighters' relief association is an organization formed primarily for the purpose of affording financial protection to volunteer firefighters against the consequences of misfortune suffered as a result of their participation in the fire service. The organization may contain within its membership the members of one or more fire companies and may serve secondary purposes, as set forth in this subchapter, but only if adequate provisions have been first made to serve the primary purpose.

Act 118 at 35 Pa.C.S. § 7416 authorizes the investment of relief association funds and outlines the types of benefits and services that can be provided with volunteer firefighters' relief association funds.

Furthermore, all expenditures must be properly authorized as prescribed in the volunteer firefighters' relief association bylaws and approved at an association meeting.

USES OF FUNDS:

Benefit Services:		
Insurance premiums	$	20,696
Fire Services:		
Equipment purchased	$	84,100
Equipment maintenance		29,058
Training expenses		14,285
Fire prevention materials		4,666
Total Fire Services	$	132,109
Administrative Services:		
Officer compensation	$	1,600
Other administrative expenses		289
Total Administrative Services	$	1,889

BLANDON VOLUNTEER FIREFIGHTERS' RELIEF ASSOCIATION
REPORT DISTRIBUTION LIST

This report was initially distributed to the following:

The Honorable Tom Corbett
Governor
Commonwealth of Pennsylvania

Blandon Volunteer Firefighters' Relief Association Governing Body:

Mr. Jim Schoellkopf, Jr.	President
Mr. Robert Schoellkopf	Vice President
Ms. Lyn Becker	Secretary
Mr. Daniel L. Miller	Treasurer

A report was also distributed to the following municipality, which allocated foreign fire insurance tax monies to this relief association:

Ms. Diane E. Hollenbach Maidencreek Township	Secretary

This report is a matter of public record and is available online at www.auditorgen.state.pa.us. Media questions about the report can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 231 Finance Building, Harrisburg, PA 17120; via email to: news@auditorgen.state.pa.us.

Berks VNA™ Care comes home.

August 4, 2014

Township of Maidencreek
Township Supervisors
1 Quarry Rd.
PO Box 319
Blandon, PA 19510-0319

Dear Township Supervisors:

Care Comes Home. These three simple words convey the heart of what we do at Berks Visiting Nurse Association, Pottstown Visiting Nurse Association, and Advantage Home Care. We bring care - health care, as well as compassion – to all of those who need it in our community, just as we have done for more than 100 years.

We are the only non-profit, independent home health agency in the region and are committed to providing care to all regardless of income level or insurance status. Our services include: immunizations for those who can't afford them, home health care that reduces the burden and expense of hospital stays, and end-of-life care for hospice patients and their families.

Recognizing the importance of this work, the Commonwealth incorporated the ability to fund "community nursing services" in its First and Second Class Township Codes:

To appropriate money annually towards any nonprofit associations or corporations which provide community nursing services for the control of communicable disease, the immunization of children, the operation of child health centers (Well-Baby Clinics), instructive visits to parents of new babies beginning in the prenatal period and family health guidance, including nutrition, detection and correction of defects, all of which relate to the responsibilities of local boards of health. (XLVII.II amended Oct. 4, 1978, P.L.946, No.186) – First Class Township Code

Community Nursing Services.--The board of supervisors may appropriate moneys to nonprofit associations or corporations which provide community nursing services. – Second Class Township Code: Article XV, Section 1524

Whether your residents have Medicare, private insurance, or are uninsured, Berks VNA strives to provide the highest quality home health services in the region. We pride ourselves on keeping individuals safe and healthy in their homes – not in an emergency room or institutional care setting. In order to do so, we rely on contributions from corporations, foundations, individuals, and boroughs and townships like yours.

As you consider your budget for 2015, please allocate funding for the community health programs offered by BVNA. Your limited resources will be put to good use - easing your community's burden for uninsured and underinsured individuals through the provision of high-quality preventative, acute and chronic care.

Home is where seniors want to be, and keeping individuals healthy and safe at home - in the communities where they have worked and lived for their entire lives - is our expertise. For more information about Berks Visiting Nurse Association and our charity care programs, please contact Kristi Brant, Marketing & Development Director, at kristi.brant@hhcminc.org or 610-378-0481 ext. 3234. Thank you for your consideration.

Sincerely,

Lucille D. Gough, MBA, MSN, RN
President & CEO

Township of Maidencreek

BVNA and Home Health Care Facts:

In 2013, we served 687 patients in your area
ZIP Codes: 19510-19522-19526-19555-19605

Assuming an average of 14 visits per patient, we provided service to your citizens valued at $ 1,538,880.

- Nearly 8 million Americans now rely on home health care, and 78 million Baby Boomers are just about to retire.
- Baby Boomers will have greater disabilities than the generation before, causing home and community-based care to grow by more than 10% a year.
- 12% of Americans with chronic illnesses are responsible for 75% of U.S. health care costs.
- Preventive home health care saves Medicare and Medicaid millions of dollars a year.
- An average home health care visit costs $160. A hospital visit costs more than $5,000 a day.
- Nine out of 10 seniors prefer home care over institutional care.
- Home health care keeps families together, while encouraging patients' independence.
- Scientific evidence proves patients heal more quickly at home. Patients have reduced mortality and morbidity rates at home. But one in every five hospital patients develops an infection or other complication.
- *The mission of BVNA and our family of companies is to identify and provide access to home and community-based health care related services with a focus on helping individuals achieve a level of physical and emotional well-being and independence in their home of choice. Within the financial constraints of our organizations, we will provide care to patients without regard for their ability to pay.*

Thank you for your past support of $2,000 on 4/19/2011. Your investment in the health of your residents is sincerely needed and appreciated.

County of Berks
Department of Emergency Services

DirectLink Technology Center • 2561 Bernville Road • Reading, PA 19605

2015 Statement of Costs

Your 2015 communications service invoice will reflect the following costs:

Police Dispatching Services:	$55,720.87
Fire Dispatching Services:	$16,518.68
EMS Dispatching Services:	$16,218.16
Total *Annual* Cost:	$88,457.71

If you have any questions with regard to this 2015 Statement of Costs, please do not hesitate to contact us. We look forward to continuing our mutually rewarding relationship in 2015!

County of Berks
Department of Emergency Services

DirectLink Technology Center • 2561 Bernville Road • Reading, PA 19605

September 4, 2015

Maidencreek Township
P.O. Box 319
Blandon, PA 19510

Dear Affiliate:

We are presenting your costs for communications services for the calendar year 2015 as authorized by the Board of Commissioners.

As previously reported, the 9-1-1 surcharge remains capped at 1990 levels, and revenue decreases annually both due to inflation and continued migration away from fixed telephone services.

Your specific cost data is enclosed. As a reminder, the terms of your agreement were modified effective January 1, 2009 to provide for a single annual invoice, with payment due no later than June 1, 2015.

We appreciate your continued support and look forward to serving you in 2015.

Sincerely,

Kristi L. Duffy, Fiscal Operations Officer

Attachment

COUNTY OF BERKS, PENNSYLVANIA

Office of the Commissioners

Services Center, 13th Floor
633 Court Street
Reading, PA 19601

Phone: 610.478.6136
Fax: 610.478.6293
E-mail: commissioners@countyofberks.com

Christian Y. Leinbach, Commissioner Chair
Kevin S. Barnhardt, Commissioner
Mark C. Scott, Esq., Commissioner

Carl E. Geffken, Chief Operating Officer
Alan S. Miller, Solicitor
Marylo Gibson, Chief Clerk

TO: Municipal Officials

FROM: Commissioners

DATE: September 29, 2014

SUBJECT: Explanation of the Increases in Dispatching Services Costs

On October 18, 2013, the Commissioners sent a memorandum to all municipal officials explaining the need for increased 9-1-1 dispatching fees through 2017.

As stated in the prior memorandum, when regional dispatching began, the intent was to maintain the 9-1-1 dispatching as cost neutral to the County. The County would pay for the administration of dispatching and 9-1-1 fees and municipal billing would pay for the direct costs. Unfortunately, 9-1-1 fees have steadily declined which resulted in the County absorbing a greater share of the direct costs over the last few years in an effort to avoid passing on significant increases to the municipalities.

