Manager's Report - April 2020

Office Activity.

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed.
- Attended Board of Supervisors meeting (April 9), Authority (April 16) and Park & Rec (April 23)
- Distributed new Life and Disability policies to the employees.
- April 8 & April 21 & April 23 – Zoom meeting Albright Center for Excellence on pandemic issues
- Audit completed and advertised. Waiting for close out meeting.
- PA DEP recycling grant payment request mailed.
- Berks County Conservation District grant payment submittal for dog park parking lot.
- Completed and mailed to the PA DEP the annual Recycling Performance Grant.
- Processed Planning Commission plan submittals and met with Mike Shirk of Stoney Creek Rentals on parking lot expansion.
- Coronovirus updates – all month, various email, webinars, Zoom meetings
- Began process of registering all CDL employees and Township for the Federal CDL Clearinghouse.
- 3-hour Notary Training on May 1st.
- Prepared for a virtual Workers Compensation audit. (Waiting for it to be scheduled)
- Five more Hometown Hero Banners will be installed in May.

Road Crew Activity.

- Yard waste pickup was complete (April 1-3 and April 20-23).
- Street sweeping was complete. 28.02 tons of cinder was taken to Berks Transfer for disposal. (April 21-24)
- Installation of the new dog park parking area was completed with the help of Jason Bailey and staff from Brentwood Industries. (April 6-8, April 13-15)
- Construction continued on the Blandon Fire Company Tot Lot.
- The street light poles finally arrived and the street light at Chipmunk Drive was installed.
- Trees were removed from the stream in the Township open space behind 314 Blandon Meadows Pkwy.
- Mulching of playgrounds began.
- Keith Shuman is investigating sharing of equipment with Fleetwood Borough. When more information is available, we will get the details to the Board. A resolution will be required as well as naming each other as additional insured with waivers of subrogation.

Park and Recreation.

- There were no requests for purchases.
- Minutes attached.

Zoning Report.

- The Zoning Officer's report is attached.

From the Public.

- An email was received requesting that trash services be bid with the recycling service for one hauler. Recycling will be bid later this year in August or September. Does the Board wish to include trash service with the recycling bid?
- During the heavy rain experienced in April, the owner of 277 W Walnut Tree called with concerns about water bubbling in his backyard. The Board might remember that there is a stormwater pipe along the rear property line of these homes that the Township had repaired a few years ago. Keith Shuman will televise the stormwater pipe to make sure that it is not damaged.
- There have been many questions regarding keeping chickens during the current pandemic situation. Does the Board wish to begin working on this again? The revisions would require changes to the Keeping of Animals Ordinance and the Zoning Ordinance.

General Information.

- The grant deadline for the Greenways, Trails and Recreation Program grant is at the end of May. If the owner of 224 W Walnut Tree Drive still wishes to sell 2.25 acres to the Township does the board authorize the manager to pursue this grant? A resolution (attached) is required with the grant application. There is a possibility with the current state of affairs that all recycling and recreation money will be frozen and grants will not be available.
- The polling place at Keystone Villa has been moved to Trinity Bible Fellowship Church. Election Services will send out letters to voters May 1st.
- Work has resumed on the Rt 222 project.
- A formal request to negotiate has been received. A meeting must be held before June 1st but union activities was on the non-essential list. I would like the Board's permission to sit down with the shop steward before June 1st to begin negotiations.

2020 Budget considerations.

- Based on unemployment projections and data from the Berks County Earned Income Tax Bureau, the Earned Income Tax Revenue, which is our biggest revenue stream has a projected loss of $187,100. The Local Services Tax is projected to have a $21,000 loss.
- Industry experts suggest that real estate transfers could be as bad as our worst year during the 2008-2009 financial crisis. If true, our Real Estate Transfer Tax could come in $94,000 under budget.
- The Township is looking at $302,100 in lost revenue in 2020.
- Budget cuts proposed of $142,080:
    - Refurbish Blandon Fire Company Courts - $75,000
    - Fuel System Upgrade - $20,000
    - Winter Overtime - $16,000
    - April – May layoffs - $11,080
    - Pay for $20000 in street light electric from State Liquid Fuel instead of General Fund

- Other resources:
    - Operating Reserve
    - Police Budget has not been adopted. They are holding excess cash which should be returned to the municipalities.
- Impacts to next year are largely unknown except the State Liquid Fuel grant depends on consumption and price of gasoline.
- I am applying for a FEMA grant to cover all the additional items we have needed to put in place to combat COVID 19. Attached are also some ideas for when we reopen and office staff returns.

