

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

**OCTOBER 2018**

1. Treasurer's Report
2. Planning & Parks Report
3. Permit Activity Report
4. Public Works Department Report
5. Fire Marshal Report
6. Township Engineer Report
7. Worcester Volunteer Fire Department Report
8. Pennsylvania State Police Report

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account Range: First to Last  
 Expend Account Range: First to Last  
 Print Zero YTD Activity: No  
 Include Non-Anticipated: No  
 Include Non-Budget: No  
 Year To Date As Of: 10/31/18  
 Current Period: 10/01/18 to 10/31/18  
 Prior Year As Of: 10/31/18

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
001-301-100-000	Property Taxes- Current	46,809.38	46,250.00	516.30	46,481.05	0.00	231.05	100
001-301-500-000	Property Taxes- Liened	644.07	600.00	28.95	447.14	0.00	152.86-	75
001-301-600-000	Property Taxes- Interim	196.46	250.00	38.24	161.26	0.00	88.74-	64
	Segment 3 Total	47,649.91	47,100.00	583.49	47,089.45	0.00	10.55-	100
001-310-010-000	Per Capita Taxes- Current	4,449.35	4,620.00	239.56	5,166.84	0.00	546.84	112
001-310-030-000	Per Capita Taxes- Delinquent	971.70	920.00	101.20	762.48	0.00	157.52-	83
001-310-100-000	Real Estate Transfer Taxes	357,979.03	245,000.00	43,456.51	295,855.02	0.00	50,855.02	121
001-310-210-000	Earned Income Taxes	2,693,526.76	2,610,000.00	83,933.35	1,578,533.21	0.00	1,031,466.79-	60
001-310-220-000	Earned Income Taxes- Prior Year	0.00	100.00	0.00	0.00	0.00	100.00-	0
	Segment 3 Total	3,056,926.84	2,860,640.00	127,730.62	1,880,317.55	0.00	980,322.45-	66
001-321-800-000	Franchise Fees	234,119.66	224,000.00	0.00	112,735.34	0.00	111,264.66-	50
	Segment 3 Total	234,119.66	224,000.00	0.00	112,735.34	0.00	111,264.66-	50
001-322-820-000	Road Opening Permits	800.00	300.00	0.00	200.00	0.00	100.00-	67
001-322-900-000	Sign Permits	165.00	200.00	0.00	225.00	0.00	25.00	112
001-322-910-000	Yard Sale Permits	110.00	100.00	10.00	65.00	0.00	35.00-	65
001-322-920-000	Solicitation Permits	965.00	250.00	0.00	750.00	0.00	500.00	300
	Segment 3 Total	2,040.00	850.00	10.00	1,240.00	0.00	390.00	146
001-331-120-000	ordinance Violations	3,547.35	1,500.00	989.09	3,779.11	0.00	2,279.11	252
	Segment 3 Total	3,547.35	1,500.00	989.09	3,779.11	0.00	2,279.11	252
001-341-000-000	Interest Earnings	10,540.04	1,000.00	163.59	7,282.86	0.00	6,282.86	728
	Segment 3 Total	10,540.04	1,000.00	163.59	7,282.86	0.00	6,282.86	728
001-342-000-000	Rents & Royalties	18,161.00	18,564.20	1,535.00	15,650.26	0.00	2,913.94-	84
001-342-120-000	Cell Tower Rental	150,071.79	150,454.20	12,782.95	134,511.84	0.00	15,942.36-	89

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
	Segment 3 Total	168,232.79	169,018.40	14,317.95	150,162.10	0.00	18,856.30-	89
001-355-010-000	Public Utility Realty Tax	3,095.50	3,095.50	2,592.76	2,592.76	0.00	502.74-	84
001-355-040-000	Alcohol License Fees	800.00	800.00	0.00	800.00	0.00	0.00	100
001-355-050-000	General Municipal Pension State Aid	51,305.68	42,706.00	0.00	51,528.27	0.00	8,822.27	121
001-355-070-000	Volunteer Fire Relief Association	94,057.65	94,057.65	0.00	85,932.76	0.00	8,124.89-	91
	Segment 3 Total	149,258.83	140,659.15	2,592.76	140,853.79	0.00	194.64	100
001-361-300-000	Land Development Fees	8,500.00	3,000.00	0.00	3,250.00	0.00	250.00	108
001-361-330-000	Conditional Use Fees	0.00	1,350.00	0.00	0.00	0.00	1,350.00-	0
001-361-340-000	Zoning Hearing Board Fees	16,800.00	9,600.00	0.00	9,100.00	0.00	500.00-	95
001-361-500-000	Map And Publication Sales	124.00	50.00	0.00	3.00	0.00	47.00-	6
	Segment 3 Total	25,424.00	14,000.00	0.00	12,353.00	0.00	1,647.00-	88
001-362-410-000	Building Permit Fees	112,797.80	99,000.00	6,373.28	62,950.33	0.00	36,049.67-	64
001-362-420-000	Zoning Permit Fees	11,995.00	7,000.00	2,425.00	17,390.00	0.00	10,390.00	248
001-362-450-000	Commercial U&O Fees	0.00	400.00	0.00	0.00	0.00	400.00-	0
001-362-460-000	Driveway Permit Fees	605.00	150.00	45.00	180.00	0.00	30.00	120
	Segment 3 Total	125,397.80	106,550.00	8,843.28	80,520.33	0.00	26,029.67-	76
001-367-400-000	PRPS Ticket Sales	7,052.53	6,600.00	200.00	2,210.58	0.00	4,389.42-	33
001-367-408-000	Sports & Lesson Fees	5,799.00	23,000.00	0.00	3,517.00	0.00	19,483.00-	15
001-367-409-000	Park Trips	8,396.90	7,120.00	0.00	0.00	0.00	7,120.00-	0
001-367-420-000	Park Miscellaneous	22,342.34	13,500.00	12.50	19,092.43	0.00	5,592.43	141
	Segment 3 Total	43,590.77	50,220.00	212.50	24,820.01	0.00	25,399.99-	49
001-381-000-000	Miscellaneous Income	7,248.76	500.00	652.48	6,816.63	0.00	6,316.63	***
001-381-001-000	Service Charge Fees	318.55	250.00	39.28	272.01	0.00	22.01	109
	Segment 3 Total	7,567.31	750.00	691.76	7,088.64	0.00	6,338.64	945
001-383-200-000	Escrow Administration	700.00	400.00	0.00	400.00	0.00	0.00	100
	Segment 3 Total	700.00	400.00	0.00	400.00	0.00	0.00	100
001-395-000-000	Refund of Prior Year Expenditures	6,213.10	0.00	0.00	0.00	0.00	0.00	0

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
Segment 3 Total		6,213.10	0.00	0.00	0.00	0.00	0.00	0
Fund 001	Revenue Total	3,881,208.40	3,616,687.55	156,135.04	2,468,642.18	0.00	1,148,045.37-	68
Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
LEGISLATIVE BODY:		0.00	0.00	0.00	0.00	0.00	0.00	0
001-400-000-000	Legislative- Payroll	7,500.00	7,500.00	630.00	6,300.00	0.00	1,200.00	84
001-400-150-000	Legislative- Benefits	63,674.49	55,339.98	4,365.57	43,744.41	0.00	11,595.57	79
001-400-312-000	Legislative- Consultant Services	30,369.00	27,476.00	9,997.75	25,670.50	0.00	1,805.50	93
001-400-337-000	Legislative- Mileage Reimbursement	299.92	475.00	0.00	209.28	0.00	265.72	44
001-400-420-000	Legislative- Dues & Subscriptions	3,127.40	5,350.00	450.00	613.00	0.00	4,737.00	11
001-400-460-000	Legislative- Meetings & Seminars	3,874.42	4,900.00	60.00	4,064.02	0.00	835.98	83
Segment 3 Total		108,845.23	101,040.98	15,503.32	80,601.21	0.00	20,439.77	80
MANAGER:		0.00	0.00	0.00	0.00	0.00	0.00	0
001-401-000-000	Management- Payroll	135,000.06	135,675.00	10,443.68	109,658.64	0.00	26,016.36	81
001-401-150-000	Management- Benefits	69,881.64	54,268.86	4,290.23	44,576.36	0.00	9,692.50	82
001-401-312-000	Management- Consultant Services	1,335.00	5,000.00	0.00	3,275.00	0.00	1,725.00	66
001-401-321-000	Management- Mobile Phone	600.00	600.00	50.00	500.00	0.00	100.00	83
001-401-337-000	Management- Mileage Reimbursement	4,800.00	4,800.00	400.00	4,000.00	0.00	800.00	83
001-401-460-000	Management- Meetings & Seminars	1,368.72	2,350.00	0.00	567.68	0.00	1,782.32	24
Segment 3 Total		212,985.42	202,693.86	15,183.91	162,577.68	0.00	40,116.18	80
FINANCIAL ADMINISTRATION:		0.00	0.00	0.00	0.00	0.00	0.00	0
001-402-000-000	Finance- Payroll	67,691.27	67,465.00	5,240.00	55,020.00	0.00	12,445.00	82
001-402-150-000	Finance- Benefits	28,141.65	38,215.75	8,829.99	25,379.55	0.00	12,836.20	66
001-402-321-000	Finance- Mobile Phone	300.00	300.00	25.00	250.00	0.00	50.00	83
001-402-337-000	Finance- Mileage Reimbursement	174.14	300.00	28.01	84.26	0.00	215.74	28
001-402-460-000	Finance- Meeting & Seminars	198.88	800.00	0.00	90.50	0.00	709.50	11
Segment 3 Total		96,505.94	107,080.75	14,123.00	80,824.31	0.00	26,256.44	75
TAX COLLECTION:		0.00	0.00	0.00	0.00	0.00	0.00	0
001-403-000-000	Tax Collection- Payroll	2,363.41	2,355.00	0.00	2,326.38	0.00	28.62	99
001-403-150-000	Tax Collection- Benefits	180.80	180.39	0.00	177.97	0.00	2.42	99