In 2012, the Commissioners reviewed the impact of the operation of 9-1-1 dispatching and the public safety radio project on the budget. After the discussions, the Commissioners decided that the County should pay the capital improvement costs for dispatching, including the radio system, CAD, the telephone system, and facilities. The Commissioners also decided that the yearly operating expenses of 9-1-1 dispatching would revert to a cost neutral position for the County.

In each year from 2013 through 2017, the annual increase to every municipal bill is projected to be 18%. The Commissioners felt it was best to phase the increase over five years instead of doing so in one year in order to lessen the impact and allow for better budgetary planning by the municipalities. Although the Board reserves the right to declare the specific annual costs prior to September 30 of each year, this is a good number to use in your budget projections. In the fifth year, the situation will be reconsidered.

Although this is a large increase over the five year period, please remember that the County funds services for which it does not charge. These services include (costs are provided in certain instances):

1. County Detectives:
   a) Major crimes task force, including reimbursement of municipal overtime,

b) Drug task force, including reimbursement of municipal overtime and the purchase of equipment using drug forfeiture and AG funding,
c) Child abuse detectives – $200,000 annual cost; every child abuse case in the County is investigated,

2. Forensic Unit - $700,000 annual cost,
3. Crime Scene and Accident Reconstruction Unit,
4. Fire Training Center - $445,000 annual cost,
5. Central Processing - $1.3 million annual cost,
6. BCERT - $250,000 start-up costs and $50,000 annual cost,
7. PERF Study - $50,000,
8. Law Enforcement Needs Assessment
9. Information Services support,
10. Public Safety Radio System:
    a) End user radio 20% subsidy - $2 million
    b) Interest free loans for five or seven years to purchase the radios - $9.6 million.

This municipal billing could be eliminated IF Harrisburg addresses the 9-1-1 fees in a 9-1-1 reauthorization bill that must be passed by June 30, 2015. If the 9-1-1 fees were raised to $2 per device (and indexed to inflation), regardless of the type of communication device, projections developed by a committee of the legislature in conjunction with the County Commissioners Association of Pennsylvania (CCAP) indicate that there would be sufficient revenues to operate 9-1-1 dispatching without local tax contributions throughout the Commonwealth. Please contact your Harrisburg representatives and lobbying organizations, such as the State Association of Boroughs, the State Association of Township Commissioners, or the Pennsylvania League of Municipalities, and push to have the 9-1-1 fees increased and indexed. The County Commissioners Association of Pennsylvania (CCAP) is already working on this and has named it as their #1 legislative goal, but our representatives have not heard from anyone who is directly affected other than the County.

Please help us raise the awareness of the need to raise the 9-1-1 fee so the 9-1-1 dispatching center is properly funded and local costs can be reduced or eliminated.

Christian Y. Leinbach, Chair

Kevin S. Barnhardt, Vice Chair

Mark C. Scott, Esq.

RADIO

	Total Cost	Yearly Payment
EMA	$ 4,438.76	$ 887.75
Fire Co #1	$ 51,646.45	$ 10,329.29
Fire Co #2	$ 5,966.79	$ 1,193.36
Ambulance #1	$ 12,242.68	$ 2,448.54
Ambulance #2	$ 3,433.42	$ 686.68
Total	$ 77,728.10	$ 15,545.62

Yearly payment will be due June 1 of every year.

2013 - year 1
2014 - year 2
2015 - year 3
2016
2017

2015

	Option 1	Option 2 Single stream or Commingled/Paper	Rebate based on 500 tons or 240 Commingled/260 mixed paper	TOTAL OPTION 2-OPTION 3	OPTION 3
JP Mascaro	$ 102,372.00	$ 15.10	$ 7,550.00	$ 94,822.00	$ 93,696.00
Lebanon Farms	NONE	NONE			$ 124,800.00
Eagle Disposal	NONE	NONE			$ 114,816.00
Charles Blosenski	$ 111,940.00	NONE	Cougles	$ 101,660.00	$ 109,440.00
Quality Disposal	NONE	NONE			$ 103,680.00
AJ Blosenski	$ 124,800.00	$15/$20	$ 8,800.00	$ 116,000.00	$ 124,800.00
Cougles Recycling	NONE	$15.50 or $32/$10	$7750 or $10280		NONE

2016

	Option 1	Option 2 Single stream or Commingled/Paper	Rebate based on 500 tons or 240 Commingled/260 mixed paper	TOTAL OPTION 2-OPTION 3	OPTION 3
JP Mascaro	$ 105,192.00	$ 15.10	$ 7,550.00	$ 97,642.00	$ 96,036.00
Lebanon Farms	NONE	NONE			$ 129,024.00
Eagle Disposal	NONE	NONE			$ 114,816.00
Charles Blosenski	$ 111,940.00	NONE	Cougles	$ 101,660.00	$ 109,440.00
Quality Disposal	NONE	NONE			$ 107,520.00
AJ Blosenski	$ 127,000.00	$15/$20	$ 8,800.00	$ 118,200.00	$ 126,944.00
Cougles Recycling	NONE	$15.50 or $32/$10	$7750 or $10280		NONE

- 430.00 - Highways, Roads & Streets
  - Uniforms
    - Uniforms ($23.50* 52 weeks)
    - Sweatshirts and t-shirts
    - Boot allowance ($500)
  - Gas
    - BCIU contract 4900 gallons @$2.8725/gallon
  - Small Tools
  - CDL Drug Testing
  - Cell Phones
  - Utility Marking
  - Diesel Fuel
    - BCIU contract 6950 gallons@$3.3014/gallon
  - Major Capital Equipment
    - Exmark
  - Snow & Ice Removal Wages
  - Snow Supplies
    - Antiskid and salt – Salt purchased through State contract at $63.33/ton
    - Contractor to remove snow if needed
  - Crossing Guard
    - $15/hr
  - Sign Supplies
    - Purchased through County contract
  - Electric for Traffic Control Devices
  - Traffic Control Contracted Svc
    - Traffic signal maintenance
    - Line striping
  - Street Light Supplies
  - Street Light Electric
  - Street Light Contracted Svc
  - Machinery Repair Labor
  - Machinery Repair Supplies
  - Equipment Rental
  - Contracted Service – Repairs
  - Road Maintenance Wages
  - Road Maintenance Supplies
    - Crack seal
    - Stone
    - Macadam
  - Road Work and Street Sweeping - possible projects –W Wesner drain, Lee Spring Road. Money needs to be put aside for Evansville.
- 440.00 – Conservation & Development
  - Storm Water Management and Flood Control – drain repair

GASOLINE - TABULATION O' 'PROXIMATE QUANTITIES

BERKS COUNTY INTERMEDIATE UNIT														
MAIDENCREEK TOWNSHIP														
Municipal Building				1 Quarry Road				Blandon PA 19510						
GASOLINE—1000 gallon above ground tank				Fuel Type		87 octane		Tank Wagon Delivery						Total
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		Gallons
13-14 actual usage	150.2	500	761	155	433	300	379	836	184	628	543	160.1		5029.3
14-15 estimate usage	150	600	600	300	400	300	400	600	200	600	600	150		4900
15-16 estimate usage	150	600	600	300	400	300	400	600	200	600	600	150		4900
MAIDENCREEK TOWNSHIP														
Municipal Building				1 Quarry Road				Blandon PA 19510						
DIESEL—1000 gallon above ground tank				Fuel Type		BIO-ULSD		Tank Wagon Delivery						Total
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		Gallons
13-14 actual usage	250	900	311		738	573	1056	1278	353	432	584	750		7225
14-15 estimate usage	600	500	400	600	600	500	800	800	400	400	600	750		6950
15-16 estimate usage	600	500	400	600	600	500	800	800	400	400	600	750		6950
MAIDENCREEK TOWNSHIP														
Municipa Building				1 Quarry Road				Blandon PA 19510						
HEATING OIL—1000 gallon above ground tank				Fuel Type		#2 Bio		Tank Wagon Delivery						Total
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		Gallons
13-14 actual usage						466		1744	551					2761
14-15 estimate usage				200	350	350	700	700	550					2850
15-16 estimate usage				200	350	350	700	700	550					2850