Respectfully Submitted,

Diane Hollenbach, Manager

MAIDENCREEK TOWNSHIP
PARK AND RECREATION BOARD MEETING
Regular Meeting April 23, 2020

Attending: Anthony Spero, Brad Congelio, Cody Rhoads, Tim Mills, Stephanie Davenport, Diane Hollenbach – Recording Secretary

Guests: Carl Weston

Anthony Spero called the Regular Meeting to order at 7:00PM. The meeting was conducted via Zoom online video conference.

APPROVAL OF PRIOR MEETING MINUTES:

Cody Rhoads made a motion to approve the February 27, 2020 regular meeting minutes, seconded by Anthony Spero. All present voted in favor; the motion passed.

APPROVAL OF TREASURER'S REPORT AND BILL LIST:

Tim Mills made a motion to approve the Treasurer's Report and Bill List, seconded by Anthony Spero. All present voted in favor; the motion passed.

PUBLIC COMMENTS

Carl Weston of 197 S View Road, Fleetwood thanked the Board for allowing the dog park to remain open. He has been reminding users of social distancing and to clean up after their dogs. Mr. Weston complimented the work on the parking lot and informed the Board that he is thinking about an annual fundraiser to help with maintenance costs. Cody Rhoads questioned if the Hobart Eagle Scout dog park sign project was going forward. Stephanie Davenport believed that all Scout activities were frozen.

BUSINESS

Willow Creek Dog Park – The parking lot has been finished. There was extra plastic grid left and the road crew will install a path from the parking lot to each entrance gate. The edges of the parking lot must still be seeded and dirt piles removed.

Blandon Fire Company Playground – The playground structure has been installed. The edging and mulch need to be finished.

Hometown Hero Banners – Five more banners will be installed in May.

COVID-19 Impact and Response

Budget - Diane Hollenbach updated the Board on revenue projections for 2020 and the projected loss of $300,000. Execution of new projects would have to be put on hold but the Park and Recreation Board could continue the planning process.

Facilities – Signs were installed at each playground stating that the Township did not regularly clean the structures. The Board did not wish to caution tape the playground equipment upon the advice of staff that the tape did not keep anyone from using the structure and would most likely be torn down. Basketball rims and hockey nets were removed. Brad Congelio stated that people

continue to congregate on the basketball courts. The Park and Recreation Board agreed to cancel all May pavilion rentals and refund the fee and reevaluate the situation at the May meeting for June 1st.

Dog Waste Recycling – Dog waste composting had been researched but Brad Congelio explained that the previous discussion had been about an inground waste can. Keith Shuman, road crew foreman is looking into this idea of digging a large container with a lid into the ground five to twelve feet deep to which crushed limestone is added weekly. Bags would need to be biodegradable.

ADJOURNMENT

Having no further business, Brad Congelio made a motion to adjourn the meeting, seconded by Stephanie Davenport. Hearing no questions, all voted in favor. The motion passed.

The meeting adjourned at 7:30PM.
The next regular meeting will be Thursday, May 28, 2020 at 7p.m.

Respectfully Submitted,

Diane E. Hollenbach
Township Manager/Secretary

Township of Maidencreek 05/01/2020
Zoning and UCC Services
Great Valley Consultants – GVC #3026-007 and 3026-008

ZONING AND UNIFORM CONSTRUCTION CODE SERVICES
Monthly Report – April 1, 2020 through April 30, 2020:

The following permits / plans were reviewed and processed:

20-039	04/07/2020 -	107 Ponderosa Drive – patio for Adam Fuller
20-040	04/07/2020 -	57 West Wesner Road – Driveway expansion for Joel Heffner
20-041	04/14/2020 -	109 Constitution Avenue – Fence and patio for William Brent
20-042	04/14/2020 -	105 Tumbleweed Drive – Fence for Steven Schaedler
20-043	04/14/2020 -	199 Longleaf Drive – Driveway expansion for Ray Hunter
20-044	04/14/2020 -	418 Grandview Drive – Concrete slab for Karina Torres
20-045	04/14/2020 -	276 Faith Drive – Solar system for John McGonagle
20-046	04/21/2020 -	506 Calabria Drive – Deck expansion for Richard Roberts
20-047	04/21/2020 -	276 Faith Drive – Ramp and porch for John McGonagle
20-048	04/21/2020 -	183 South View Road – Fence for Yung Burnish
20-049	04/21/2020 -	141 Spirit Court – Shed for Dennis Carlin
20-050	04/21/2020 -	404 Coronet Drive – Above-ground pool for Jean Dans
20-051	04/21/2020 -	415 Schaeffer Road – Deck for Lucas Quensel
20-052	VOID	
20-053	04/27/2020 -	276 Faith Drive – Generator for John McGonagle
20-054	04/28/2020 -	413 Cassidy Court – Solar system for Craig Slablowski
20-055	04/28/2020 -	296 West Walnut Tree Drive – Replace deck for Matthew Witman
20-056	04/30/2020 -	266 North View Road – Fence for Karen Weidman
20-057	04/30/2020 -	8505 Allentown Pike – Pavilions over group mailboxes for GSP Properties

The following were meetings or discussions for Zoning and Building Code services:

04/01/2020	-	Prepared monthly report for March.
04/03/2020	-	Responded to email from D. Hollenbach regarding questions on pool fence for 126 Cassidy Court.

04/06/2020	-	Reviewed email from Brian Hersh regarding proposed use of 965 Park Road as a meeting / event facility. Reviewed zoning ordinance regarding proposed uses.
04/07/2020	-	Discussion with Austin Kerper of 402 Colonial Court regarding permits for retaining walls and setbacks for sheds.
04/09/2020	-	Responded to email from D. Hollenbach regarding proposed distillery at 1100 Park Road.
04/09/2020	-	Prepared draft of zoning determination issues regarding proposed meeting / event facility at 965 Park road and issued to Township, Township Authority and Township Engineer for comments.
04/13/2020	-	Responded to text messages from Bret Cronrath of 405 Golden Drive regarding setbacks and permits for detached garage.
04/13/2020	-	Received and incorporated comments from Township and Township engineer in zoning determination letter for 965 park Road. Issued letter to Brian Hersh via email.
04/14/2020	-	Responded to additional email questions from Brian Hersh regarding proposed meeting/event facility use at 965 Park Road.
04/15/2020	-	Responded to emails from Tamara Boone regarding possible pole building at 761 Hill Road.
04/20/2020	-	Responded to emails from D. Hollenbach and Det. Robert Wood regarding complaint about neighbor shooting crossbow arrows in rear yard.
04/21/2020	-	Discussion with Casey Bowman of 761 Hill Road regarding additional questions on proposed pole building.
04/22/2020	-	Responded to email from D. Hollenbach regarding change in process for electrical inspection approval notices.
04/24/2020	-	Discussion with Doreen from Hahn Exteriors regarding possible ramp and porch at 276 Faith Drive.
04/27/2020	-	Discussion with Susan Porter of Vision Solar regard inspections for solar systems.
04/27/2020	-	Responded to email from D. Hollenbach regarding missing permit application for solar system at 278 North View Road.
04/28/2020	-	Discussion with Logan Gerould of 101 Lidia Lane regarding permits, setbacks and height for a fence.
04/29/2020	-	Responded to emails from Mark Keever of D&B Elite regarding permits for pavilions over existing group mailbox units at 8520 Allentown Pike.
04/30/2020	-	Discussion with D. Hollenbach regarding any required inspections for new owners to take over existing uses at 965 Park Road.