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-403-210-000	Tax Collection- Office Supplies	4,301.08	4,740.00	0.00	1,787.86	0.00	2,952.14	38
001-403-310-000	Tax Collection- Professional Services	31,144.13	31,321.20	714.64	24,429.46	0.00	6,891.74	78
	Segment 3 Total	37,989.42	38,596.59	714.64	28,721.67	0.00	9,874.92	74
001-404-000-000	LEGAL SERVICES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-404-310-000	Legal- General Services	51,958.66	69,000.00	6,398.47	47,940.73	0.00	21,059.27	69
001-404-320-000	Legal- RTK Services	1,340.00	9,600.00	0.00	3,024.50	0.00	6,575.50	32
	Segment 3 Total	53,298.66	78,600.00	6,398.47	50,965.23	0.00	27,634.77	65
001-405-000-000	CLERICAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-405-140-000	Clerical- Payroll	71,478.34	87,296.62	5,693.44	57,108.14	0.00	30,188.48	65
001-405-150-000	Clerical- Benefits	31,556.32	45,289.36	10,312.93	36,386.58	0.00	8,902.78	80
001-405-210-000	Clerical- Office Supplies	5,957.42	6,600.00	391.89	3,526.66	0.00	3,073.34	53
001-405-310-000	Payroll Services	15,153.76	15,795.00	1,159.91	13,115.72	0.00	2,679.28	83
001-405-321-000	Clerical- Telephone	3,785.18	4,245.00	340.18	2,799.84	0.00	1,445.16	66
001-405-325-000	Postage	3,556.41	4,420.00	370.79	3,415.17	0.00	1,004.83	77
001-405-337-000	Clerical- Mileage Reimbursement	204.17	240.00	35.10	141.38	0.00	98.62	59
001-405-340-000	Clerical- Advertisement	6,788.87	8,800.00	0.00	2,793.37	0.00	6,006.63	32
001-405-460-000	Clerical- Meetings & Seminars	1,207.67	1,750.00	0.00	0.00	0.00	1,750.00	0
001-405-465-000	Computer Expense	15,978.69	36,572.00	6,721.81	20,430.00	0.00	16,142.00	56
001-405-470-000	Clerical- Other Expense	5,723.69	5,376.00	636.47	4,332.81	0.00	1,043.19	81
	Segment 3 Total	161,390.52	216,383.98	25,662.52	144,049.67	0.00	72,334.31	67
001-408-000-000	ENGINEERING SERVICES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-408-310-000	Engineering Services	16,274.09	37,000.00	2,407.16	18,397.65	0.00	18,602.35	50
	Segment 3 Total	16,274.09	37,000.00	2,407.16	18,397.65	0.00	18,602.35	50
001-409-000-000	GOVERNMENT BUILDINGS & PLANT:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-409-136-000	Administration- Utilities	7,197.64	10,524.00	703.23	6,508.27	0.00	4,015.73	62
001-409-137-000	Administration- Maintenance & Repairs	12,179.32	16,272.00	641.40	11,733.63	0.00	4,538.37	72
001-409-142-000	Administration- Alarm Service	2,490.12	3,636.00	178.87	2,213.51	0.00	1,422.49	61
001-409-147-000	Administration- Other Expenses	1,278.17	2,580.00	74.21	863.39	0.00	1,716.61	33
001-409-236-000	Garage- Utilities	10,971.63	13,260.00	643.30	10,060.26	0.00	3,199.74	76
001-409-237-000	Garage- Maintenance & Repairs	6,587.65	9,456.00	491.35	5,839.85	0.00	3,616.15	62
001-409-242-000	Garage- Alarm Service	1,002.96	1,428.00	81.29	949.25	0.00	478.75	66
001-409-247-000	Garage- Other Expenses	935.56	1,500.00	17.97	573.52	0.00	926.48	38

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-409-436-000	Community Hall- Utilities	2,839.17	5,160.00	139.31	3,220.64	0.00	1,939.36	62
001-409-437-000	Community Hall- Maintenance & Repairs	4,261.73	5,160.00	240.99	3,539.13	0.00	1,620.87	69
001-409-447-000	Community Hall- Other Expenses	12.91	600.00	24.90	34.87	0.00	565.13	6
001-409-536-000	Historical Bldg- Utilities	3,260.19	3,829.00	65.84	2,650.60	0.00	1,178.40	69
001-409-537-000	Historical Bldg- Maintenance & Repairs	179.00	1,884.00	0.00	297.00	0.00	1,587.00	16
001-409-636-000	Hollow Rd Rental- Utilities	62.41-	250.00	0.00	0.00	0.00	250.00	0
001-409-637-000	Hollow Rd Rental- Maintenance & Repairs	4,244.23	3,984.00	0.00	197.00	0.00	3,787.00	5
001-409-737-000	Springhouse- Maintenance & Repairs	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
	Segment 3 Total	57,377.87	80,523.00	3,302.66	48,680.92	0.00	31,842.08	60
001-411-000-000	FIRE:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-411-380-000	Fire Protection- Hydrant Rentals	24,563.03	25,398.00	819.06	7,731.65	0.00	17,666.35	30
001-411-540-000	Fire Protection- WFD Contributions	308,307.65	315,582.65	85,932.76	298,757.76	0.00	16,824.89	95
	Segment 3 Total	332,870.68	340,980.65	86,751.82	306,489.41	0.00	34,491.24	90
001-413-000-000	UCC & CODE ENFORCEMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-413-110-000	Fire Marshal- Payroll	6,093.50	11,006.58	638.06	5,432.64	0.00	5,573.94	49
001-413-110-150	Fire Marshal- Benefits	649.43	1,203.10	71.79	624.48	0.00	578.62	52
001-413-140-000	Code Enforcement- Payroll	43,788.10	40,149.40	3,147.36	33,604.16	0.00	6,545.24	84
001-413-150-000	Code Enforcement- Benefits	29,249.01	16,752.11	8,330.51	16,782.27	0.00	30.16-	100
001-413-210-000	Code Enforcement- Supplies	7,714.70	9,355.00	0.00	1,320.00	0.00	8,035.00	14
001-413-312-000	Code Enforcement- Consultant Services	45,992.00	70,374.56	3,776.00	32,944.00	0.00	37,430.56	47
001-413-321-000	Code Enforcement- Mobile Phone	0.00	0.00	53.96	489.13	0.00	489.13-	0
001-413-337-000	Code Enforcement- Mileage Reimbursement	708.45	840.00	95.92	948.33	0.00	108.33-	113
001-413-460-000	Code Enforcement- Meetings & Seminars	272.95	1,300.00	0.00	343.00	0.00	957.00	26
	Segment 3 Total	134,468.14	150,980.75	16,113.60	92,488.01	0.00	58,492.74	61
001-414-000-000	PLANNING & ZONING:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-414-140-000	Zoning- Payroll	2,050.00	2,400.00	200.00	1,350.00	0.00	1,050.00	56
001-414-150-000	Zoning- Benefits	141.71	183.84	15.32	103.37	0.00	80.47	56
001-414-310-000	Zoning- Professional Services	4,718.00	4,200.00	298.00	2,053.00	0.00	2,147.00	49
001-414-313-000	Zoning- Engineering	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0
001-414-314-000	Zoning- Legal	36,983.34	24,000.00	640.00	18,923.33	0.00	5,076.67	79
001-414-315-000	Zoning- Conditional Use	16,337.50	4,500.00	0.00	0.00	0.00	4,500.00	0
001-414-341-000	Zoning- Advertisement	3,950.84	4,125.00	237.80	2,567.40	0.00	1,557.60	62
001-414-460-000	Zoning- Meetings & Seminars	7.00	200.00	0.00	0.00	0.00	200.00	0



TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-438-242-000	Road Signs	1,162.52	3,200.00	182.27	530.41	0.00	2,669.59	17
001-438-245-000	Road Supplies	13,418.93	38,500.00	42.34	6,757.83	0.00	31,742.17	18
001-438-313-000	Engineering	45,665.56	55,000.00	1,067.06	51,429.23	0.00	3,570.77	94
001-438-370-000	Road Program- Contractor	5,288.00	15,300.00	0.00	7,557.50	0.00	7,742.50	49
	Segment 3 Total	84,943.22	135,543.52	3,037.91	88,707.38	0.00	46,836.14	65
001-446-000-000	STORM WATER MANAGEMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-446-313-000	Stormwater Management- Engineering	27,284.85	49,500.00	952.30	2,621.00	0.00	46,879.00	5
	Segment 3 Total	27,284.85	49,500.00	952.30	2,621.00	0.00	46,879.00	5
001-451-000-000	RECREATION- ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-451-140-000	Recreation- Payroll	35,459.77	26,996.30	1,350.50	12,495.91	0.00	14,500.39	46
001-451-150-000	Recreation- Benefits	16,198.38	2,427.92	151.93	1,463.98	0.00	963.94	60
001-451-337-000	Recreation- Mileage Reimbursement	135.88	300.00	0.00	56.46	0.00	243.54	19
001-451-460-000	Recreation- Meetings & Seminars	949.85	900.00	0.00	190.50	0.00	709.50	21
	Segment 3 Total	52,743.88	30,624.22	1,502.43	14,206.85	0.00	16,417.37	46
001-452-000-000	PARTICIPANT RECREATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-452-247-000	Discounted Tickets (PRPS)	5,746.00	6,550.00	0.00	3,009.50	0.00	3,540.50	46
001-452-248-000	Camps & Sport Leagues	5,129.00	22,100.00	0.00	2,783.00	0.00	19,317.00	13
001-452-249-000	Bus Trips	2,071.75	6,800.00	0.00	2,446.73	0.00	4,353.27	36
001-452-250-000	Community Day	3,984.80	9,900.00	8.97	12,120.19	0.00	2,220.19-	122
001-452-520-000	Library	6,300.00	6,615.00	6,615.00	6,615.00	0.00	0.00	100
	Segment 3 Total	23,231.55	51,965.00	6,623.97	26,974.42	0.00	24,990.58	52
001-454-000-000	PARKS:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-454-436-000	Heebner Park- Utilities	2,000.43	2,940.00	124.20	1,543.44	0.00	1,396.56	52
001-454-437-001	Heebner Park- Athletic Fields	11,280.17	16,800.00	0.00	3,660.40	0.00	13,139.60	22
001-454-437-002	Heebner Park- Expenses	4,049.45	11,500.00	495.84	2,984.93	0.00	8,515.07	26
001-454-438-001	Mount Kirk Park- Athletic Fields	2,655.84	3,400.00	0.00	719.10	0.00	2,680.90	21
001-454-438-002	Mount Kirk Park- Expenses	592.63	1,450.00	0.00	351.57	0.00	1,098.43	24
001-454-439-001	Sunny Brook Park- Athletic Fields	3,846.90	4,700.00	0.00	1,391.12	0.00	3,308.88	30
001-454-439-002	Sunny Brook Park- Expenses	2,152.23	4,400.00	208.16	1,167.77	0.00	3,232.23	27
001-454-446-000	Sunny Brook Park- Utilities	1,011.15	1,380.00	103.87	1,030.61	0.00	349.39	75
001-454-470-000	Heyser Park- Horse Ring	0.00	500.00	0.00	0.00	0.00	500.00	0
001-454-471-000	Heyser Park- Expenses	0.00	1,300.00	0.00	0.00	0.00	1,300.00	0



TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-454-480-000	Trail Expenses	1,297.38	5,600.00	0.00	1,302.83	0.00	4,297.17	23
001-454-490-000	Other Parks	375.56	4,400.00	0.00	262.64	0.00	4,137.36	6
	Segment 3 Total	29,261.74	58,370.00	932.07	14,414.41	0.00	43,955.59	25
001-459-000-000	PUBLIC RELATIONS:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-459-340-000	Public Relations- Community Newsletter	13,455.63	18,400.00	0.00	13,287.47	0.00	5,112.53	72
001-459-341-000	Public Relations- Other Communications	0.00	1,400.00	0.00	114.62	0.00	1,285.38	8
	Segment 3 Total	13,455.63	19,800.00	0.00	13,402.09	0.00	6,397.91	68
001-481-000-000	EMPLOYER PAID BENEFITS AND WITHHOLDING I	0.00	0.00	0.00	0.00	0.00	0.00	0
001-481-430-000	Inter Gov- Real Estate Taxes	0.00	0.00	0.00	6,652.24	0.00	6,652.24	0
	Segment 3 Total	0.00	0.00	0.00	6,652.24	0.00	6,652.24	0
001-486-000-000	INSURANCE:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-486-350-000	Insurances	93,775.75	106,271.80	19,430.42	98,845.80	0.00	7,426.00	93
	Segment 3 Total	93,775.75	106,271.80	19,430.42	98,845.80	0.00	7,426.00	93
001-492-300-000	Transfer To Capital Fund	8,824,234.62	976,981.96	0.00	249,335.31	0.00	727,646.65	26
	Segment 3 Total	8,824,234.62	976,981.96	0.00	249,335.31	0.00	727,646.65	26
	Fund 001 Expend Total	11,069,556.35	3,618,526.05	295,339.03	2,163,964.31	0.00	1,454,561.74	60