BERKS COUNTY JOINT PURCHASING BOARD

July 2014 - June 20

7/1/14 - 6/30/15 FUEL BID TALLY SHEET - Open and Award November 19, 2013

VENDOR	Talley Petroleum Enterprises Inc.		East River Energy		Riggins, Inc.	
BRAND - GASOLINE	**FIRM**	OPIS + Weekly Harrisburg Various	NO RESPONSE		NO RESPONSE	
TRANSPORT Unleaded Octane 87	2.7015	0.0025				
TRANSPORT Unleaded Octane 89	2.8065	0.0110				
TRANSPORT Unleaded Octane 92	2.9275	0.0125				
Tank Wagon Unleaded Octane 87	~~2.8725*~~	0.1695				
Tank Wagon Unleaded Octane 89	**2.9975***	0.1695				
Tank Wagon Unleaded Octane 92	**3.1175***	0.1695				
BRAND -HEATING OIL						
TRANSPORT #2 Heating Oil	2.9999	0.0199				
TRANSPORT #2 Heating Oil 80/20	3.0797	0.1299				
TRANSPORT #2 Heating Oil 70/30	3.1196	0.1699				
Tank Wagon #2 Heating Oil	**3.2216***	0.1895				
Tank Wagon #2 Heating Oil 80/20	~~3.3014*~~	0.2895				
Tank Wagon #2 Heating Oil 70/30	**3.3413***	0.3295				
ADDITIVE #2 Heating Oil Mixing Ratio _____		0.0400 1:3000				
BRAND - DIESEL						
TRANSPORT B-2 Bio-diesel	3.0368	0.0199				
Tank Wagon B-2 Bio-diesel	~~3.2168*~~	0.1699				
ADDITIVE B-2 Bio-diesel Mixing Ratio _____		0.0400 1:3000				
NRLM						
TRANSPORT NRLM	**3.029***	0.0199				
Tank Wagon NRLM	**3.215***	0.1699				

Salt Usage

Year	Tons	Amount Paid	$/Ton
2001	392.55	$16,215.71	$ 41.31
2002	73.5	$3,368.51	$ 45.83
2003	275	$9,353.00	$ 34.01
2004	336.24	$11,116.98	$ 33.06
2005	261.95	$9,886.88	$ 37.74
2006	69.95	$2,800.10	$ 40.03
2007	464.54	$20,327.88	$ 43.76
2008	336.83	$16,274.72	$ 48.52
2009	469.95	$29,244.99	$ 62.23
2010	338.42	$21,669.03	$ 64.03
2011	490.57	$31,411.62	$ 64.03
2012	49.25	$2,921.51	$ 59.32
2013	269.47	$15,984.97	$ 59.32
2014	708.06	$38,079.47	$ 53.78

Average Use	324.02
2015 Price per Ton	$ 63.33
Estimated Cost	$ 20,520.19

[illegible]	[illegible] Number	Supplier Name	Supplier Mailing Address	Contact Person	Contact Telephone Number	Contact Fax Number	Contact Email Address
4600015438	105050	American Rock Salt	P. O. Box 190, Mt Morris NY. 14510	Christine Tandy	888-762-7258	585-243-7676	customerservice@americanrocksalt.com
4600015439	164050	Cargill Inc	24950 Country Club Blvd Suite 450. North Olmstead, OH 44070	Tamara Roy	800-600-7258	440-716-0763	Tamara_Roy@cargill.com
4600015440	373709	Morton	123 N Wacker Drive, Chicago, Il 60606	Eugene Ruffin	855-665-4540	630-861-2735	Bids@Mortonsalt.com
4600015441	320417	Oceanport	P. O. Box 608. Claymont, De 19703	Lisa Stapleford	800-288-7974	302-728-1174	bulksalt@aol.com

#63.33/ton

order first 200 tons from Morton

From: Christine Tandy [mailto:christine.tandy@americanrocksalt.com]
Sent: Monday, October 27, 2014 10:50 AM
To: Tammi Reinhart
Cc: Jamie McClain
Subject: RE: Rock Salt

Hi Tammi

Below is a list of the Municipalities we have listed on the Berks County Co-op Salt Bid, along with the American Rock Salt customer number for each.

Municipalities may call us at 888-762-7258 to place an order.

Also, we do have online ordering available now, if any of the municipalities would like to order their salt online, please have them call us at the toll free number and we can get them set up to do so.

Please, let me know if you have any additional questions.

Thank you

000066-000		Alsace Township
000016-000		Amity Township
007467-000		Bally Borough
007487-000		Bechtelsville Borough
015434-000		Berks County Intermediate Unit
000046-000		Bern Township
007533-000		Bernville Borough
000017-000		Bethel Township
000067-000		Birdsboro Borough
000019-000		Borough of Hamburg
000021-000		Borough of Kenhorst
001434-000		Borough of Kutztown
001113-000		Borough of Shillington
015568-000		Borough of Wernersville
000076-000		Boyertown Borough
007468-000		Brecknock Township
007473-000		City of Reading
001202-000		Colebrookdale Township
007479-000		County of Berks
001100-000		Douglass Township, PA Berks Cty
001103-000		Earl Township
001105-000		Greenwich Township
000040-000		Heidelberg Township
000020-000		Hereford Township
000049-000		Longswamp Township
007469-000		Lower Alsace Township
001203-000		Maidencreek Township
001126-000		Maxatawny Township

$72.51/ton

Center for Excellence in Local Government
Albright College

REQUEST TO PARTICIPATE IN JOINT BID OF THE BERKS COUNTY

COOPERATIVE PURCHASING COUNCIL FOR ROCK SALT

Maidencreek Township hereby requests to be included in the BCCPC's joint bid for Highway Rock Salt.
(Municipality)

The estimated usage for the 2014 – 2015 season, storage capacity and delivery location are as follows:

ESTIMATED USAGE	STORAGE CAPACITY	DELIVERY LOCATION
300 tons	200 tons	1 Quarry Road Blandon PA 19510

Diane Hallenbach
Authorized Signature

manager
Title

8-13-14
Date

Equipment Type	# years of projected service	Cost of Truck when purchased	$/Year	Replacement Year
Truck 1 2013 Ford F-750	25	$ 120,535.20	$ 4,821.41	2033
Truck 2 1995 GMC Dump	30	$ 58,614.00	$ 5,328.55	2025
Truck 3 2008 GMC Dump	20	$ 60,815.00	$ 4,343.93	2028
Truck 4 2015 Ford F550	25	$ 80,000.00	$ 3,200.00	2040
Truck 5 2000 GMC Dump	20	$ 65,380.00	$ 10,896.67	2020
Truck 6 2002 Ford Dump	20	$ 52,889.00	$ 6,611.13	2022
Truck 7 2005 GMC Sierra	15	$ 49,070.00	$ 12,267.50	2018
955 Tractor - 1997	10		$ -	2007
5510 Tractor - 1998	10		$ -	2008
Back Hoe - 2000	30	$ 71,274.00	$ 4,454.63	2030
Mini Excavator - 2014	30	$ 45,094.08	$ 1,503.14	2045
Loader - 1996	40		$ -	2026
Total for budget			$ 53,426.93	

Truck #1 Lease Payment	$ 27,361.62
Truck #4 Lease Payment	$ 20,000.00
Total Lease	$ 47,361.62

471.35 Lease Principal
472.35 Lease Interest

AMENDMENT TO EQUIPMENT LEASE AGREEMENT

Lessor: SUSQUEHANNA COMMERICAL FINANCE, INC. ("Lessor")
Lessee: MAIDENCREEK TOWNSHIP ("Lessee")
Lease No: 119592 ("Lease")
Equipment: 1 2013 FORD F-750 3FRWF7FE1DV792891
This Amendment to Equipment Lease Agreement ("Amendment") shall amend the above-referenced Lease and all other documents by and between Lessor and Lessee executed in connection with the Lease together with all guarantees executed by guarantors (collectively, "Lease Documents").

The Lease Documents are amended as follows: THE SCHEDULE OF PAYMENTS HAS BEEN AMENDED AND RESTATED AS FOLLOWS:

SCHEDULE OF PAYMENTS

Term of Lease (In months)	Total Number of Rental Payments	AMOUNT OF EACH PAYMENT			FIRST PAYMENT AMOUNT
		Rent	Sales Tax	Total	Processing Fee + Total Payment Enclosed
60	5	$27,361.62	EXEMPT	$27,361.62	$350.00
					PAYMENT FREQUENCY
		$	$	$	Annual

	PAYMENT NUMBER	PAYMENT AMOUNT	INTEREST COMPONENT	PRINCIPAL COMPONENT	OPTION PREPAYMENT PRICE
2014	1	$27,361.62	$5,273.86	$22,087.76	*****
2015	2	$27,361.62	$4,307.44	$23,054.18	$76,913.23
2016	3	$27,361.62	$3,298.73	$24,062.89	$52,109.53
2017	4	$27,361.62	$2,245.89	$25,115.73	$26,480.93
2018	5	$27,361.62	$1,146.98	$26,214.64	$0.00

VENDOR NAME IS AMENDED FROM "GDM LEASING INC. DBA MANDERBACH FORD" TO "MANDERBACH FORD".