The following UCC inspections were performed:

04/27/2020	-	276 Faith Drive – Footings for ramp and porch – PASSED
04/28/2020	-	276 Faith Drive – Framing inspection for ramp, porch and roof – PASSED

The following were meetings, discussions, inspections or processing of documents / correspondence regarding enforcement of the Property Maintenance and/or Zoning Ordinances:

04/02/2020	-	Site visit to 512 Walnut Tree Drive regarding complaint about abandoned vehicle.
04/15/2020	-	Site visit to 4 Chipmunk Drive regarding complaint about storage of tractor trailer trucks and trailers on this property.
04/16/2020	-	Prepared and issued NOV letter to owner of 4 Chipmunk Drive regarding storage of trailers and truck.
04/28/2020	-	Discussion with Ching Lee regarding NOV letter for storage of truck and trailers at 4 Chipmunk Drive.
04/28/2020	-	Prepared and issued NOV letter to owner of 200 Main Street regarding property maintenance issues.
04/28/2020	-	Prepared and issued NOV letter to owner of 512 Walnut Tree Drive regarding an abandoned vehicle.
04/28/2020	-	Prepared and issued NOV letter to owner of 151 Austrian Drive regarding abandoned vehicles and property maintenance issues.

Diane Hollenbach

From: Diane Hollenbach
Sent: Thursday, April 30, 2020 1:57 PM
To: David Franke; Heidi Fiedler
Subject: Trash Bid Request

To Maidencreek Township Supervisors;

Diane Hollenbach Township manager;

As a long time Maidencreek resident and taxpayer I would like to submit a request for consideration. Lately I have noticed multiple trash trucks driving through the neighborhood on a more frequent basis than ever before. On any given day there are trash receptacles on the curbs of our streets. Not only is this unsightly its unsanitary. It has the potential to attract unwanted animals. In some case the receptacles are left all day to be blown over spreading the trash into the street.

It would seem to me more cost efficient, sanitary, and safe to have one trash provider. This would provide trash pick on one designated day eliminating the daily truck traffic driving through the neighborhood. Would the township consider getting bids from trash haulers on behalf of the residents? They would be bidding for a significant volume of residents likely resulting, in competitive pricing. I know of at least three private trash haulers that come through the neighborhood on various days. Wouldn't one trash hauler on a designated day be a lot safer, cleaner, and possibly cheaper? Thank you for your time.

Respectfully Submitted;

Robert McDonough
109, Spirirt Court Blandon Pa
Vice President Human Resources
Redners Markets Inc.
3 Quarry Road Reading Pa 19605
bmcdonough@rednersmarkets.com
484-248-5718 o
484-955-0666 c

For Maidencreek PC

Pet Ordinance (Chickens, Ducks, Rabbits)

Revisions and Talking points for new draft

11/6/19

220-87 General Agriculture use regulations:

- General Agriculture needs a minimum of three (3) acres.
    - Keeping of Chickens, Ducks, and Rabbits on lots smaller than three (3) acres should not be considered agriculture. Some clarification might be needed here.

New Section:

- Removed 2.5-5 acre section that allowed 24 animals.
    - Changed to 1-3 acres with 16 animals allowed.
- Added "Intent" Section.
- Added prohibition for certain zoning districts, unless used for single-family residential.
- Roosters, geese, peafowl, or turkeys prohibited on lots less than five (5) acres.
    - Changed to prohibit on lots less than three (3) acres.

Legend

Existing text	Black	
New text	Green	
~~Text to be removed~~	Red	

Chapter 67 Animals

§ 67-2 Definitions.

As used in this article, the below listed terms shall have the following meanings:

PET – ~~A domestic or nondomesticated or wild animal, feathered vertebrate, air breathing vertebrate, invertebrate, maintained or kept at least in part for pleasure.~~ A domesticated animal kept for pleasure rather than utility.

§ 67-3 Prohibited activities.

It shall hereafter be unlawful for any person to permit any pet owned by or under the custody supervision, or control of such person to:

A. Be at large or without controlled restraint either upon the public rights-of-way ~~streets, alleys or sidewalks~~ in the Township of Maidencreek or upon property of another, including the property of the Township of Maidencreek or any school district;

B. Continuously, persistently, intermittently or regularly cause any loud, unpleasant, obnoxious, intense, annoying or unseemly sound or noise for an extended period of time which is audible to natural persons so as to disturb said persons' rightful peace and tranquility;

C. Deposit fecal matter upon the public rights-of-way ~~streets, alleys or sidewalks~~ in the Township of Maidencreek or upon property of another, including the property of the Township of Maidencreek or of any school district without immediately removing the same and disposing of the same in a sanitary manner; or

D. Permit fecal matter to accumulate or remain on property owned or occupied by such person or persons for a period in excess of 24 hours, without removing the same and disposing of the same in a sanitary manner.