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
008-341-000-000	Interest Earnings	2,177.17	800.00	373.84	3,039.90	0.00	2,239.90	380
	Segment 3 Total	2,177.17	800.00	373.84	3,039.90	0.00	2,239.90	380
008-364-110-000	Tapping Fees	18,389.55	42,207.62	105,370.55	135,414.12	0.00	93,206.50	321
008-364-120-000	Sewer Fees- Residential	449,733.04	467,409.67	96,478.53	453,175.50	0.00	14,234.17-	97
008-364-130-000	Sewer Fees- Commercial	155,896.37	153,076.61	32,534.71	133,853.80	0.00	19,222.81-	87
008-364-140-000	Late Fees	8,169.66	6,000.00	557.96	6,158.21	0.00	158.21	103
008-364-150-000	Certification Fees	1,320.00	1,030.00	225.00	1,350.00	0.00	320.00	131
008-364-190-000	Liens	15.00	0.00	0.00	15.00	0.00	15.00	0
	Segment 3 Total	633,523.62	669,723.90	235,166.75	729,966.63	0.00	60,242.73	109
008-381-000-000	Miscellaneous Income	0.00	50.00	0.00	0.00	0.00	50.00-	0
	Segment 3 Total	0.00	50.00	0.00	0.00	0.00	50.00-	0
	Fund 008 Revenue Total	635,700.79	670,573.90	235,540.59	733,006.53	0.00	62,432.63	109

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
008-429-000-000	WASTWATER COLLECTION AND TREATMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-429-242-000	Alarm Services	969.30	1,020.00	0.00	1,008.18	0.00	11.82	99
008-429-300-000	Other Expenses	29,236.37	127,140.00	9,231.45	46,364.73	0.00	80,775.27	36
008-429-313-000	Engineering	7,044.38	11,400.00	0.00	10,673.18	0.00	726.82	94
008-429-314-000	Legal	362.08	2,500.00	0.00	226.94	0.00	2,273.06	9
008-429-316-000	Plant Operations	113,861.81	78,540.00	6,265.00	52,920.00	0.00	25,620.00	67
008-429-321-000	Telephone	830.95	888.00	73.62	717.27	0.00	170.73	81
008-429-361-000	Utilities	94,549.26	101,520.00	10,614.11	74,069.28	0.00	27,450.72	73
008-429-374-000	Equipment & Repairs	20,780.28	24,000.00	1,523.83	11,562.19	0.00	12,437.81	48
008-429-421-001	Center Point- Operations	8,124.00	5,616.00	484.42	3,616.92	0.00	1,999.08	64
008-429-421-002	Center Point- Utilities & Repairs	5,930.33	4,716.00	308.64	3,065.96	0.00	1,650.04	65
008-429-422-001	Meadowood- Operations	8,984.10	5,616.00	447.50	3,580.00	0.00	2,036.00	64
008-429-422-002	Meadowood- Utilities & Repairs	400.54	1,752.00	38.10	413.22	0.00	1,338.78	24
008-429-423-001	Heritage Village- Operations	8,152.70	5,616.00	447.50	3,580.00	0.00	2,036.00	64
008-429-423-002	Heritage Village- Utilities & Repairs	2,800.76	5,040.00	296.47	2,479.27	0.00	2,560.73	49
008-429-424-001	Fawn Creek- Operations	8,270.40	5,616.00	447.50	3,580.00	0.00	2,036.00	64
008-429-424-002	Fawn Creek- Utilities & Repairs	2,252.64	3,948.00	119.41	1,724.17	0.00	2,223.83	44
008-429-425-001	Chadwick Place- Operations	8,231.26	5,616.00	447.50	3,580.00	0.00	2,036.00	64

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
008-429-425-002	Chadwick Place- Utilities & Repairs	2,625.82	4,668.00	263.96	2,016.20	0.00	2,651.80	43
008-429-426-001	Adair Pump- Operations	8,566.87	5,616.00	447.50	3,580.00	0.00	2,036.00	64
008-429-426-002	Adair Pump- Utilities & Repairs	2,396.13	3,276.00	239.80	1,952.88	0.00	1,323.12	60
008-429-700-000	Capital Improvements	44,506.54	90,000.00	0.00	24,418.83	0.00	65,581.17	27
008-429-800-000	Depreciation	293,641.00	0.00	0.00	0.00	0.00	0.00	0
	Segment 3 Total	672,517.52	494,104.00	31,696.31	255,129.22	0.00	238,974.78	52
008-471-000-000	DEBT PRINCIPAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-471-200-000	General Obligation Bond- Principal	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	0
	Segment 3 Total	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	0
008-472-000-000	DEBT INTEREST:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-472-200-000	General Obligation Bond- Interest	50,821.26	49,861.26	0.00	24,930.63	0.00	24,930.63	50
	Segment 3 Total	50,821.26	49,861.26	0.00	24,930.63	0.00	24,930.63	50
008-475-000-000	Fiscal Agent Fees- 2016 Bond	1,050.00	1,100.00	0.00	1,050.00	0.00	50.00	95
	Segment 3 Total	1,050.00	1,100.00	0.00	1,050.00	0.00	50.00	95
008-486-000-000	INSURANCE:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-486-350-000	Insurance Expense	0.00	3,299.20	1,649.58	3,299.20	0.00	0.00	100
	Segment 3 Total	0.00	3,299.20	1,649.58	3,299.20	0.00	0.00	100
	Fund 008 Expend Total	844,388.78	668,364.46	33,345.89	284,409.05	0.00	383,955.41	43

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
030-341-000-000	Interest Earnings	35,836.02	20,000.00	17,931.58	148,296.88	0.00	128,296.88	741
	Segment 3 Total	35,836.02	20,000.00	17,931.58	148,296.88	0.00	128,296.88	741
030-354-351-000	Grants	0.00	284,940.00	0.00	25,000.00	0.00	259,940.00-	9
	Segment 3 Total	0.00	284,940.00	0.00	25,000.00	0.00	259,940.00-	9
030-363-100-000	Traffic Impact Fees	71,872.00	14,204.00	43,747.00	51,701.00	0.00	37,497.00	364
	Segment 3 Total	71,872.00	14,204.00	43,747.00	51,701.00	0.00	37,497.00	364
030-381-000-000	Miscellaneous Income	47,832.75	2,000.00	0.00	2,900.00	0.00	900.00	145
	Segment 3 Total	47,832.75	2,000.00	0.00	2,900.00	0.00	900.00	145
030-392-010-000	Transfer From General Fund	8,824,234.62	976,981.96	0.00	249,335.31	0.00	727,646.65-	26
	Segment 3 Total	8,824,234.62	976,981.96	0.00	249,335.31	0.00	727,646.65-	26
	Fund 030 Revenue Total	8,979,775.39	1,298,125.96	61,678.58	477,233.19	0.00	820,892.77-	37
Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
030-402-000-000	FINANCE ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
030-402-470-000	Investing/CD Fees	10.00	0.00	0.00	0.00	0.00	0.00	0
	Segment 3 Total	10.00	0.00	0.00	0.00	0.00	0.00	0
030-405-000-000	SECRETARY/CLERK:	0.00	0.00	0.00	0.00	0.00	0.00	0
030-405-720-000	Office Equipment	23,800.05	53,000.00	387.68	53,843.10	0.00	843.10-	102
	Segment 3 Total	23,800.05	53,000.00	387.68	53,843.10	0.00	843.10-	102
030-409-000-000	GOVERNMENT BUILDINGS & PLANTS:	0.00	0.00	0.00	0.00	0.00	0.00	0
030-409-600-000	Building Improvements	32,082.19	29,500.00	31,865.85	41,962.25	0.00	12,462.25-	142
	Segment 3 Total	32,082.19	29,500.00	31,865.85	41,962.25	0.00	12,462.25-	142

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
030-430-600-000	Capital Roads	695,795.42	568,000.00	0.00	366,946.90	0.00	201,053.10	65
030-430-740-000	Equipment Purchases	194,435.21	100,700.00	0.00	95,632.78	0.00	5,067.22	95
	Segment 3 Total	890,230.63	668,700.00	0.00	462,579.68	0.00	206,120.32	69
030-433-600-000	Traffic Signs & Signals	5,642.83	315,934.00	450.00	16,379.06	0.00	299,554.94	5
	Segment 3 Total	5,642.83	315,934.00	450.00	16,379.06	0.00	299,554.94	5
030-454-600-000	Parks and Trails	99,774.76	216,500.00	21,105.18	46,298.08	0.00	170,201.92	21
030-454-710-000	Land Acquisition	16,279.42	154,500.00	0.00	74,412.00	0.00	80,088.00	48
	Segment 3 Total	116,054.18	371,000.00	21,105.18	120,710.08	0.00	250,289.92	33
	Fund 030 Expend Total	1,067,819.88	1,438,134.00	53,808.71	695,474.17	0.00	742,659.83	48

TOWNSHIP OF WORCESTER  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
035-341-000-000	Interest Earnings	1,707.29	400.00	2.62	3,645.52	0.00	3,245.52	911
	Segment 3 Total	1,707.29	400.00	2.62	3,645.52	0.00	3,245.52	911
035-355-020-000	Liquid Fuel Funds	350,887.21	361,632.53	0.00	363,273.08	0.00	1,640.55	100
	Segment 3 Total	350,887.21	361,632.53	0.00	363,273.08	0.00	1,640.55	100
	Fund 035 Revenue Total	352,594.50	362,032.53	2.62	366,918.60	0.00	4,886.07	101

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
035-438-000-000	ROADS & BRIDGES:	0.00	0.00	0.00	0.00	0.00	0.00	0
035-438-370-000	Road Maintenance Contractor	365,000.00	350,000.00	0.00	350,000.00	0.00	0.00	100
	Segment 3 Total	365,000.00	350,000.00	0.00	350,000.00	0.00	0.00	100
	Fund 035 Expend Total	365,000.00	350,000.00	0.00	350,000.00	0.00	0.00	100

## BUDGET REPORT

### October 31, 2018

GENERAL		STATE	
Revenue YTD:	\$ 2,468,642.18	Revenue YTD:	\$ 366,918.60
Revenue Budget:	\$ 2,969,783.37	Revenue Budget:	\$ 361,965.86
Revenue to Budget:	<b>83.13%</b>	Revenue to Budget:	<b>101.37%</b>
Expenditure YTD:	\$ 1,914,629.00 *	Expenditure YTD:	\$ 350,000.00
Expenditure Budget:	\$ 2,301,253.95	Expenditure Budget:	\$ 350,000.00
Expenditure to Budget:	<b>83%</b>	Expenditure to Budget:	<b>100%</b>
WASTE WATER		CAPITAL	
Revenue YTD:	\$ 733,006.53	Revenue YTD:	\$ 227,897.88 *
Revenue Budget:	\$ 618,266.93	Revenue Budget:	\$ 267,620.00
Revenue to Budget:	<b>118.56%</b>	Revenue to Budget:	<b>85.16%</b>
Expenditure YTD:	\$ 284,409.05	Expenditure YTD:	\$ 695,474.17
Expenditure Budget:	\$ 441,253.16	Expenditure Budget:	\$ 1,336,061.67
Expenditure to Budget:	<b>64%</b>	Expenditure to Budget:	<b>52%</b>

\*does not include interfund transfers

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

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

Planning & Parks Report  
October 2018

Zoning Hearing Board

- *no meetings*

Planning Commission

- *no meetings*

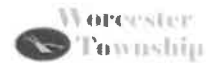
Parks:

- Continued sponsorship program for 2018 and 2019 recreation events.
- Prepared content for the Township website and Winter newsletter.
- Development of programs for the fall, winter and spring seasons.
- Scheduled various park events.
- Scheduled field and pavilion rentals.