All terms and conditions of the Lease Documents not expressly modified by this Amendment and not inconsistent with this Amendment shall be and remain in full force and effect. In the event of conflict between the terms of this Amendment and the terms of the Contact Documents, the terms of this Amendment shall prevail. This represents the entire understanding of the Lessor and Lessee as to the amendment and modification of the Lease Documents, and all prior discussions, memorandum, agreements and other documents on the subject matter are merged herein. No modifications shall be permitted except written modifications which shall be signed by Lessor and Lessee in order to be effective. The parties (including all guarantors signing below, if any) intend and agree that a carbon copy, photocopy, PDF, or facsimile of this Amendment with their signature thereon shall be treated as an original, and shall be deemed to be as binding, valid, genuine, and authentic as an original-signature document and writing for all purposes, including all matters of evidence and the "best evidence" rules.

IN WITNESS WHEREOF, the parties hereto have to set their hands and seals to this Amendment and acknowledge receipt of a true copy hereof on the date(s) indicated below.

LESSEE: MAIDENCREEK TOWNSHIP
(Print name of Lessee)

☒ _____
(Signature)

Joseph E. Biddelson III — 10/10/13
(Print name) (Date)

CHAIRMAN
(Title)

ACCEPTED BY LESSOR

_____
(Signature) (Date)

Rev. 01/11

Susquehanna

Susquehanna Commercial Finance, Inc.

TEL: 484-639-3711
FAX: 800-786-0023
Lisa.Jasiukiewicz@susquehanna.net
www.susquehanna.net/scf

TO: **Maidencreek Township**
FROM: Lisa Jasiukiewicz
DATE: September 28,2014
RE: Municipal Lease Proposal

Susquehanna Commercial Finance Inc. ("SCF"), a wholly owned subsidiary of Susquehanna Bancshares, Inc., is pleased to present you the following equipment financing proposal for your review and consideration.

EQUIPMENT: 2015 Ford F 550 DRW w Plow and Spreader

EQUIPMENT COST: $79,250

ADVANCE PMTS: None

STRUCTURE: Annual Payments in Arrears- first payment due one year from closing*

TERM:	5 Years	**ANNUAL PAYMENT:**	$17,283.56	**RATE:** 4.25%
TERM:	4 Years	**ANNUAL PAYMENT:**	$21,133.34	**RATE**: 4.15%
TERM:	3 Years	**ANNUAL PAYMENT:**	$27,584.43	**RATE:** 4.05%

END OF TERM OPTIONS: $1.00 Buyout Municipal Lease

*Monthly or seasonal payments are also available

DOCUMENTATION FEE: $250.00 (due at closing)

Terms

This proposal is valid for 30 days from today and is subject to credit review, documentation review and final acceptance by SCF by execution of a lease agreement. The payments are based on FHLB Rates. Any change up or down until lease commencement would result in a like change in the lease rate and therefore payment amount, which will then be fixed for the lease term. Additional credit information may be required; in addition the obligation of SCF to complete the transaction described by this proposal is subject to the financial condition of Maidencreek Township (and any guarantors of this transaction) not suffering any material adverse change from the date of the credit information submitted to SCF.

- 450 – Culture
    - Parks – new construction
        - Eagle Scout Projects
        - Concession Cabinets and motion Sensor Lights
        - Ballfield Renovation
        - Bleachers
        - Shed & Dumpster Pad
        - Ontelaunee Hts Sinkhole Repair
        - Community Park Safety Surface Replacement
    - Park Labor
    - Park Supplies
        - Lime
        - Mulch
        - Dog waste bags
        - Restroom supplies
    - Park Repair & Maintenance
    - Electric - Parks
    - Community Events
        - Community Day w/outdoor movie
        - Elvis, cruise night & ice cream sundaes
        - Back to School outdoor movie
    - Donations to Recreation Events
        - Library ($9,150)
        - Fish Rodeo ($250)
- 480.00 – Intergovernmental Expenditures
    - Fica – Employer
    - Unemployment Compensation
    - Medicare – Employer
    - Pension Obligation
    - Workers Compensation Insurance
    - Health Insurance
        - Retired Chief spouse
    - Health Insurance
        - Capital Blue Cross – 4.3% increase, adding eye and dental
    - Life & Disability
    - Prescriptions – D Boyer
    - Property Insurance
        - Township, Ambulance and Fire Co
    - Liability Insurance
    - Employee Benefits
        - Longevity Pay

Parks and Recreation 2015 Budget

Anticipated Fund Balance 12/31/2014	$ 120,000.00	
Projected Revenue		
Interest	$ 75.00	
Fee In Lieu of Open Space	$ 3,000.00	
Budget amount from General Fund	$ 60,000.00	(equal to 1/8 mill)
	$ 183,075.00	

Expenses		
452.00 · Playgrounds		
452.00 · Playgrounds - Other	$ 50,000.00	See List Below
454.00 · Parks		
454.14 · Secretary Board Meetings	$ 1,575.00	11 mtg @ $140 each
454.20 · Parks-Supplies	$ 5,000.00	Mulch, Infield Mix, Restroom
454.25 · Park Repair & Maint. Supplies	$ 5,000.00	
454.36 · Electric	$ 2,000.00	
454.45 · Contracted Service	$ 10,000.00	Weed trtmnt, repairs facilities
454.00 · Parks - Projects	$ 88,000.00	See List Below
457.20 · Community Event Supplies	$ 12,000.00	
459.54 · Donations to Recreation	$ 9,500.00	Library and Fish Rodeo
	$ 183,075.00	

Projects:	
Well 6 Soccer Fields	$ 43,000.00
Fire Company Field Renovation & Lights	$ 15,000.00
Community Park Safety Surface Repair	$ 30,000.00
Bleachers	$ 25,000.00
Ont. Heights Drainage Work	$ 25,000.00
	$ 138,000.00

Community Events:	
Movie Nights	$ 2,000.00
Community Day	$ 8,000.00
Elvis	$ 2,000.00
	$ 12,000.00

Maidencreek Township Parks and Recreation 5 Year Plan 2014 to 2018											
Recreation Area/Park Project						Total Cost	2014	2015	2016	2017	2018
Blandon Fire Company Neighborhood Park											
1. Parking Issues						$10,000.00					$10,000.00
2. Field Renovation & Light Upgrade						$30,000.00		$30,000.00			
3. Court Maintenance						$6,500.00			$6,500.00		
4. Totlot						$42,500.00		$42,500.00			
						$89,000.00	$0.00	$72,500.00	$6,500.00	$0.00	$10,000.00
Community Park											
1. Soccer Field Renovation						$10,000.00			$10,000.00		
2. Bleachers						$8,000.00		$8,000.00			
3. Repair Safety Surface						$50,000.00	$50,000.00				
4. Upper Loop & Entrance						$25,000.00				$25,000.00	
						$93,000.00	$50,000.00	$8,000.00	$10,000.00	$25,000.00	$0.00
Cornerstone Drive Play Area											
1. Court Maintenance						$6,500.00			$6,500.00		
						$6,500.00	$0.00	$0.00	$6,500.00	$0.00	$0.00
Faith Drive Basketball Courts											
1. Court Maintenance						$6,500.00			$6,500.00		
						$6,500.00	$0.00	$0.00	$6,500.00	$0.00	$0.00

Recreation Area/Park Project	Total Cost	2014	2015	2016	2017	2018
Ontelaunee Heights Neighborhood Park						
1. Drainage Work	$17,000.00		$17,000.00			
	$17,000.00		$17,000.00	$0.00	$0.00	$0.00
Quarry Road Municipal Center						
Recreation Area at Tree Tops						
1. Spring Rider	$2,500.00				$2,500.00	
2. Fence	$3,000.00			$3,000.00		
3. 2 Picnic tables & 4 benches	$3,000.00			$3,000.00		
4. Teeter-totter	$700.00				$700.00	
5. Bike Rack	$375.00			$375.00		
	$9,575.00	$0.00	$0.00	$6,375.00	$3,200.00	$0.00
Wyatt Drive Tot Lot						
1. Bike Rack	$275.00			$275.00		
	$275.00	$0.00	$0.00	$275.00	$0.00	$0.00
Willow Creek Meadow						
1. Parking Area & Trails	$5,000.00					$5,000.00
	$5,000.00	$0.00	$0.00	$0.00	$0.00	$5,000.00
5 Year Total	**$226,850.00**	**$50,000.00**	**$97,500.00**	**$36,150.00**	**$28,200.00**	**$15,000.00**

RESOLUTION 17 -2014

Be it resolved and it is hereby resolved by the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, that the Board of Supervisors does hereby adopt the Minimum Municipal Obligation for the Maidencreek Township Non-Uniform Pension Contract #801266 in the amount of $34,030 for the year 2015.