E. The keeping of pets or animals shall not be the principal use of a property and shall be accessory to the principal use.

~~D.~~F. The keeping of Chickens, Ducks, and Rabbits shall comply with Section 220-XX and comply with the regulations of the zoning district in which they are located.

§ 220-90 Kennel (noncommercial) regulations.

A. No more than six such pets shall be kept under the permanent care of the occupants.

B. No animal shelter or runs shall be located closer to the property or street line than the minimum yard requirements specified for the principal use or accessory uses.

C. A noncommercial kennel may be established only as an accessory use and shelters and runs shall be established as accessory buildings subject to the requirements of Section § 220-58.

D. Except for the sale of young animals born to pets kept under the permanent care of the occupants, no animals shall be sold or offered for sale on the property.

§ 220-XX Keeping of Chickens, Ducks, and Rabbits

A. Intent:

1. This Section is meant to address the keeping or Chickens, Ducks, and Rabbits on lots smaller than three (3) acres. For Agricultural uses, reference **§ 220-15, § 220-87, and § 220-88.**

B. The keeping of Chickens Ducks, and Rabbits is prohibited on lots zoned R-2a, R-3, and R-4, unless such lots used for single-family residential purposes.

C. Zoning permit required:

1. Applicants seeking to engage in keeping chickens, ducks or rabbits must apply for and receive a zoning permit.

D. Types and Number of Animals

1. Prohibited poultry – No person shall keep any roosters, geese, peafowl, or turkeys on lots smaller than three (3) acres.
2. Allowed densities for keeping any combination of chickens, ducks, and rabbits. The following is the total combined number of chickens, ducks, and/or rabbits allowed on a property of a given size:
    a. Smaller than 0.5 acres – 4 total
    b. 0.5 acres to less than 1.0 acres – 8 total
    c. 1.0 acres to less than 3 acres – 16 total

E. Animal Products and Processing

1. Slaughtering and Butchering - Chickens, ducks and rabbits may be slaughtered and butchered onsite only inside an accessory structure or otherwise out of public view. All waste must be bagged and disposed of with household trash to prevent nuisance and health hazards.

F. Design Standards

1. Yards and Location on Lot – Any sheltering structure and outdoor areas used for keeping chickens, ducks or rabbits shall comply with the following yard and setback requirements:
    a. Be located on a property containing a principal structure and use.
    b. Be located in a side or rear yard.
    c. Be located at least 10 feet from any property line.
    d. Sheltering Structures and Outdoor Areas – All chickens, ducks and rabbits shall be kept in a sheltering structure or fenced outdoor area at all times.
        1. All chickens, ducks and rabbits shall be provided with a covered, predator-proof sheltering structure, which shall be kept in sound and usable conditions. Sheltering structures shall be thoroughly ventilated, designed to be easily accessed and cleaned, and of sufficient size to permit free movement of the animals.

2. Any outdoor areas accessible to chickens, ducks, or rabbits shall be adequately fenced or otherwise bounded to contain the animals on the property.

2. Manure and waste – Manure and waste from chickens, ducks and rabbits must be disposed of in one of the following manners:

a. Household trash collection

1. Manure must be bagged, placed in a waterproof container and disposed of with household trash.

b. Composted and applied onsite

1. Manure must be kept in a rodent-proof container designed to limit odors.

a. Containers must be located in a side or rear yard a minimum of 10 feet from property lines.

2. Finished compost may be applied onsite. Manure applied directly onsite must be done in such a way as to prevent nuisance and polluted stormwater runoff.

RESOLUTION 2020

A RESOLUTION OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMISSION OF GRANT APPLICATION FOR THE WILLOWCREEK GREENWAY PROJECT TO GREENWAYS, TRAILS AND RECREATION PROGRAM.