# Worcester Township

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



## Report For 10/01/2018 to 10/31/2018

**Item**

**Count / Fee**

**Total Issued Permits**

**44 / \$8,707.28**

Building Permit		#of Permits	Construction Cost	Permit Fees
1	Commercial Alteration	1	\$100,000.00	\$1,544.50
2	Electrical	2	\$4,304.00	\$59.00
3	Garage	1	\$24,000.00	\$69.50
4	Generator	1	\$12,930.00	\$94.50
5	Heat/AC Unit	4	\$31,508.00	\$308.00
6	In-Ground	4	\$277,500.00	\$1,068.00
7	Mechanical	2	\$5,480.00	\$229.00
8	Plumbing	1	\$6,953.00	\$64.50
9	Residential Additions	3	\$135,500.00	\$1,760.50
10	Residential Alterations	1	\$0.00	\$79.50
11	Solar Panels	1	\$22,506.00	\$232.78
12	Tank Removal	2	\$6,298.00	\$149.00
13	Wooden Deck	3	\$65,000.00	\$343.50

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

Zoning Permit		#of Permits	Construction Cost	Permit Fees
1	Accessory Structure	5	\$12,950.00	\$225.00
2	Driveway Extension	1	\$0.00	\$45.00
3	Fence	1	\$10,525.00	\$45.00
4	Grading	8	\$202,500.00	\$2,200.00
5	New Tenant	1	\$0.00	\$95.00
6	Patio & Deck (less than 30" above ground)	1	\$45,000.00	\$45.00

**Total** **44** **\$962,954.00** **\$8,707.28**

**Other Fees Collected**

**State Fee** **\$117.00**

## **Public Works Department Report**

**October 2018**

### **1) Road Maintenance**

- A. Cleared inlets and drains throughout the Township**
- B. Filled potholes throughout the Township**
- C. String Trimmed around all bridges and guiderails**
- D. Completed Township ROW mowing for the season**
- E. Repaired failing storm pipe on Windy Hill Road**

### **2) Storm Maintenance**

- A. 10.27.18 Strong winds brought trees down on Township roadways requiring after hours removal**

### **3) Parks**

- A. Twice weekly cleaning of restrooms, emptying trash receptacles, and stocking dog bags**
- B. Repairing washouts and general trail maintenance**
- C. Mowing and trimming of all Township Properties**
- D. Detailed park pavilions**
- E. Started Fall cleanup of Township properties**
- F. Toilet repairs in Heebner pavilions**
- G. Final round of weed spraying for the season on Township properties**
- H. Start of Heebner Park playground upgrade**

### **4) Vehicle Maintenance**

- A. Performed weekly maintenance of all Township vehicles**
- B. Detailed all vehicle exteriors & interiors**
- C. Inspection of both 64-28 and 64-42**
- D. Repaired charging system and air leak on 64-08**

### **5) Miscellaneous**

- A. Setting up and cleaning of Community Hall for rentals, Township events**
- B. Hosted annual Pack 10 Cross Country event in Heebner Park**
- C. Paving and line striping of the Community Hall**
- D. Completion of Administrative Office brick paver project**
- E. CPR training for all Township personnel**

## **October 2018 Fire Marshal Report to Board of Supervisors**

1/ Fire Marshal investigations on 15 miscellaneous dispatches.

2/ \$0 Fire damage for the month

3/ Continued work with Tommy Ryan on the project of moving the township/fire department high band radio antennae.

4/ Conducted drill for state compliance at Meadowood Retirement Community. Drill was successful and some recommendations were made to management and the fire department.

5/ A fine was issued for excessive false alarms.

6/ Updated Knox Box information at Worcester Elementary and Methacton High School.

7/ Attended seminar on the VFIS Fire Study regarding future fire services in Montgomery County.

8/ Attended a seminar on nursing home fires and other emergencies.

9/ Advised fire department on temporary road closures affecting access at Meadowood.

Respectfully Submitted,

David Cornish  
Fire Marshal

**MEMORANDUM**

**TO:** Worcester Township Board of Supervisors  
**FROM:** Joseph J. Nolan, P.E., Township Engineer  
**DATE:** November 1, 2018  
**SUBJECT:** Engineering Report - Project Status

---

This memorandum will provide an update and status report on the various projects that are ongoing within the Township as of November 1, 2018.

1. Miscellaneous Items

- a. CKS Engineers assisted the Township on numerous zoning and land development related issues as requested during the month.
- b. CKS Engineers performed various site inspections in conjunction with finalizing Use & Occupancy Permits during the month.
- c. CKS reviewed numerous grading permit applications for the Township during the month.
- d. CKS Engineers, Inc. continued to provide inspection services in conjunction with all ongoing land development and subdivision projects throughout the Township. This also included verifying completion of items and preparation of escrow releases for these projects, as requested. Work at the Grove at Meadowood has begun.
- e. CKS assisted in work required in conjunction with numerous subdivisions and land developments submitted to the Township. These include Whitehall Estates, 2044 Berks Road, the Palmer Tract, the Grove at Meadowood and the Center Square Golf Club.
- f. The Riparian Buffer contract has been awarded by the Township. A pre-construction meeting is being scheduled and work should proceed shortly thereafter.
- g. We continue to work on the design for the Defford Road trail, and have done field survey work on the Defford Road basin as well. These were also grant related projects.
- h. We will be performing the final PennDOT report for the road program so we can use liquid fuels funds for part of the work.

CKS Engineers, Inc.

November 1, 2018  
Ref:# 7200-51  
Page 2

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

Respectfully submitted,  
CKS ENGINEERS, INC.  
Township Engineers



Joseph J. Nolan, P.E.

JJN/paf

cc: Tommy Ryan, Township Manager  
File

# OCTOBER 2018 WORCESTER VOLUNTEER FIRE DEPARTMENT REPORT

## WORCESTER TOWNSHIP

## MUTUAL AID

TYPE	NUMBER OF CALLS	TYPE	LOCATION	NUMBER OF CALLS
Fire Alarms	10	Building Fire	Lansdale	1
Accident w/injuries	4	Cover Up Assignment	Norristown	1
Gas leak	1		Total	2
Assist EMS	1			
Pole / Wires	1			
TOTAL WORCESTER TOWNSHIP	17	FIRE POLICE		
TOTAL CALLS	19	Vehicle Accident	2	
		Assist East Norriton	1	
		Total for Month	3	
AVERAGE MANPOWER PER CALL	14.16	Time in Service	1 hr 18 min	
HOURS IN SERVICE	12 hr 32 min	Average Manpower Per Call	3.67	
DRILLS FOR THE MONTH	3			
HOURS IN SERVICE FOR DRILLS	6	<b>Department Totals</b>	0	
AVERAGE MANPOWER PER DRILL	27.67	Man Hours in service on fire calls	167 Hr 44 min	
		Man Hours in Service for Fire Police	6 hr 28	
Officer Only Calls		Man Hours in Service for Officers only	2 hr 20 min	
		Man Hours in Service on Drills	166 hr 0 min	
Burn victim	1	Total for Month	342 hr 12 min	
Faulty fire alarm	1			
total	2			
FIRE LOSS				
LOSS AMOUNT				
\$0	PROPERTY VALUE			
	\$0.00			

PENNSYLVANIA STATE POLICE  
CALL INFORMATION

Date Report Run : Wed, 2018-Oct-31

SEARCH CRITERIA: cc\_data.date added between '10/01/2018' and '10/31/2018' and cc\_data.case\_type<'TS' and cc\_data.sum1  
cpality='46226'

DATE	TIME	CALL #	TYPE OF CALL	LOCATION	REPORT EXPECT	FOUND	CLEARED BY
2018-Oct-01	07:55	PA18-1133046	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-01	08:07	PA18-1133093	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-01	08:24	PA18-1133180	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-01	13:05	PA18-1134610	DISMT DISABLED MOTORIST ON ROAD		NO	YES	CLOSED CAD
2018-Oct-01	20:03	PA18-1136181	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-01	20:23	PA18-1136259	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-01	22:12	PA18-1136510	RAO REQUEST ASSIST - OTHER AG		NO	YES	CLOSED CAD
2018-Oct-01	22:11	PA18-1136511	MVCI MVC - INJURIES		NO	YES	CLOSED CAD
2018-Oct-02	00:12	PA18-1136712	DCHSC DOMESTIC SECURITY CHECK -		YES	YES	TRACS CRAS
2018-Oct-02	00:13	PA18-1136713	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-02	06:56	PA18-1137121	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-02	07:57	PA18-1137405	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-02	11:54	PA18-1138653	MVCI MVC - INJURIES		NO	YES	CLOSED CAD
2018-Oct-02	16:37	PA18-1139750	911 HANG UP CALL		YES	YES	TRACS CRAS
2018-Oct-02	17:08	PA18-1139850	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-02	17:22	PA18-1139893	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-02	19:04	PA18-1140216	MVCNR MVC - NON-REPORTABLE		NO	YES	CLOSED CAD
2018-Oct-02	19:22	PA18-1140271	ROAD ROAD HAZARD - ANIMAL - DE		NO	YES	CLOSED CAD
2018-Oct-02	22:35	PA18-1140723	REFER REFER TO OTHER AGENCY - P		YES	YES	TRACS CRAS
2018-Oct-02	22:51	PA18-1140751	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-02	22:51	PA18-1140752	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-03	07:30	PA18-1141449	911 HANG UP CALL		NO	YES	REFER
2018-Oct-03	08:16	PA18-1141676	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-03	08:53	PA18-1141885	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-03	09:19	PA18-1142021	RAO REQUEST ASSIST - OTHER AG		NO	YES	CLOSED CAD
2018-Oct-03	14:28	PA18-1143435	ALRMF ALARM FALSE FAULT		NO	YES	CLOSED CAD
2018-Oct-03	15:12	PA18-1143612	MVCNR MVC - NON-REPORTABLE		NO	YES	CLOSED CAD
2018-Oct-03	16:19	PA18-1143855	DCHSC DOMESTIC SECURITY CHECK -		YES	YES	TRACS CRAS
2018-Oct-04	07:13	PA18-1145776	CANCEL CANCELLED BY COMPLAINANT/		NO	YES	CLOSED CAD
2018-Oct-04	08:47	PA18-1146148	PATCHK PATROL CHECK		NO	YES	CANCELLED
2018-Oct-04	08:57	PA18-1146198	ALRMF ALARM FALSE FAULT		NO	YES	CLOSED CAD
2018-Oct-04	09:02	PA18-1146212	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-04	09:22	PA18-1146303	PATCHK PATROL CHECK		NO	YES	CLOSED CAD
2018-Oct-04	11:29	PA18-1146850	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-04	17:47	PA18-1148180	MVCNR MVC - NON-REPORTABLE		NO	YES	CLOSED CAD
2018-Oct-04	20:26	PA18-1148664	DCHSC DOMESTIC SECURITY CHECK -		YES	YES	TRACS CRAS
2018-Oct-04	20:42	PA18-1148718	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-05	06:41	PA18-1149802	CANCEL CANCELLED BY COMPLAINANT/		NO	YES	CLOSED CAD
2018-Oct-05	07:53	PA18-1150065	MVCNR MVC - NON-REPORTABLE		NO	YES	CANCELLED
2018-Oct-05	08:03	PA18-1150122	ROAD ROAD HAZARD - ANIMAL - DE		NO	YES	TRACS CRAS
2018-Oct-05	13:38	PA18-1151567	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-05	13:43	PA18-1151588	MVCNR MVC - NON-REPORTABLE		NO	YES	CLOSED CAD
2018-Oct-05	14:07	PA18-1151656	DCHSC DOMESTIC SECURITY CHECK -		YES	YES	TRACS CRAS
2018-Oct-05	15:28	PA18-1151952	MVCNR MVC - NON-REPORTABLE		NO	YES	CLOSED CAD
2018-Oct-05	16:31	PA18-1152164	LOCKC LOCK OUT - CHILD INSIDE		YES	YES	TRACS CRAS
2018-Oct-05	17:33	PA18-1152443	INFORM POLICE INFORMATION		NO	YES	CLOSED CAD
2018-Oct-05	18:43	PA18-1152702	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-05	22:16	PA18-1153365	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD
2018-Oct-06	08:57	PA18-1154581	SEDFC SEE OFFICER GO		NO	YES	CLOSED CAD
2018-Oct-06	12:26	PA18-1155167	TROTH TRAFFIC VIOLATION - OTHER		YES	YES	GENERAL OF
2018-Oct-06	12:46	PA18-1155222	DCHSC DOMESTIC SECURITY CHECK -		NO	YES	CLOSED CAD