Presented by:

Seconded by:

Passed and adopted this 11th day of September, 2014.

David Franke, Chairman

Joseph E. Rudderow III

Claude Beaver

Attest:

Diane E. Hollenbach, Manager/Secretary/Treasurer

MINIMUM MUNICIPAL OBLIGATION
WORKSHEET FOR 2015 BUDGETING PURPOSES
MAIDENCREEK TOWNSHIP NON-UNIFORMED PLAN - #801266

	January 1, 2015
1. Payroll for plan participants from January 1, 2014 to September 30, 2014	$ 247911.70
2. Payroll from September 1, 2014 through September 30,2014 times 3 ($ 23845.20 * 3)	$ 71536.26
3. Total Payroll to use in calculation of 2015 budget = (1) + (2)	$ 319448.00
4. Total Normal Cost as a Percentage of Compensation	11.96%
5. Total Normal Cost = (3) * (4)	$ 38205.98
6. Total Amortization Requirement	$ 0
7. Total Administrative Expense	$ 2,375
8. Total Financial Requirement = (5) + (6) + (7)	$ 40580.98
9. Total Member Contributions	$ 0
10. Funding Adjustment	$ 6,551
11. Minimum Municipal Obligation = (8) - (9) - (10)	$ 34,030

D. J. Kranke
Authorized Signature

Date

Capital BLUE

YOUR COVERAGE[1] WITH NEW MONTHLY RATES

4.3% increase

Maidencreek Township
00522721

Effective 9/1/2014 through 08/31/2015[2]
Medical and Pharmacy benefits are administered on a plan year basis

Quote Number: **1-8U4K-301-ZOYQ3** SIC: 9111

Program	Id	Single	Parent and Child	Parent and Children	Husband and Wife	Family
PPO 0/100 with Rx - Option 7	PPOC1/RXRC23	$690.74	$1,450.47	$1,450.47	$1,526.45	$2,011.30

All rates are subject to approval by the Pennsylvania Insurance Department (PID).

IMPORTANT

Based on PPACA regulations, if you want to keep what you have, you must maintain the same product type (e.g., if you offer a PPO product today, you may keep that product or change to any other PPO product. You may not switch to an HMO product.)

Multi-Coverage Credit

A multi-coverage credit may be available for the dental and vision rates we quoted if you purchase dental and/or vision benefits **and** medical benefits through Capital BlueCross. Limitations apply. Refer to the "Important Information about Rates" portion of this document for additional information on this credit.

Please contact your account executive or broker if you have questions or need more information.

Current rates

Single	Parent Child	Husband Wife	Family
662.11	1390.33	1463.17	1927.93

[1] *Please note, an individual rate sheet is provided for each billing number to coincide with the monthly invoices provided to accounts.*
[2] *If enrollment changes by 10 percent or more during the contract period, Capital BlueCross may modify these rates. If this should occur, Capital BlueCross will notify the group prior to the effective date of the rate change. Customer initiated changes to benefits or renewal dates may affect program rates and/or the guarantee of rates.*

Capital BLUE

June 13, 2014 ID: 1-8U4K-301-ZOYQ3

Working Toward A Healthier Lifestyle

Due to a recent federal government decision to extend transitional relief from certain Patient Protection and Affordable Care Act (PPACA) requirements, you are now able to keep your current health care benefits plan for another two years. Or, you may select from a wide range of PPACA-compliant options offered by Capital BlueCross to suit you and your employees' health care needs. This renewal package is presented as a quote to extend your current health care plan.

For more information regarding the federal government's decision to allow you to extend your current health plan, please reference the enclosed information required by CMS for situations where health plan are allowing the extension of coverage. If, after assessing your business requirements, you decide that a PPACA-compliant option may be the best choice for your organization, please contact your account executive or broker no later than three weeks prior to your coverage effective date. If you decide to keep the programs described in this document, no action is required.

As a member of the Central Pennsylvania and Lehigh Valley community, Capital BlueCross shares the goal of our customers. Employers in the region want health care benefits programs focused on delivering high quality care, effectively managing the total cost of care and improving overall customer satisfaction. We want to maximize the value of every health care dollar spent. To do this, we continue to find new and effective ways to align incentives that engage consumers, providers and employers to all work toward a shared, medical value goal. Capital BlueCross is different from its competition. Today, we are a member-focused health and medical value leader.

What does that mean for your employees?

Simply put, it means we want to help your employees to be healthy today and to continue to stay healthy tomorrow. We want to provide the programs and services to assist members in taking an active role in their own healthcare. Here are some of the ways we are doing that.

- **Healthy Rewards** – our value-based benefits program provides healthy lifestyle programs and services that reward employees for taking small steps toward improving their health.
- **Consumer Tools** – provides members the ability to search online for local/national doctors and hospitals by name or specialty/type; review a provider's bio, office details, specialties, certifications, hospital affiliations, and locations; and have the capability to read patient reviews from other members or rate their own doctor experience. Also, members can search for cost estimates for hundreds of common elective procedures, like x-rays and compare hospital quality results for various services.
- **Live Healthy®** - our suite of programs including our award winning oncology care management, a new patient transition of care program, expanded digital health coaching programs, and other online tools for members to keep their own health information.

Providing beneficial activities and user-friendly tools that educate members on healthy behaviors, disease management, quality, cost and treatment options, we can have a positive impact on the health status of their workforce. The key to success is providing employees with incentives that matter to them. Your account executive or broker has information about how Capital BlueCross can help you encourage your employees to adopt a healthier lifestyle.

We value our relationship and look forward to our continued role in providing service to you and your employees in the coming year. Capital BlueCross remains committed to providing you with the **best value in health care, a broad choice of benefit programs, an extensive provider network, and excellent service.** We look forward to continuing to provide you with the best value in health insurance.

Sincerely,

Therese Bretz

Therese E. Bretz
Vice President, Commercial Group Sales

Questions about coverage options? Please contact
Keesha Smith
Phone: (610) 821-4126
Fax: (717) 651-4418
E-mail: keesha.smith@capbluecross.com

Health care benefit programs issued or administered by Capital BlueCross and/or its subsidiaries, Capital Advantage Insurance Company®, Capital Advantage Assurance Company® and Keystone Health Plan® Central. Independent licensees of the BlueCross BlueShield Association. Communications issued by Capital BlueCross in its capacity as administrator of programs and provider relations for all companies.

Capital BLUE

Three Easy Steps To Renew Your Coverage

STEP 1: Review	• Go to "Your Coverage with New Monthly Rates" page. • Review our new monthly rates
STEP 2: Decide	• If you wish to consider other benefit options that may save you money, contact your account executive or broker. • Decide if you want to keep your current coverage or learn more about other coverage. • Capital BlueCross has a wide range of PPACA-compliant options to suit you and your employees' health care needs.
STEP 3: Act	• **Keep your current coverage and do nothing**. We automatically renew your benefits. • Choose new coverage and contact your account executive or broker today so we can expedite the change for you.

Simple Solutions for Small Business

We want to help you reduce the amount of time needed for you to manage your health benefit programs for your employees. Our online Simple Solutions for Small Business tools will help you do just that. Register now to start using these tools today.