WHEREAS, the Greenways, Trails and Recreation Program allocates funds for the acquisition and repair of greenways, and

WHEREAS, Maidencreek Township desires to acquire land along the Willow Creek at West Walnut Tree Drive; and

WHEREAS, Maidencreek Township intends to install riparian buffer to repair the floodplain for adjoining land owners; and

WHEREAS, the Board of Supervisors intends to allow all residents to use the land for recreation such as fishing and walking.

NOW, THEREFORE, the Township of Maidencreek of Berks County hereby request a Greenways, Trails and Recreation Program (GTRP) grant of $ from the Commonwealth Financing Authority to be used for the Willow Creek Greenway Project, and

The Applicant does hereby designate Heidi Fiedler, Chair and Diane Hollenbach, manager/secretary/treasurer, as the official(s) to execute all documents and agreements between the Township of Maidencreek and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

RESOLVED AND ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled this 14th day of May, 2020 A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
Heidi Fiedler, Chair

_____
David Franke, Vice Chair

Attest:

_____ _____
Diane Hollenbach Claude Beaver

I, Diane Hollenbach, duly qualified Secretary of the Township of Maidencreek, Berks County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board Of Supervisors at a regular meeting help May 14, 2020 and said Resolution has been recorded in the Minutes of the Township of Maidencreek and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Township of Maidencreek this 14th day of May, 2020.
Township of Maidencreek
Berks County

_____
SEAL

Secretary

TEAMSTERS LOCAL UNION NO. 429

Affiliated with the International Brotherhood of Teamsters

WILLIAM M. SHAPPELL
President

KEVIN M. BOLIG
Secretary-Treasurer

April 28, 2020

Ms. Diane Hollenbach
Township Manager
Maidencreek Township
PO Box 319
Blandon, PA 19510

A Formal Request for Negotiations

Dear Ms. Hollenbach:

As you may know our contract with Maidencreek Township, covering your employees, who are members of Teamsters Local Union No. 429, will expire December 31, 2020.

Please consider this letter as a formal request for negotiations for a successor Collective Bargaining Agreement to commence on January 1, 2021.

Would you please contact me at your earliest convenience, in order that we may schedule negotiation sessions for a new agreement.

Thank you for your cooperation in this matter.

Very truly yours,
TEAMSTERS LOCAL UNION NO. 429

Jim Geise
Trustee/Business Agent

JG/sef
Cc: File

Enclosure
Certified # 7018 1830 0001 2923 6685

1055 SPRING STREET, WYOMISSING, PA 19610 • (610) 320-5521 • (800) 331-4290 • FAX (610) 320-9216

pennsylvania
DEPARTMENT OF LABOR & INDUSTRY

BUREAU OF MEDIATION

Pennsylvania Public Employe Relations Act (195) Notice to Bureau of Mediation

Status: _____ File Number: _____

Date: 04/28/2020

In accord with the provisions of Section 801 of the Public Employe Law, Act 195, of 1970, you are hereby notified that a dispute exists between the following parties:

Maidencreek Township Name of Public Employer	Teamsters Local Union No. 429 Name of Employee Organization
PO Box 319 Street or Rural No.	1055 Spring Street Street or Rural No.
Blandon / Berks / 19510 City/Municipality / County / Zip Code	Wyomissing / Berks / 19610 City/Municipality / County / Zip Code
Diane Hollenbach (610) 926-4920 Name and telephone Number of Employer Chief Negotiator/Representative	Jim Geise (610) 320-5521 Name and telephone Number of Employee Chief Negotiator/Representative
maidentwp@aol.com E-mail	jgeise@teamsterslocal429.org E-mail
Township Maintenance Employee work activity	6 Number of employees in bargaining unit
Check if guard or court related ☐	Check if 1st contract ☐ Renewal ■
December 31, 2020 Budget submission date	December 31, 2020 Contract expiration or reopener date

Filed in Behalf of:

☐ Employer

■ Employee

Jim Geise
Representative Signature

Section 801, Act 195 states "...if no agreement is reached between the parties within twenty-one (21) days after negotiations have commenced, but in no event later than one hundred fifty (150) days prior to the "budget submission date", and mediation has not been utilized by the parties, **BOTH PARTIES SHALL IMMEDIATELY CALL IN THE SERVICE OF THE PENNSYLVANIA BUREAU OF MEDIATION."**

This notice to the Bureau of Mediation shall be given in writing by the submission of this form.