2018-Oct-06 12:57 PA18-1153245 DSCHSC DOMESTIC SECURITY CHECK -  
 2018-Oct-06 17:53 PA18-1156071 MYCRNI MVC -- REPORTABLE, NO INJU  
 2018-Oct-06 19:07 PA18-1156376 ROAD ROAD HAZARD -- ANIMAL -- DE  
 2018-Oct-06 20:15 PA18-1156600 DSCHSC DOMESTIC SECURITY CHECK -  
 2018-Oct-06 20:26 PA18-1156629 DSCHSC DOMESTIC SECURITY CHECK -  
 2018-Oct-07 00:02 PA18-1157160 ALRMF ALARM FALSE FAULT  
 2018-Oct-07 00:42 PA18-1157250 DSCHSC DOMESTIC SECURITY CHECK -

NO  
 YES  
 NO  
 NO  
 NO  
 NO  
 NO

YES  
 YES  
 YES  
 YES  
 YES  
 YES  
 YES

CLOSED CAD  
 TRACS CRAS  
 CLOSED CAD  
 CLOSED CAD  
 CLOSED CAD  
 CLOSED CAD  
 CLOSED CAD



PENNSYLVANIA STATE POLICE  
CALL INFORMATION

Date Report Run : Wed, 2018-Oct-31

Call Date	Call Time	Call Number	Call Description	Officer	Status	Disposition
2018-Oct-07	02:15	PA18-1157493	911 HANG UP CALL		NO	CLOSED CAD
2018-Oct-07	05:10	PA18-1157701	ROAD HAZARD - ANIMAL - DE		YES	CLOSED CAD
2018-Oct-07	05:30	PA18-1157715	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-07	05:59	PA18-1157738	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-07	07:52	PA18-1157913	DOWN DEATH - NATURAL		YES	PAPER REPO
2018-Oct-07	09:30	PA18-1158131	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-07	09:40	PA18-1158164	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-07	15:11	PA18-1159059	TRENDR TRAFFIC VIOLATION/ERRATIC		NO	CLOSED CAD
2018-Oct-07	20:14	PA18-1159999	SEE OFFICER 60		YES	GENERAL OF
2018-Oct-08	09:09	PA18-1161347	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-08	09:18	PA18-1161376	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-08	18:21	PA18-1163370	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-08	18:27	PA18-1163390	DISNT DISABLED MOTORIST ON ROAD		NO	CLOSED CAD
2018-Oct-08	18:31	PA18-1163409	DISNT DISABLED MOTORIST OR ROAD		NO	CLOSED CAD
2018-Oct-08	19:55	PA18-1163677	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-08	23:27	PA18-1164079	CANCEL CANCELLED BY COMPLAINANT/		NO	CLOSED CAD
2018-Oct-09	03:24	PA18-1164377	ALRMF ALARM FALSE FAULT		YES	CANCELLED
2018-Oct-09	09:03	PA18-1165354	KVCRNI MVC - REPORTABLE, NO INJU		NO	CLOSED CAD
2018-Oct-09	10:22	PA18-1165841	PATCHK PATROL CHECK		YES	TRACS CRAS
2018-Oct-09	10:35	PA18-1165910	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-09	10:42	PA18-1165939	PATCHK PATROL CHECK		NO	CLOSED CAD
2018-Oct-09	15:27	PA18-1167345	MVCMR MVC - NON-REPORTABLE		YES	TRACS CRAS
2018-Oct-09	16:57	PA18-1167635	DISH DISABLED MOTORIST		NO	CLOSED CAD
2018-Oct-09	18:49	PA18-1168062	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-09	20:45	PA18-1168419	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-09	21:42	PA18-1168566	CANCEL CANCELLED BY COMPLAINANT/		NO	CLOSED CAD
2018-Oct-10	08:11	PA18-1169724	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-10	10:20	PA18-1170535	PATCHK PATROL CHECK		NO	CLOSED CAD
2018-Oct-10	10:38	PA18-1170651	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-10	16:35	PA18-1172274	MVCI MVC - INJURIES		YES	TRACS CRAS
2018-Oct-10	17:41	PA18-1172577	ALRMF ALARM FALSE FAULT		NO	CLOSED CAD
2018-Oct-10	18:05	PA18-1172689	THEFT THEFT		YES	PAPER REPO
2018-Oct-10	21:13	PA18-1173250	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-10	21:21	PA18-1173273	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-11	01:03	PA18-1173697	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-11	01:11	PA18-1173709	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-11	06:46	PA18-1174064	MVCSB MVC - SCHOOL BUS, NO INJU		YES	TRACS CRAS
2018-Oct-11	06:58	PA18-1174086	MVCRNI MVC - REPORTABLE, NO INJU		YES	TRACS CRAS
2018-Oct-11	08:18	PA18-1174470	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-11	08:35	PA18-1174525	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-11	09:15	PA18-1174603	MVCRNI MVC - REPORTABLE, NO INJU		YES	TRACS CRAS
2018-Oct-11	11:35	PA18-1175234	ALRMF ALARM FALSE FAULT		NO	CLOSED CAD
2018-Oct-11	17:14	PA18-1176353	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-11	17:25	PA18-1176401	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-11	19:35	PA18-1176812	SEE OFFICER 60		NO	GENERAL OF
2018-Oct-11	23:44	PA18-1177286	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-12	00:00	PA18-1177318	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-12	07:54	PA18-1178211	PATCHK PATROL CHECK		NO	CLOSED CAD
2018-Oct-12	08:23	PA18-1178404	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-12	08:30	PA18-1178445	PATCHK PATROL CHECK		NO	CLOSED CAD
2018-Oct-12	08:50	PA18-1178556	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-12	09:56	PA18-1178912	ROAD HAZARD - ANIMAL - DE		NO	CLOSED CAD
2018-Oct-12	20:53	PA18-1181731	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-12	21:02	PA18-1181763	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD
2018-Oct-12	23:26	PA18-1182153	DOMESTIC SECURITY CHECK -		NO	CLOSED CAD

2018-Oct-12 23:35 PA18-1182185 DSCJSC DOMESTIC SECURITY CHECK -  
 2018-Oct-13 11:00 PA18-1183475 DSCJSC DOMESTIC SECURITY CHECK -  
 2018-Oct-13 11:15 PA18-1183523 DSCJSC DOMESTIC SECURITY CHECK -  
 2018-Oct-13 13:25 PA18-1183902 MVDNR HVC - NON-REPORTABLE  
 2018-Oct-13 16:34 PA18-1184417 ALRNF ALARM FALSE FAULT  
 2018-Oct-13 22:37 PA18-1185512 DIST DISTURBANCE/NOISE COMPLAI  
 2018-Oct-13 23:28 PA18-1185632 ALRNF ALARM FALSE FAULT  
 2018-Oct-14 00:07 PA18-1185736 DSCJSC DOMESTIC SECURITY CHECK -  
 2018-Oct-14 00:18 PA18-1185760 DSCJSC DOMESTIC SECURITY CHECK -

NO  
 NO  
 NO  
 YES  
 NO  
 YES  
 NO  
 NO  
 NO  
 NO

YES  
 YES  
 YES  
 YES  
 YES  
 YES  
 YES  
 YES  
 YES  
 YES

CLOSED CAD  
 CLOSED CAD  
 CLOSED CAD  
 TRACS CRAS  
 CLOSED CAD  
 GENERAL OF  
 CLOSED CAD  
 CLOSED CAD  
 CLOSED CAD  
 CLOSED CAD

PENNSYLVANIA STATE POLICE  
CALL INFORMATION

Date Report Run : Wed, 2018-08-31

Date	Time	PA18	Code	Description	NO	YES	Closed
2018-Oct-14	07:29	PA18-1186491	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2018-Oct-14	07:57	PA18-1186534	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2018-Oct-14	08:21	PA18-1186619	ISTAT	INTERSTATE HIGHWAY - STAT	NO	YES	CLOSED CAD
2018-Oct-14	08:23	PA18-1186621	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-14	10:06	PA18-1186915	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-15	00:37	PA18-1189147	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-15	00:45	PA18-1189168	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-15	08:43	PA18-1190126	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-15	09:24	PA18-1190335	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-15	09:35	PA18-1190402	PATCKK	PATROL CHECK	NO	YES	CLOSED CAD
2018-Oct-15	11:27	PA18-1190944	DONO	DOMESTIC - OTHER	YES	YES	GENERAL OF
2018-Oct-15	13:09	PA18-1191378	RAPD	REQUEST ASSIST - LOCAL PD	NO	YES	CLOSED CAD
2018-Oct-15	15:42	PA18-1191960	RVCDA	RVC - DUI - ALCOHOL	YES	YES	TRACS CRAS
2018-Oct-15	18:21	PA18-1192483	THEFTF	THEFT - FRAUD/FORBERY	YES	YES	PAPER REPO
2018-Oct-15	20:02	PA18-1192765	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-15	20:04	PA18-1192769	RVCNR	RVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2018-Oct-15	22:13	PA18-1193091	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-15	22:53	PA18-1193134	CANCEL	CANCELLED BY COMPLAINANT/	YES	YES	CANCELLED
2018-Oct-16	01:22	PA18-1193406	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-16	01:32	PA18-1193426	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-16	06:42	PA18-1195767	TROTH	TRAFFIC VIOLATION - OTHER	NO	YES	CLOSED CAD
2018-Oct-16	07:06	PA18-1193875	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-16	08:14	PA18-1194322	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-16	11:29	PA18-1195761	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-16	17:57	PA18-1197926	MVCNRI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2018-Oct-16	19:31	PA18-1198371	MVCNRI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2018-Oct-16	20:07	PA18-1198533	MVCGOA	MVC - GONE ON ARRIVAL	NO	YES	CLOSED CAD
2018-Oct-16	20:38	PA18-1198657	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-16	20:49	PA18-1198702	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-16	21:01	PA18-1198760	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD
2018-Oct-16	21:13	PA18-1198809	DIST	DISTURBANCE/NOISE COMPLAI	NO	YES	CLOSED CAD
2018-Oct-17	06:29	PA18-1199553	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-17	07:33	PA18-1199858	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2018-Oct-17	07:54	PA18-1199935	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-17	10:13	PA18-1200880	ILMNZ	INTERSTATE HIGHWAY - CLEA	NO	YES	CLOSED CAD
2018-Oct-17	10:54	PA18-1201142	MISSJ	RUNAWAY	YES	YES	PAPER REPO
2018-Oct-17	16:51	PA18-1202879	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-17	19:21	PA18-1203429	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-18	06:27	PA18-1204520	CANCEL	CANCELLED BY COMPLAINANT/	NO	YES	CLOSED CAD
2018-Oct-18	07:29	PA18-1204743	CANCEL	CANCELLED BY COMPLAINANT/	NO	YES	CANCELLED
2018-Oct-18	09:19	PA18-1205268	MVCNR	MVC - NON-REPORTABLE	NO	YES	TRACS CRAS
2018-Oct-18	11:30	PA18-1205395	CANCEL	CANCELLED BY COMPLAINANT/	NO	YES	CANCELLED
2018-Oct-18	12:44	PA18-1206193	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-18	13:25	PA18-1206377	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2018-Oct-18	15:50	PA18-1206870	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2018-Oct-18	15:58	PA18-1206900	SEEOFC	SEE OFFICER GO	YES	YES	GENERAL OF
2018-Oct-18	17:17	PA18-1207238	SEEOFC	SEE OFFICER GO	YES	YES	GENERAL OF
2018-Oct-18	17:27	PA18-1207285	TROTH	TRAFFIC VIOLATION - OTHER	NO	YES	CLOSED CAD
2018-Oct-18	18:10	PA18-1207434	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2018-Oct-18	19:57	PA18-1207748	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2018-Oct-18	20:53	PA18-1207887	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-19	00:03	PA18-1208291	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2018-Oct-19	01:01	PA18-1208447	REPO	VEHICLE REPOSESSION	NO	YES	CLOSED CAD
2018-Oct-19	06:45	PA18-1208883	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD
2018-Oct-19	06:47	PA18-1208886	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD

2018-Oct-19 07:42	PA18-1209117	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-19 08:14	PA18-1209263	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-19 12:24	PA18-1210475	DISH	DISABLED MOTORIST	NO	YES	CLOSED CAD
2018-Oct-19 14:35	PA18-1210916	REFER	REFER TO OTHER AGENCY - P	NO	YES	REFER
2018-Oct-19 18:18	PA18-1211865	DISHT	DISABLED MOTORIST ON ROAD	NO	YES	CLOSED CAD
2018-Oct-19 18:50	PA18-1211990	DIST	DISTURBANCE/NOISE COMPLAI	YES	YES	GENERAL OF
2018-Oct-19 19:11	PA18-1212061	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-20 02:52	PA18-1213353	MVCRNI	RVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2018-Oct-20 06:14	PA18-1213505	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD

PENNSYLVANIA STATE POLICE  
CALL INFORMATION

Date Report Run : Wed, 2018-Oct-31

2018-Oct-20	07:05	PA18-1213583	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-20	13:29	PA18-1214743	CANCEL CANCELLED BY COMPLAINT/			NO	YES	CANCELLED
2018-Oct-20	18:32	PA18-1215702	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-20	20:48	PA18-1216046	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-20	21:07	PA18-1216104	RYCHR IVC - HIT AND RUN, NO INJ			YES	YES	TRACS CRAS
2018-Oct-21	08:58	PA18-1217416	SPEECH			NO	YES	CLOSED CAD
2018-Oct-21	18:36	PA18-1219050	DOMO DOMESTIC - OTHER			YES	YES	GENERAL OF
2018-Oct-21	19:24	PA18-1219168	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-21	21:10	PA18-1219453	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-22	07:26	PA18-1220506	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-22	09:35	PA18-1221154	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-22	12:38	PA18-1222110	MVCI IVC - INJURIES			YES	YES	GENERAL OF
2018-Oct-22	15:40	PA18-1222905	RAO REQUEST ASSIST - OTHER AG			NO	YES	CLOSED CAD
2018-Oct-22	17:02	PA18-1223281	ALRMF ALARM FALSE FAULT			NO	YES	CLOSED CAD
2018-Oct-22	17:08	PA18-1223301	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-22	17:24	PA18-1223375	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-22	22:02	PA18-1224293	TRENOR TRAFFIC VIOLATION/ERRATIC			NO	YES	CLOSED CAD
2018-Oct-23	00:33	PA18-1224520	PATCHK PATROL CHECK			YES	YES	ADVISE
2018-Oct-23	07:26	PA18-1225090	911 HANG UP CALL			YES	YES	GENERAL OF
2018-Oct-23	08:00	PA18-1225249	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-23	08:21	PA18-1225400	PATCHK PATROL CHECK			NO	YES	CLOSED CAD
2018-Oct-23	08:47	PA18-1225563	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-23	08:57	PA18-1225629	PATCHK PATROL CHECK			NO	YES	CLOSED CAD
2018-Oct-23	10:59	PA18-1226367	CANCEL CANCELLED BY COMPLAINT/			NO	YES	CLOSED CAD
2018-Oct-23	11:38	PA18-1226596	RYCHR IVC - NON-REPORTABLE			NO	YES	TRACS CRAS
2018-Oct-23	13:06	PA18-1227003	ALRMF ALARM FALSE FAULT			NO	YES	CLOSED CAD
2018-Oct-23	16:06	PA18-1227692	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-23	16:30	PA18-1227802	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-24	09:47	PA18-1230963	ISTAT INTERSTATE HIGHWAY - STAT			NO	YES	CLOSED CAD
2018-Oct-24	10:19	PA18-1231186	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-24	11:44	PA18-1231698	PFAO PFA ORDER SERVICE			NO	YES	CLOSED CAD
2018-Oct-24	16:07	PA18-1232947	ALRMF ALARM FALSE FAULT			NO	YES	CLOSED CAD
2018-Oct-24	18:53	PA18-1233646	DISNT DISABLED MOTORIST ON ROAD			NO	YES	CLOSED CAD
2018-Oct-24	21:13	PA18-1234084	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-24	21:23	PA18-1234109	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-24	23:15	PA18-1234378	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-24	23:15	PA18-1234380	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-25	00:14	PA18-1234472	RAPD REQUEST ASSIST - LOCAL PD			NO	YES	CLOSED CAD
2018-Oct-25	03:28	PA18-1234807	ROAD ROAD HAZARD - ANIMAL - DE			NO	YES	CLOSED CAD
2018-Oct-25	06:09	PA18-1234967	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-25	06:29	PA18-1234990	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-25	08:05	PA18-1235421	PATCHK PATROL CHECK			NO	YES	CLOSED CAD
2018-Oct-25	08:19	PA18-1235498	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-25	10:44	PA18-1236299	PATCHK PATROL CHECK			NO	YES	CLOSED CAD
2018-Oct-25	13:34	PA18-1237046	SEOFIC SEE OFFICER 60			YES	YES	GENERAL OF
2018-Oct-25	14:02	PA18-1237132	ILNZN INTERSTATE HIGHWAY - CLEA			NO	YES	CLOSED CAD
2018-Oct-25	18:19	PA18-1238229	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-25	22:11	PA18-1238937	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-25	23:49	PA18-1239708	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-26	06:49	PA18-1239767	DISM DISABLED MOTORIST			NO	YES	CLOSED CAD
2018-Oct-26	06:53	PA18-1239778	MVCI IVC - INJURIES			YES	YES	TRACS CRAS
2018-Oct-26	08:17	PA18-1240248	DSCHSC DOMESTIC SECURITY CHECK -	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-26	08:22	PA18-1240279	THEFT			YES	YES	PAPER REPO
2018-Oct-26	09:35	PA18-1240654	PATCHK PATROL CHECK			NO	YES	CLOSED CAD
2018-Oct-26	09:38	PA18-1240670	PATCHK PATROL CHECK			NO	YES	CLOSED CAD

Date	Time	PA#	Agency	Event	Category	Disposition	TRAC\$	CRA\$
2018-Oct-26	14:35	PA18-1241880	MVCNR	MVC - NON-REPORTABLE			YES	
2018-Oct-26	15:30	PA18-1242093	ALRHF	ALARM FALSE FAULT			YES	CLOSED CAD
2018-Oct-26	17:48	PA18-1242663	ALRHF	ALARM FALSE FAULT			YES	CLOSED CAD
2018-Oct-26	16:39	PA18-1242839	DSCHSC	DOMESTIC SECURITY CHECK -			YES	CLOSED CAD
2018-Oct-26	22:13	PA18-1243446	DSCHSC	DOMESTIC SECURITY CHECK -			YES	CLOSED CAD
2018-Oct-26	23:42	PA18-1243623	DSCHSC	DOMESTIC SECURITY CHECK -			YES	CLOSED CAD
2018-Oct-26	23:42	PA18-1243625	DSCHSC	DOMESTIC SECURITY CHECK -			YES	CLOSED CAD
2018-Oct-27	02:14	PA18-1243938	SEEOFC	SEE OFFICER	GO		YES	CLOSED CAD
2018-Oct-27	05:06	PA18-1244121	REFER	REFER TO OTHER AGENCY - P			YES	GENERAL OF REFER

PENNSYLVANIA STATE POLICE  
CALL INFORMATION

Date Report Run : Wed, 2018-Oct-31

Time	Call Number	Agency	Call Description	Status	Disposition	Notes
2018-Oct-27 07:45	PA18-1244360	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2018-Oct-27 10:51	PA18-1244794	DISH	DISABLED MOTORIST	NO	YES	CLOSED CAD
2018-Oct-27 11:26	PA18-1244868	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-27 11:34	PA18-1244891	WVCRWI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2018-Oct-27 11:57	PA18-1244965	REFER	REFER TO OTHER AGENCY - P	NO	YES	REFER
2018-Oct-27 12:39	PA18-1245151	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-27 17:31	PA18-1246269	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 17:38	PA18-1246297	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 17:42	PA18-1246314	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 17:45	PA18-1246334	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-27 18:54	PA18-1246615	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 20:04	PA18-1246889	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 20:09	PA18-1246903	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 20:14	PA18-1246919	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 20:17	PA18-1246936	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 20:22	PA18-1246956	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 20:26	PA18-1246970	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 20:33	PA18-1246999	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-27 20:36	PA18-1247005	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-27 22:30	PA18-1247323	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-27 22:31	PA18-1247323	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-28 09:21	PA18-1248813	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-28 09:23	PA18-1248825	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-28 09:28	PA18-1248855	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-28 09:31	PA18-1248883	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-28 09:34	PA18-1248903	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-28 09:36	PA18-1248922	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-28 09:43	PA18-1248967	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2018-Oct-28 12:49	PA18-1249957	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAB
2018-Oct-28 16:24	PA18-1250602	ISTAT	INTERSTATE HIGHWAY - STAT	NO	YES	CLOSED CAB
2018-Oct-28 16:35	PA18-1250646	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 16:44	PA18-1250677	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 16:47	PA18-1250691	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAB
2018-Oct-28 16:55	PA18-1250726	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 16:58	PA18-1250734	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 17:01	PA18-1250745	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 17:04	PA18-1250763	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 17:08	PA18-1250774	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 17:11	PA18-1250787	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 17:12	PA18-1250790	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAB
2018-Oct-28 17:19	PA18-1250810	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 17:30	PA18-1250854	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-28 22:07	PA18-1251560	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAB
2018-Oct-28 22:08	PA18-1251561	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAB
2018-Oct-29 07:11	PA18-1252391	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAB
2018-Oct-29 08:23	PA18-1252776	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAB
2018-Oct-29 09:27	PA18-1253168	CANCEL	CANCELLED BY COMPLAINT/	NO	YES	CANCELLED
2018-Oct-29 12:52	PA18-1254257	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAB
2018-Oct-29 17:18	PA18-1255338	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAB
2018-Oct-29 17:58	PA18-1255501	SEDFC	SEE OFFICER GO	YES	YES	GENERAL OF
2018-Oct-29 18:02	PA18-1255514	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAB
2018-Oct-29 18:33	PA18-1255642	WVCR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2018-Oct-29 20:23	PA18-1255971	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-29 22:19	PA18-1256250	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-29 22:20	PA18-1256251	DSCHSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD

2018-Oct-30 07:25 PA18-1257136 DSCHSC DOMESTIC SECURITY CHECK -  
 2018-Oct-30 07:50 PA18-1257269 DSCHSC DOMESTIC SECURITY CHECK -  
 2018-Oct-30 10:38 PA18-1258206 THEFT THEFT  
 2018-Oct-30 11:06 PA18-1258358 DSCHSC DOMESTIC SECURITY CHECK -  
 2018-Oct-30 11:14 PA18-1258401 DSCHSC DOMESTIC SECURITY CHECK -  
 2018-Oct-30 13:46 PA18-1259099 SEE OFC SEE OFFICER GO  
 2018-Oct-30 15:08 PA18-1259434 MVCNR MVC - NON-REPORTABLE  
 2018-Oct-30 16:03 PA18-1259674 DSCHSC DOMESTIC SECURITY CHECK -  
 2018-Oct-30 17:05 PA18-1259969 MVCNR MVC - NON-REPORTABLE

NO  
 NO  
 YES  
 NO  
 NO  
 YES  
 YES  
 NO  
 YES

YES  
 YES  
 YES  
 YES  
 YES  
 YES  
 YES  
 YES  
 YES

CLOSED CAD  
 CLOSED CAD  
 PAPER REPO  
 CLOSED CAD  
 CLOSED CAD  
 GENERAL OF  
 TRACS CRAS  
 CLOSED CAD  
 CLOSED CAD



PENNSYLVANIA STATE POLICE  
 CALL INFORMATION

Date Report Run : Wed, 2018-Oct-31

2018-Oct-30 18:08	PA18-1260253	ISTAT	INTERSTATE HIGHWAY - STAT	NO	YES	CLOSED CAD
2018-Oct-30 19:21	PA18-1260492	MVCBI	MVC - DUI - INJURIES	YES	YES	TRACS CRAS
2018-Oct-30 19:28	PA18-1260534	HARASS	HARASSMENT - COMM - STALK	YES	YES	PAPER REPO
2018-Oct-30 20:20	PA18-1260708	DSCNSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-30 23:22	PA18-1261079	DSCNSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-30 23:23	PA18-1261081	DSCNSC	DOMESTIC SECURITY CHECK -	NO	YES	CLOSED CAD
2018-Oct-31 05:40	PA18-1261628	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD
2018-Oct-31 06:00	PA18-1261656	MVCBNI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2018-Oct-31 08:02	PA18-1262270	PATCHK	PATROL CHECK	NO	YES	CLOSED CAD

\* END OF SYNOPSIS REPORT \*

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, OCTOBER 17, 2018 – 6:30 PM**

**CALL TO ORDER** by Chair DeLello at 6:31 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

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

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced that on October 10 the Board of Supervisors met in Executive Session to discuss two matters of potential litigation, each matter regarding a reported violation of the Township Code at private property. No decision on these matters was made at that time, and no decision on these matters is expected to be made at this evening's Business Meeting.

**PUBLIC COMMENT**

- Karen Arena, Worcester, commented on reported zoning violations at a neighboring property, and on the permit status for certain improvements at a neighboring property. Supervisor Caughlan commented on the correspondence from the Township Solicitor to Counsel for Ms. Arena.
- Jim Mollick, Worcester, commented on political support for individual Supervisors, past litigation with the Township and individual Supervisors, and results of the Valley Green Wastewater Treatment Plant noise study. Supervisor Caughlan commented on past litigation with Dr. Mollick.
- David Brooks, Worcester, commented on the results of the Valley Green Wastewater Treatment Plant noise study. Supervisor Caughlan commented on Dr. Mollick's comments, and on defamatory comments that might be made at videotaped public meetings.

**PRESENTATIONS**

video recording public meetings – Mr. Ryan provided an overview of two options to record public meetings – in specific, the live broadcast of public meetings, and the recording of public meetings for rebroadcast.

Chair DeLello noted his support of video recording of public meetings for rebroadcast.

Supervisor Caughlan commented on defamatory comments that might be made at videotaped public meetings, personnel required to video record public meetings, and the hosting of public meeting videos.

Supervisor Quigley noted his support of video recording of public meetings for rebroadcast.

Chair DeLello, Supervisor Caughlan and Supervisor Quigley commented on defamatory comments that might be made at videotaped public meetings. Supervisor Quigley commented on freedom of speech issues when considering procedures that potentially affect comments made at public meetings.

The consensus of the Members was to include the purchase of a video recording system in the proposed 2019 Budget. Mr. Ryan will accordingly amend the budget.

#### **OTHER BUSINESS**

- Supervisor Quigley commented on the Commonwealth's potential fee to municipalities for Pennsylvania State Police services utilized. Supervisor Caughlan commented on police service options. Supervisor Quigley recommended this matter be considered at a future Work Session.
- Supervisor Quigley commented on Township-wide sewage planning. Supervisor Quigley recommended this matter be considered at a future Work Session.

#### **PUBLIC COMMENT**

- Scott Misus, Worcester, commented on the video recording of public meetings, Supervisor Caughlan's comments regarding the video recording of public meetings, and Supervisor Caughlan's comments regarding defamatory comments that might be made at videotaped public meetings. Supervisor Caughlan commented on political affiliations, and on Supervisors' representation of Township residents.
- Dr. Mollick commented on Supervisor Caughlan's comments regarding defamatory comments that might be made at videotaped public meetings.

#### **ADJOURNMENT**

There being no further business brought before the Board, Chair DeLello adjourned the Work Session at 7:35 PM.

Respectfully Submitted:

---

Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, OCTOBER 17, 2018 – 7:30 PM**

**CALL TO ORDER** by Chair DeLello at 7:44 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

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

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced that on October 10 the Board of Supervisors met in Executive Session to discuss two matters of potential litigation, each matter regarding a reported violation of the Township Code at private property. No decision on these matters was made at that time, and no decision on these matters is expected to be made at this evening's Business Meeting.

**PUBLIC COMMENT**

- Karen Arena, Worcester, commented on stormwater concerns at her property. Joe Nolan, Township Engineer, commented on his review of this matter, and actions subsequently taken by a neighboring property owner. Bob Brant, Township Solicitor, noted this is a matter of active litigation. Mr. Brant commented on testimony given by Ms. Arena at hearings in the Montgomery County Court of Common Pleas in 2012 and 2013, and correspondence he has sent to Counsel for Ms. Arena.
- Jim Mollick, Worcester, commented on the proposed development at the Palmer property, Planning Commission comments regarding the proposed Center Point Village Zoning Ordinance, utilization of Transfer Development Rights, permitted housing types in the proposed Center Point Village Zoning Ordinance, and comments posted to an anonymous website.
- Michael Holsenbeck, Worcester, commented on the Meadow Lane building lots and lot boundaries, walkability in Center Point Village, and the status of the proposed Center Point Village Zoning Ordinance. Supervisor Caughlan commented on uses at the Palmer property permitted under existing ordinance.

## OFFICIAL ACTION ITEMS

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

Supervisor Caughlan made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for September 2018, (b) bill payment for September 2018 in the amount of \$414,695.77; (c) the September 19, 2018 Work Session minutes; and, (d) the September 19, 2018 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on the Valley Green Wastewater Treatment Plant noise study cost.

By unanimous vote the Board adopted the motion to approve.

- b) Resolution 2018-37 – Mr. Nolan commented on a proposed lot line change at Trooper Road. Mr. Nolan noted there are no outstanding issues as to the application.

Supervisor Caughlan commented on the Reserve at Worcester subdivision. Mr. Nolan noted approvals for this application have lapsed.

Supervisor Caughlan made a motion to approve Resolution 2018-37, to grant Preliminary/Final Plan approval for Westrum, plan of lot line change at Trooper Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Resolution 2018-38 – Mr. Ryan noted PECO requested the resolution for the PECO Green Region Open Space Program, adopted by the Board at the September 19 Business Meeting, be revised to denote both the grant amount and matching funds amount. Mr. Ryan confirmed there has been no change to the project cost or scope.

Supervisor Caughlan made a motion to approve Resolution 2018-38, to authorize submission of a grant application to the PECO Green Region Open Space Program. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) waiver – Mr. Nolan provided an overview of a request to grant a waiver to install a portion of an on-lot septic system in a setback at 2809 Trooper Road. Mr. Nolan commented on the type of on-lot septic system proposed.

Supervisor Caughlan made a motion to approve a waiver to install a portion of an on-lot septic system in a setback at 2809 Trooper Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) waiver – Tim Woodrow, Engineer for the Applicant, provided an overview of a request for relief from land development to allow Meadowood to relocate a garden, and to install two storage sheds, at a recently-purchased property at Skippack Pike. Mr. Woodrow commented on a proposed stone drive and parking lot to service the garden.

Supervisor Quigley commented on shed location.

Supervisor Caughlan commented on previous uses at the property.

Supervisor Caughlan made a motion to approve a request for relief from land development to allow Meadowood to relocate a garden, and to install two storage sheds, as proposed. Mr. Ryan noted the Applicant is agreeable to conditioning approval on the consolidation of the affected properties with the Meadowood property at the time of next land development application, or within three years, whichever occurs first. Supervisor Caughlan withdrew her motion.

Supervisor Caughlan made a motion to approve a request for relief from land development to allow Meadowood to relocate a garden, and to install two storage sheds, as proposed, conditioned on the Applicant consolidating the affected properties with the Meadowood property at the time of next land development application, or within three years, whichever occurs first. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) application – Mr. Ryan provided an overview of a right-of-way application to allow the Township to install an off-road trail on State-owned property, so to connect the existing Zacharias Creek trail to the trail network in Evansburg State Park. Mr. Ryan noted a portion of the proposed trail is located in Skippack Township, and noted this municipality is preparing a right-of-way application for this segment.

Supervisor Caughlan commented on trail location and property topography. Mr. Nolan commented on trail location and State requirements for trail design and construction.

Supervisor Caughlan made a motion to approve the submission of a right-of-way application to the Commonwealth of Pennsylvania, to allow the Township to install an off-road trail on State-owned property. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) 2019 Budget – Mr. Ryan provided an update on the 2019 Budget. Mr. Ryan noted the draft budget does not include an increase in taxes and does not include new taxes, and he noted the budget does not include additional full-time employees.

Mr. Ryan provided an overview of primary receipts. Mr. Ryan noted the budget assumes a no increase in Earned Income Tax receipts. Mr. Ryan noted the budget assumes a 14% decrease in building permit fees, as construction at active subdivisions is expected to conclude in 2018 and as recently-approved subdivisions have yet to break ground.

Mr. Ryan noted the budget provides a 5% increase in operating contributions to the Norristown Public Library and Worcester Volunteer Fire Department, and new funding for the Fire Department's mandated purchase of new radios.

Mr. Ryan commented on proposed capital improvements, including the replacement of Public Works vehicles and equipment that have reached the end of their useful life – which includes a 1995 backhoe, a 1996 dump truck, and a 2008 mower. Mr. Ryan noted the Capital Fund also provides for the re-decking of the Barley Lane, Green Hill Road and Woodbridge Lane bridges, the replacement of a stormwater line at Quarry Hall Road, and the replacement of a culvert at Berks Road. Mr. Ryan noted the Capital Fund provides \$835,000 for the Township's annual Road Program, which is in addition to dollars budgeted for program design, bidding and inspection, and which is in addition to funding for smaller roadway fixes to be made throughout the year.

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

Mr. Ryan commented on the State Fund, and the 2019 estimated Liquid Fuels allocation.

Mr. Ryan noted the Budget would be presented at the November Business Meeting, and then made available for a 20-day public inspection hearing, before being considered at a Public Hearing at the December 19 Business Meeting.