Have the following information on hand to help you register: **Group Number** **Subgroup Number(s)** **Invoice Number** **Web Access Code**	• Go to **https://www.capbluecross.com** • Click "register" (pop up block toward right on home page) • Check "group administrator" • Complete information as requested to activate your online account

To learn more about other services we provide, we encourage you to visit our website at:
https://www.capbluecross.com/Employers/

Need HELP with online access?

Call 1-866-802-4781

Capital BLUE

Important Information About Your Benefits

Healthy Rewards: Our Value-Based Benefits Program

We want to help your employees take the small steps toward being healthy today and staying healthy tomorrow. Our Healthy Rewards program helps participants focus on their current health status and provides activities that can improve their overall health and well-being, while rewarding them for their efforts. When your employees are healthy and happy, so is your bottom line.

The program will enable you to reward those employees who start making healthy lifestyle choices, and managing their chronic health conditions. The key is providing employees with incentives that matter to them. Healthy Rewards offers a $25 gift card incentive for each set of activities completed.

We will provide your employees with the tools necessary to manage their Healthy Rewards program, and keep up-to-date with program activities.

If you currently have, and would like to continue the Healthy Rewards value-based benefits program for your employees, no action is necessary. Your Healthy Rewards program will be automatically renewed.

If you want to choose the Healthy Rewards value-based benefits program for your employees, contact your account executive or broker to discuss how to add the program.

Important Information About Your Rates

Automatic Renewal

We are attaching rate sheet(s) that show the new rates for your current programs beginning **9/1/2014**. To simplify the renewal process, your current coverage will be automatically renewed 15 calendar days before your anniversary date. Your new coverage will include all benefit changes set forth in this renewal unless you notify us three weeks prior to your effective date that you want to make a change. Receipt of your first premium payment will confirm that you have agreed to accept all benefit changes.

Based on PPACA regulations, if you want to keep what you have, you must maintain the same product type (e.g., if you offer a PPO product today, you may keep that product or change to any other PPO product. You may not switch to an HMO product.)

A Multi-Coverage Credit Can Save You Money

A multiple coverage credit may be available for the dental and vision rates we quoted if you purchase dental and/or vision benefits **and** medical benefits through Capital BlueCross. We offer several different multi-coverage credit options, depending upon your group size.

Groups with two or more subscribers may be eligible for a multi-coverage credit on our standard dental plan offerings (i.e., Basic Plan, Classic Plan and Plus Plan). Multi-coverage credit for our two value dental plans is limited to groups with 10 or more subscribers. To be eligible for the multi-coverage credit, we require that the selected value dental plan be purchased in conjunction with one of our standard dental plan offerings. Eligible employees must be given the opportunity to enroll in the option of their choice.

Groups with two or more subscribers may be eligible for a multi-coverage credit on our standard vision plan offerings (i.e., Plan 24/10 Plus, Plan 12/0, Plan 24/10, Plan 12/10, Plan 12/10 Plus, Plan Max 200).The multi-coverage credit on our two discount vision plans is currently limited to groups with 10 or more enrolled subscribers. To be eligible for the multi-coverage credit, we require that the discount vision plans be purchased in conjunction with one of our standard vision pla offerings. Eligible employees must be given the opportunity to enroll in the option of their choice.

Additional limitations may apply. Please contact your account executive and/or broker for more information.

Capital BLUE

Health Care Reform

The Patient Protection and Affordable Care Act (PPACA) signed into law in March 2010, contains comprehensive benefit changes that may affect your health insurance benefit programs over the next few years. You may wish to contact your broker, tax or legal advisor for more information on how health care reform legislation may affect your business.

Medical Loss Ratio (MLR)

The MLR provision of PPACA requires that the majority of health insurance plan premium dollars be spent on medical care and improving the quality of care. Insurers must meet the minimum loss ratio percentage defined by PPACA for the total number of employees by group. If minimum ratios are not met, the insurer must repay the difference in premium.

Annually, we will ask you to provide your group Federal tax identification number, W-9 Federal tax name of your company and the size of your group based on your total number of employees. Go to **http://www.healthcare.gov/** for additional information.

Summary of Benefits and Coverage/Uniform Glossary

PPACA developed standards for use by a group health plan and health issuer in compiling and providing a Summary of Benefits and Coverage (SBC) that describes the benefits and coverage under the plan. In addition, a uniform glossary develops standard definitions for a pre-defined list of insurance related terms. The SBC rules further define who provides the SBC, who receives a SBC, when the SBC is provided and how it will be provided. The SBC is limited to four pages (front and back, a total of eight pages), must be prepared in 12 point font and be understandable to the average reader. For more information on the rule, visit www.dol.gov/ebsa/healthreform.

IMPORTANT: It is the group's responsibility to distribute the SBC to all enrolled employees to meet the PPACA required timelines.

The SBC rules apply to renewals with an effective date on or after September 23, 2012. Capital BlueCross, as a group health plan and health issuer will provide insured groups (including grandfathered plans) access to SBCs for their Capital BlueCross benefit plan designs. This is in addition to the Certificate of Coverage and other materials (e.g., benefit highlight sheets) that we currently provide.

SBC document(s) are now available to you online through our Employer Portal at www.capbluecross.com/Employers under the "Resources" section. If you are not currently registered for access to the site, you will need to do so in order to retrieve your documents.

Groups are required to provide SBCs to enrollees renewing with existing benefits no later than 30 days prior to the effective date of the plan. If you are unable to retrieve the document electronically through the website, please contact your account executive so that a document can be provided by an alternate means such as paper or email at no charge.

If you should elect to make a benefit change at your renewal, a new SBC for all programs elected will be provided to you within seven business days of processing the benefit change by our Underwriting Compliance department. Notification of when the SBC is available on our website will occur by email (if we have your policymaker's email address) or by mail. In this way, we will be providing you with information that incorporates your final approved benefits. It is important to make benefit determinations promptly to ensure you have time to distribute SBCs to enrollees for a plan in which the benefits have changed no later than the first day of the new plan year.

If you have any questions concerning the SBC requirements, please contact your account executive or broker. Upon request, a non-English version of the SBC will be provided.

The Uniform Glossary, required by PPACA to be available to you, is posted at the following location: www.cciio.cms.gov. The glossary contains common definitions of terms used in insured and self-insured health benefit programs.

UNITED CONCORDIA® DENTAL

	Preferred	
Standard Plan Option	P-10W	
	In-Network	Non-Network
Exams, Cleanings & Fluoride Treatments All X-Rays Sealants Palliative Treatment (Emergency)	100%	80%
	In-Network	Non-Network
Space Maintainers Basic Restorative (Fillings, etc.) Repairs (Crowns, Inlays, Onlays, Bridges, Dentures) Oral Surgery (including Extractions) General Anesthesia Endodontics Periodontics (Surgical and Nonsurgical) Posterior Resins (White Fillings)	80%	60%
	In-Network	Non-Network
Inlays, Onlays, Crowns Prosthetics (Bridges, Dentures)	50%	50%
	In-Network	Non-Network
Diagnostic, Active, Retention Treatment	50%	50%
Class I services	None	
Class II services	None	
Class III services	None	
Orthodontic services	None	
Calendar Year Deductible (Flex or Choice: waived for Class I services) (Preferred: waived for Orthodontic & In-Network Class I services)	$50/$150	
Orthodontics (Lifetime Maximum)	$1,000	
Network Reimbursement	Advantage	
Out-of Network Reimbursement		Advantage

Vision Benefits of America
Clearly Managed. Clearly Focused.