Auxiliary aids and services are available upon request to individuals with disabilities.
Equal Opportunity Employer/Program

Maidencreek Township-General Fund
2020 taxes budget vs actual
January 1 through May 6, 2020

2020	Budget	Jan - Mar 20	Apr 1 - May 6, 20	TOTAL Jan 1 - May 6, 20
300.00 · Taxes				
301.10 · Real Estate Tax-Current	645,000.00	46,456.97	557,736.11	604,193.08
301.30 · Real Estate - Delinquent	11,000.00	1,846.91	1,395.78	3,242.69
301.60 · Real Estate-Interim	800.00	37.24	0.00	37.24
310.10 · Real Estate Transfer Tax	191,000.00	31,692.67	15,836.55	47,529.22
310.21 · Earned Income Tax-Current	1,400,000.00	349,340.93	96,250.72	445,591.65
310.51 · O.P.T.-Current	122,430.00	0.00	1,394.23	1,394.23
310.52 · O.P.T.- Prior Year	42,000.00	39,891.44	993.48	40,884.92
310.61 · Amusement tax-Current	6,000.00	466.33	197.62	663.95
Total 300.00 · Taxes	2,418,230.00	469,732.49	673,804.49	1,143,536.98

2019		Jan - Mar 19	Apr 1 - May 6, 19	Jan 1 - May 6, 19
300.00 · Taxes				
301.10 · Real Estate Tax-Current	644,600.00	75,798.28	486,854.95	562,653.23
301.30 · Real Estate - Delinquent	11,000.00	1,945.09	1,285.44	3,230.53
301.60 · Real Estate-Interim	800.00	128.73	11.73	140.46
310.10 · Real Estate Transfer Tax	191,000.00	171,625.58	21,140.80	192,766.38
310.21 · Earned Income Tax-Current	1,375,000.00	341,426.34	127,786.72	469,213.06
310.51 · O.P.T.-Current	120,000.00	94.00	594.04	688.04
310.52 · O.P.T.- Prior Year	42,000.00	40,027.74	141.92	40,169.66
310.61 · Amusement tax-Current	3,000.00	195.69	211.81	407.50
Total 300.00 · Taxes	2,387,400.00	631,241.45	638,027.41	1,269,268.86

Real Estate Transfer of Keystone Villa $142,650 transaction
Total without this transfer would be $50,116.38.

Revenue streams that will be most effected by stay at home order.

Suggested Work procedures when open to the public

- Clean public areas in Township Building daily.
    - Tables, countertops, desks
    - Doorknobs, handles, Light switches, water cooler
    - Phones, Keyboards
    - Toilets, sinks, faucets
    - Copier (after each use)
- Install a barrier at reception (plexiglass with opening at bottom for paper transfer) and have one reception area for the Township and Authority. This will require Township receptionist to have read only access to MTA billing system.
- Provide gloves for opening the mail.
- Staff shall maintain social distancing standards. Staff shall not share office supplies, computers, etc.
- Cut hours building is open to the public to give staff time to clean (30 minutes at beginning and end of day) and to have lunch and clean up after. Proposing 8:30 am to 11:30 and 12:30 to 3:30 pm. We have found that all things can be done without the public entering the building and there is really no need for most people to enter this space.
- One person at a time in shared spaces – copier, kitchen, bathroom.
- Have doors and windows open if possible.
- Post signs reminding employees and visitors to stay home when ill and to wash hands frequently.
- Road crew – 1 person to a truck. When that is not possible, masks shall be worn.
- Separation of offices for office staff.
- Continue zoom meetings and training whenever possible instead of traveling to or hosting meeting.
- Sanitize park restrooms upon opening and at 1pm.
- Sanitize playground equipment, picnic tables and benches daily.
- Use of the meeting room can continue by small outside organizations. Staff will have to clean the facilities before leaving for the day.