CAPITAL REGION BENEFITS

VBA#2712
ZERO COPAYMENT PROGRAM

FREQUENCY OF SERVICE: DEPENDENT AGE: 26

	Employee	Spouse	Children
Vision Exam	12 Months	12 Months	12 Months
Lenses	12 Months	12 Months	12 Months
Frames	24 Months	24 Months	24 Months

BENEFITS: *EMPLOYEE CAN SELECT EITHER:*

15,000 Nationwide

	VBA Participating Provider Amount Covered	Non-Participating Provider Amount Reimbursed
Vision Exam (For Glasses)	100%	$40.00
Clear Standard Lenses (Pair):		
Single Vision	100%	$40.00
Bifocal	100%	$50.00
Blended Bifocal	100%	$50.00
Trifocal	100%	$75.00
Progressives****	Controlled Cost	$75.00
Lenticular	100%	$100.00
Polycarbonate***	100%	N/A
Scratch Coat-1 Yr	100%	N/A
Frame**	100%	$50.00
- OR -		
Contacts (in lieu of all eyeglass benefits listed above)		
Selected in Lieu of Glasses*****	$160.00	$160.00
Medically Required	UCR*	$320.00
Low Vision Aids(Per 24 Mths. No Lifetime Max.)	UCR*	$650.00

* *Usual, Customary and Reasonable as determined by VBA*

** *Within the program's $50 wholesale allowance (approximately $125 to $150 retail)*

*** *Available In-Network at no charge for children under age 19*

**** *Progressive Lenses typically retail from $150 to $400, depending on lens options. VBAs controlled costs generally range from $45 to $175.*

***** *The contact allowance is applied to all services/materials associated with contact lenses. This includes, but not limited to, contact exam, fitting, dispensing, cost of lenses, etc. No guarantee the contact allowance will cover entire contact cost (materials/services).*

VBA/js/2712

Zero Copay Program

www.visionbenefits.com

PSATS
SPONSOR

Unemployment Compensation Group Trust

4855 Woodland Drive Enola, PA 17025-1291 | psatsinsurance.org
Telephone (800) 382-1268 | Fax (717) 730-0209

September 18, 2014

Dear Township Officials:

Great news for your budget next year!

Enclosed is your township's Contribution Rate Notice for 2015 for the PSATS U.C. Group Trust Fund. The PSATS U.C. Fund has been able to maintain claim levels just slightly above the 2013 payments. We attribute this to our member townships and your ability to efficiently manage your workforce. As a result, our Trustees have voted to decrease the rates by .25% for those in all rate categories except the lowest and the highest. Rates for townships in the 1% and 15.25% rate categories will remain the same for 2015.

The contribution rates for 2015 are based on the claims to contributions ratio for 2011, 2012 and 2013. A copy of the contribution rate schedule showing the full set of rates for the Trust's participants in 2015 has been included on your rate notice.

As a result of Act 60, signed by Governor Corbett in June 2012, the taxable wage base will increase again in 2015, and for every year thereafter until 2018. In 2015, the taxable wage base will increase from $8,750 to $9,000. **This change in the taxable wage base will be effective January 1, 2015.**

We appreciate your membership in the PSATS U.C. Group Trust Fund and want you to know we continually strive to provide you with a high quality benefit at an affordable cost. If you have any questions, please call the PSATS U.C. Group Trust office at 800-382-1268 or 717-763-0930.

Thank you for your continued support.

Sincerely,

David M. Sanko
Executive Director

Enclosure

September 16, 2014

Supervisors of Maidencreek Twp., Berks Co.
PO Box 319
Blandon, PA 195100319

PSATS UNEMPLOYMENT COMPENSATION
GROUP TRUST FUND

2015
CONTRIBUTION RATE NOTICE
FOR THE TOWNSHIP OF
MAIDENCREEK PL# Z-H

The contribution rate for 2015 for the Township of Maidencreek will be 7.00% (0.07). *

2015 contribution rates are based on a 3 year, U.C. claims to contributions percentage. All U.C. claims to contributions percentages fall within the following ranges:

- Percentage rates of 0% (no claims in the past 3 years.) yield a contribution rate of 1% (0.01).
- Percentage rates between 0.01% - 25% yield a contribution rate of 2.25% (0.0225).
- Percentage rates between 25.01% - 100% yield a contribution rate of 4% (0.04).
- Percentage rates between 100.01% - 150% yield a contribution rate of 5.5% (0.055).
- Percentage rates between 150.01% - 200% yield a contribution rate of 7% (0.07).
- Percentage rates between 200.01% - 300% yield a contribution rate of 8.5% (0.085).
- Percentage rates greater than 300% yield a contribution rate of 9.5% (0.095).
- Percentage rates greater than 300%, 10-year ratio of claims to contributions over 150% and 7 or more years out of 10 with claims exceeding contributions yield a contribution rate of 15.25% (0.1525).

If you have any questions, please call the PSATS U.C. Group Trust office at 1-800-382-1268 or 717-763-0930.

Position	Rate	Projected Income	Fica	Medicare	Unemplymnt.
Zoning Sec/Receptionist	$ 18.29	$ 38,043.20	$ 2,358.68	$ 551.63	$ 630.00
Crossing Guard (200 hrs)	$ 15.30	$ 3,060.00	$ 189.72	$ 44.37	
P&R (500 hrs)	$ 15.30	$ 7,650.00	$ 474.30	$ 110.93	$ 630.00
Cleaning Personnel	$ 15.50	$ 1,612.00	$ 99.94	$ 23.37	$ 112.84
Tax Collector		$ 6,400.00	$ 396.80	$ 92.80	$ 448.00
Manager		$ 72,500.00	$ 4,495.00	$ 1,051.25	$ 630.00
Em. Management Coordinator	$ 23.00	$ 552.00	$ 34.22	$ 8.00	$ 38.64
Supervisors Recording Sec	$ 150.00	$ 1,885.00	$ 116.87	$ 27.33	$ 131.95
Park & Rec Recording Sec	$ 135.00	$ 1,500.00	$ 93.00	$ 21.75	
Planning Comm Sec	$ 135.00	$ 1,500.00	$ 93.00	$ 21.75	
Supervisors	$ -	$ 3,600.00	$ 223.20	$ 52.20	
Planning Commission	$ 50.00	$ 3,000.00	$ 186.00	$ 43.50	
Auditors	$ 10.00		$ -	$ -	
Zoning Hearing Board	$ 50.00	$ 450.00	$ 27.90	$ 6.53	
Seasonal Labor (4)	$ 10.00	$ 6,384.00	$ 395.81	$ 92.57	$ 446.88
Roadmaster	$ 29.10	$ 60,528.00	$ 3,752.74	$ 877.66	$ 630.00
Heavy Equipment Op.	$ 23.12	$ 48,089.60	$ 2,981.56	$ 697.30	$ 630.00
Heavy Equipment Op. w/CDL	$ 23.62	$ 49,129.60	$ 3,046.04	$ 712.38	$ 630.00
Light Equipment Operator	$ 20.39	$ 42,411.20	$ 2,629.49	$ 614.96	$ 630.00
Public Works Foreman w/CDL	$ 24.97	$ 51,937.60	$ 3,220.13	$ 753.10	$ 630.00
OVERTIME FOR SNOW	$ 181.80	$ 19,998.00	$ 1,239.88	$ 289.97	
	Total Payroll	$ 420,230.20	$ 26,054.27	$ 6,093.34	$ 6,218.31

	Years of Service	Longevity	Health	Eye & Dental
Shuman	20	$ 500.00	$ 17,405.64	$ 1,289.88
Saint	12	$ 300.00	$ 8,288.88	$ 462.60
Beaver	2	$ 125.00	$ 18,317.40	$ 1,289.88
Letsche	1	$ 125.00	$ 8,288.88	$ 462.60
Wolfe	2	$ 125.00	$ 24,135.60	$ 1,289.88

	Years of Service	Holiday Bonus	Health	Eye and Dental
Hollenbach	13	$ 325.00	$ -	$ 1,289.88
Guistwite, B.	Holiday Bonus	$ 75.00	$ -	
Fox	2	$ 125.00	$ 17,405.64	$ 1,289.88
		$ 1,700.00	$ 93,842.04	$ 7,374.60

Townships with Populations from 4,001 to 8,000 *(cont.)*

	Full-Time Salaries					Part-Time Hourly Rates				
Employee Position	# of Twps	Low	Avg.	Med.	High	# of Twps	Low	Avg.	Med.	High
Management/Professional:										
Township Manager	67	42,120	74,769	70,533	113,880					
Finance Director	6	48,300	60,804	60,596	71,053					
Public Works Director	19	42,000	64,653	64,900	93,090					
Parks/Recreation Director						6	10.00	15.78	11.44	31.25

'ownship Responses and Employee Benefits:

- 185 out of 230 townships in this population category responded, a response rate of 80 percent.
- 177 responding townships, or 96 percent, provide employee medical and hospitalization insurance.
- 144 responding townships, or 78 percent, provide employee dental care insurance.
- 137 responding townships, or 74 percent, provide employee vision care insurance.
- 148 responding townships, or 80 percent, provide employee disability insurance.
- 171 responding townships, or 92 percent, provide paid pension or retirement benefits.
- 153 responding townships, or 83 percent, provide term life insurance.
- 173 responding townships, or 94 percent, provide paid vacation leave.
- 174 responding townships, or 94 percent, provide paid holidays, with an average of 11 paid holidays per year.
- 159 responding townships, or 86 percent, provide paid sick leave, with an average of 9 sick days earned per year.
- 140 responding townships, or 76 percent, provide paid personal days, with an average of 4 personal days earned per year.

Townships with Populations over 8,000

	Full-Time Hourly Rates					Part-Time Hourly Rates				
Employee Position	# of Twps	Low	Avg.	Med.	High	# of Twps	Low	Avg.	Med.	High
Office Staff:										
Secretary (if not Sec.-Treas.)	22	12.02	22.52	21.15	40.41					
Treasurer (if not Sec.-Treas.)	14	19.94	28.43	24.35	48.53					
Secretary-Treasurer	22	18.78	25.26	24.28	34.54					
Assistant Secretary	6	16.06	19.99	19.99	23.89					
Administrative Assistant	62	11.22	21.74	22.01	35.88	8	9.66	15.99	14.65	28.45
Clerk (General)	36	10.00	19.45	19.61	42.10	13	9.75	16.50	16.05	25.00
Clerk (Water/Sewer)	23	13.91	19.50	18.02	29.37					
Clerk (Police Department)	43	11.11	19.45	19.35	27.64	10	10.05	17.66	15.48	35.88
Receptionist	49	11.00	16.91	16.64	26.95	11	10.00	14.46	12.50	30.00
Bookkeeper/Accounting Clerk	40	15.00	21.35	21.07	31.38	8	14.06	20.80	18.89	36.00
Seasonal:										
Seasonal Road Worker/Laborer						57	7.25	11.40	10.50	21.24
CDL Driver (Seasonal)						22	10.00	18.51	16.66	35.00
Camp Counselor						26	7.35	9.59	8.75	18.00
Li[illegible]ard						14	7.50	9.21	8.80	13.00

(Continued on page 11)

Townships with Populations over 8,000 *(cont.)*

	Full-Time Hourly Rates					Part-Time Hourly Rates				
Employee Position	# of Twps	Low	Avg.	Med.	High	# of Twps	Low	Avg.	Med.	High
Public Works/Road Crew:										
Roadmaster	40	21.15	29.26	28.42	42.24					
Road Superintendent	22	19.00	32.69	32.01	40.63					
Road Foreman	53	17.20	27.39	26.59	39.52					
Assistant Roadmaster	14	22.59	26.73	26.37	31.73					
Mechanic	44	18.56	24.27	23.57	35.29					
Heavy Equipment Operator	50	17.51	23.46	22.74	32.45					
Light Equipment Operator	21	17.25	21.85	21.76	31.10					
Sewer/Wastewater Plant Operator	22	21.50	25.71	24.33	37.98					
Labor, Skilled	72	15.71	22.00	21.95	30.56	7	14.95	17.42	16.81	21.13
Labor, Unskilled	28	13.00	20.06	20.43	26.92	6	8.43	12.27	10.81	19.60
CDL Driver	28	16.00	21.97	22.16	27.92					
Park Maintenance	38	7.25	20.44	21.37	32.63	20	9.00	11.59	10.61	21.69
Planning/Code Enforcement:										
Code Enforcement Officer	42	13.46	25.31	23.89	53.91	7	15.00	22.85	20.00	40.00
Building Code Official	19	21.53	29.43	30.11	38.03					
Building Code Inspector	17	22.00	28.88	27.83	46.14					
Sewage Enforcement Officer						5	25.00	43.50	42.50	7
Zoning Officer	38	16.40	27.03	27.21	37.16	7	13.11	24.05	20.50	40.00
	Full-Time Salaries									
Employee Position	# of Twps	Low	Avg.	Med.	High					
Management/Professional:										
Township Manager	85	56,243	97,743	93,500	166,358					
Assistant Township Manager	19	56,000	83,883	77,445	121,784					
Finance Director	37	41,954	73,925	74,859	111,496					
Public Works Director	56	40,000	77,413	74,925	160,347					
Parks/Recreation Director	34	35,610	63,239	62,700	91,125					

Township Responses and Employee Benefits:

- 108 out of 157 townships in this population category responded, a response rate of 69 percent
- 106 responding townships, or 98 percent, provide employee medical and hospitalization insurance.
- 96 responding townships, or 89 percent, provide employee dental care insurance.
- 92 responding townships, or 85 percent, provide employee vision care insurance.
- 101 responding townships, or 94 percent, provide employee disability insurance.
- 107 responding townships, or 99 percent, provide paid pension or retirement benefits.
- 102 responding townships, or 94 percent, provide term life insurance.
- 99 responding townships, or 92 percent, provide paid vacation leave.
- 103 responding townships, or 95 percent, provide paid holidays, with an average of 11 paid holidays per year.
- 94 responding townships, or 87 percent, provide paid sick leave, with an average of 10 sick days earned per year.
- 91 responding townships, or 84 percent, provide paid personal days, with an average of 4 personal days earned per year.

Employee Positions by Region

Southeast – Berks, Bucks, Chester, Delaware, Lehigh, Montgomery, Northampton, & Schuylkill

	Full-Time Hourly Rates					Part-Time Hourly Rates				
Employee Position	# of Twps	Low	Avg.	Med.	High	# of Twps	Low	Avg.	Med.	High
Office Staff:										
Secretary (if not Sec.-Treas.)	17	16.00	23.02	22.78	40.41	9	12.24	17.79	16.00	30.00
Treasurer (if not Sec.-Treas.)	9	19.49	26.18	25.04	37.80	12	11.54	27.48	25.88	72.00
Secretary-Treasurer	34	13.09	24.38	23.68	38.46	23	8.00	20.32	19.50	40.00
Assistant Secretary						8	10.71	16.28	14.92	25.00
Administrative Assistant	49	13.75	21.98	22.06	35.88	9	11.73	16.75	15.40	28.45
Clerk (General)	25	11.99	20.77	20.63	42.10	18	10.00	14.89	15.00	22.00
Clerk (Water/Sewer)	13	13.91	20.97	20.66	29.37					
Clerk (Police Department)	26	14.74	21.23	22.04	27.64					
Receptionist	20	12.00	18.59	17.91	26.95					
Bookkeeper/Accounting Clerk	20	16.83	23.72	23.02	32.39					
Public Works/Road Crew:										
Roadmaster	59	13.00	25.49	24.50	42.24	21	8.50	19.56	18.50	30.00
Road Superintendent	14	21.75	31.35	30.77	40.63					
Road Foreman	42	14.00	25.80	24.93	39.52					
Assistant Roadmaster	25	11.00	23.06	24.09	31.73	5	18.06	21.00	21.54	25.00
Mechanic	22	15.77	25.42	24.77	35.29					
Heavy Equipment Operator	32	14.80	24.25	23.97	32.45	9	15.00	18.52	18.37	24.00
Light Equipment Operator	17	15.00	21.88	21.10	31.10					
Sewer/Wastewater Plant Operator	8	24.20	26.77	25.19	33.81					
Labor, Skilled	69	15.00	21.19	20.50	29.00	21	11.04	15.84	15.38	24.00
Labor, Unskilled	21	9.00	18.95	18.86	26.92	17	7.25	12.96	12.50	18.36
CDL Driver	21	15.00	21.14	21.33	29.91	10	13.00	17.85	16.03	33.00
Park Maintenance	19	11.20	22.25	23.18	31.00	17	10.00	15.62	15.00	25.00
Planning/Code Enforcement:										
Code Enforcement Officer	22	16.50	29.19	29.39	53.91	21	13.00	45.24	52.50	75.50
Building Code Official	9	22.93	29.15	26.70	38.03	13	25.00	51.79	55.00	75.00
Building Code Inspector	8	25.25	29.84	27.84	46.14					
Sewage Enforcement Officer						10	25.00	55.95	61.94	65.00
Zoning Officer	20	16.40	27.06	26.85	37.16	23	12.00	38.37	35.96	75.00
Seasonal:										
Seasonal Road Worker/Laborer						70	8.00	13.49	13.45	21.24
CDL Driver (Seasonal)						31	12.00	17.58	16.97	33.00
Camp Counselor						20	7.50	10.28	9.09	20.00

(Continued middle of page 20)