Chair DeLello commented on the value of the multi-year improvement schedule for roads and bridges, storm sewer infrastructure and Township facilities and parks, as included as an exhibit to the Budget.

Supervisor Quigley commented on the Township-owned rental property at Hollow Road, and on the Zacharias Trail springhouse.

Supervisor Caughlan commented on the inclusion of administrative expenses to the Sewer Fund budget. Mr. Ryan commented on Sewer Fund expenses, the budgeting of enterprise funds, and on Sewer Fund capital reserves and long-term maintenance obligations.

## **OTHER BUSINESS**

- Chair DeLello commented on the video recording of public meetings. There was general discussion on decorum at public meetings that are video recorded. Mr. Brant commented on reviewing meeting decorum policies utilized by other municipalities.

Supervisor Caughlan made a motion to add the purchase and installation cost of a video recording system to the proposed 2019 Budget. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on restrictions to public comment at public meetings, and on the method of video recording public meetings.

By unanimous vote the Board adopted the motion to approve.

Supervisor Caughlan commented on restrictions to public comment at public meetings.

- Chair DeLello commented on the rescheduling of the November 21 Work Session and Business Meeting, due to the Thanksgiving holiday.

Supervisor Caughlan made a motion to cancel the November 21 Work Session and Business Meeting, and to advertise the meetings for November 14. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- Supervisor Quigley commented on consideration of the proposed Center Point Village Zoning Ordinance. Supervisor Quigley commented on conducting the public hearing at a regularly-scheduled monthly meeting.

Supervisor Caughlan commented on traffic generated by proposed development in Center Point Village.

Supervisor Quigley commented on information communicated to residents regarding the proposed Center Point Village Zoning Ordinance and the proposed sale of the Meadow Lane building lots.

Chair DeLello commented on the Township sending notice of the public hearing to all Township households. Mr. Ryan and Mr. Brant will draft this letter.



Supervisor Caughlan made a motion to schedule a Special Meeting for 7pm on Wednesday, December 12, 2018, so to conduct a public hearing to consider the proposed Center Point Village Zoning Ordinance. The motion was seconded by Chair DeLello.

Dr. Mollick commented on the Township sending notice of the public hearing to all Township households.

The motion was approved 2-1, with Supervisor Quigley voting no.

**PUBLIC COMMENT**

- Dr. Mollick commented on Center Point Village Zoning Ordinance planning efforts and costs to date, consideration of the sale of the Meadow Lane building lots and information on this issue disseminated to Township residents, Executive Session announcement requirements, and past litigation.

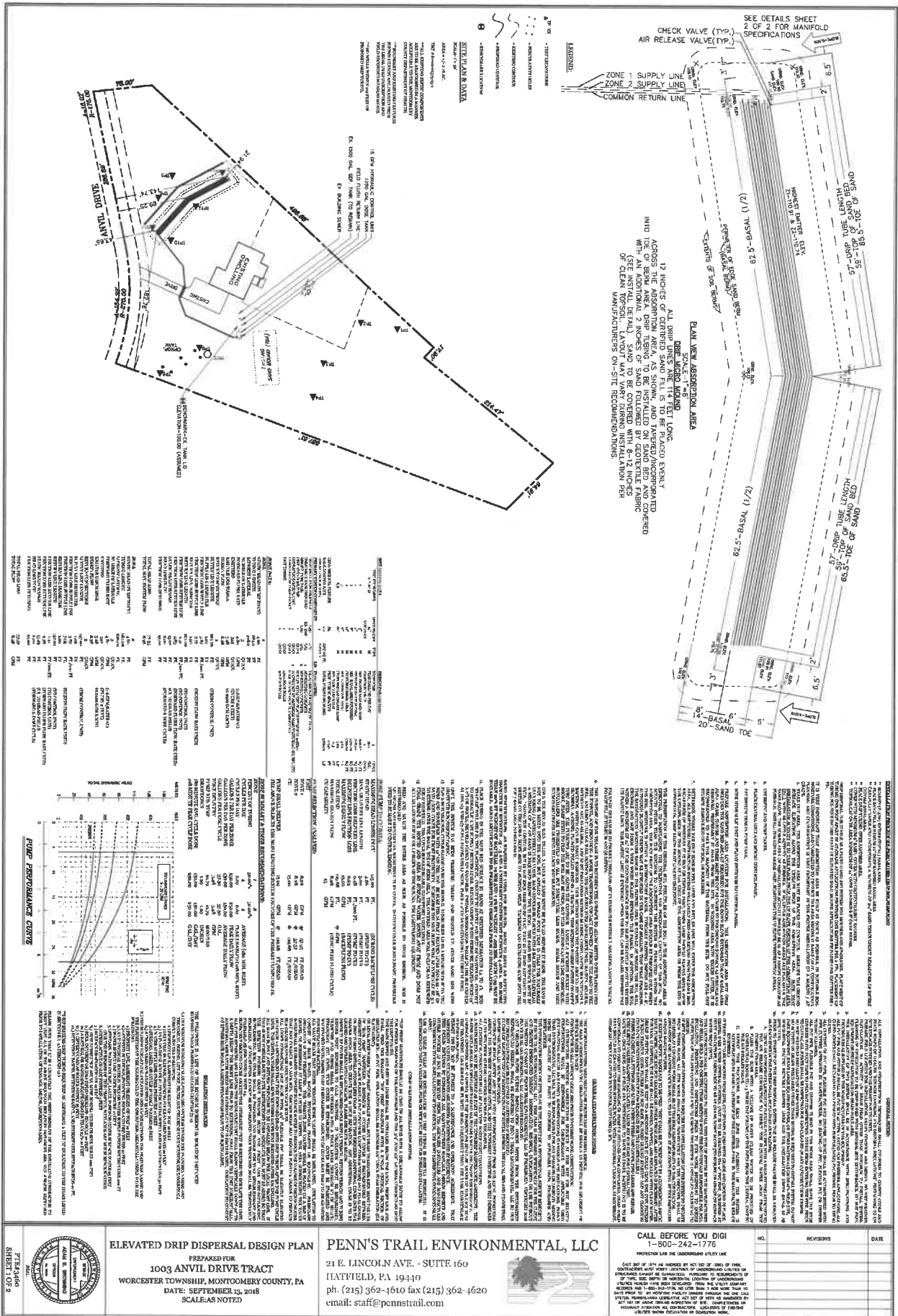
**ADJOURNMENT**

There being no further business brought before the Board, Chair DeLello adjourned the Business Meeting at 9:45 PM.

Respectfully Submitted:

---

Tommy Ryan  
Township Manager

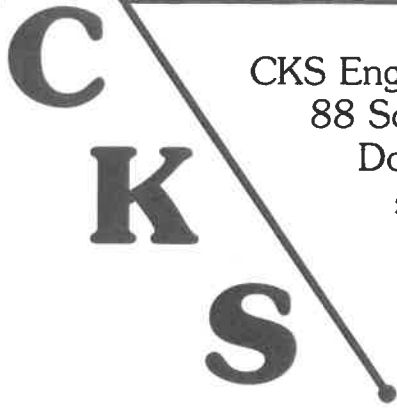


**ELEVATED DRIP DISPERSAL DESIGN PLAN**  
 PREPARED FOR  
**1003 ANVIL DRIVE TRACT**  
 WORCESTER TOWNSHIP, MONTGOMERY COUNTY, PA  
 DATE: 09/28/2018  
 SCALE: AS NOTED

**PENN'S TRAIL ENVIRONMENTAL, LLC**  
 21 E. LINCOLN AVE. - SUITE 160  
 HATFIELD, PA 19440  
 ph. (215) 362-1610 fax (215) 362-1620  
 email: staff@pennstail.com

**CALL BEFORE YOU DIG!**  
 800-441-7776  
 PROVISION FOR THE UNDERGROUND UTILITY SERVICE

NO.	REVISIONS	DATE



CKS Engineers, Inc.  
88 South Main Street  
Doylestown, PA 18901  
215-340-0600 • FAX 215-340-1655

Joseph J. Nolan, P.E.  
Thomas F. Zarko, P.E.  
James F. Weiss  
Patrick P. DiGangi, P.E.  
Ruth Cunnane  
Michele A. Fountain, P.E.

October 19, 2018  
Ref: # 7200-51

Township of Worcester  
1721 Valley Forge Road  
PO Box 767  
Worcester, PA 19490-0767

Attention: Andrew Raquet, Assistant Zoning Officer

Reference: 1003 Anvil Drive - On-Lot Sewage Disposal Replacement - Grading Plan

Dear Andrew:

I am in receipt of your memorandum dated October 15, 2018 requesting my review of the proposed grading plan for the construction of a replacement on-lot sewage disposal system at 1003 Anvil Drive. Your memorandum included a one (1) sheet plan, prepared by Penn's Trail Environmental, LLC, for the property owners, Paul and Tiffany Langan. The plan sheet is dated October 10, 2018 with no revisions. In addition to the plan sheet, I am also in receipt of a letter from Penn's Trail Environmental, LLC to Worcester Township, dated October 10, 2018 requesting a waiver of the location of the on-lot sewage disposal system to allow the system to be constructed in the front yard of the property.

The letter indicates that due to the lack of adequate testing results for Test Pits No. 1, 2, 3, and 5, there are little other options on the property except to locate the system in the front yard where adequate soil testing results were obtained. It should be noted that the proposed replacement system is a "Drip Micro-Mound" system which has a very low profile on the property. Therefore, based on my review of the waiver request, I am not opposed to the Board granting a waiver for the location of this system. In addition, if the waiver is granted, then the plans submitted are adequate for issuance of the building permit for this project.

Please contact me if you have any questions or need any additional assistance on this project.

Very truly yours,  
CKS ENGINEERS, INC.  
Township Engineers



Joseph J. Nolan, P.E.

JJN/paf  
cc: File

**TOWNSHIP OF WORCESTER  
MONTGOMERY COUNTY, PENNSYLVANIA**

**RESOLUTION 2018-39**

**A RESOLUTION TO GRANT PRELIMINARY/FINAL LAND  
DEVELOPMENT APPROVAL OF THE 2750 MORRIS ROAD -  
BUILDING "E" NORTH REVISED PLAN**

**WHEREAS**, Advance Realty Management, Inc. (hereinafter referred to as "Applicant") has submitted a Revised Land Development Plan to Worcester Township and has made application for Preliminary/Final Plan Approval of a plan known as 2750 Morris Road - Building "E" North Revised Plan (the "Revised Plan"). The Applicant is Manager for DIV-AR Property, LP, owner of an approximate 87.01 acre tract of land located at 2750 Morris Road, Worcester Township, Montgomery County, Pennsylvania in the IR-Industrial Research Zoning District of the Township, being Tax Parcel No. 67-00-02512-004 as more fully described in the Deed recorded in the Montgomery County Recorder of Deeds Office; and

**WHEREAS**, the property was subject to a previous Land Development application which was granted preliminary and partial final approval by the Worcester Township Board of Supervisors on September 21, 2011, pursuant to Resolution No. 2011-12. Subsequent to that approval, various revised phase plans were submitted and reviewed by the Township Engineer and portions of the work on the plan was completed by the previous owners and present owner, as applicable; the work completed was referenced as Phase 1A, Phase 1B, Phase 1C, and Building "E" - West, Phase 1 on the plan; and

**WHEREAS**, the Revised Plan has been submitted as a revision to the Land Development Plans which were previously reviewed and approved by Worcester Township at the November 15, 2017 Board of Supervisors' Meeting pursuant to Resolution No. 2017-22 (the "November 2017 Plan"); and

**WHEREAS**, the Applicant now proposes to construct 8 loading docks on the north side of Building E which is a reduction in loading docks from 12 to 8 from the November 2017 Plan, and

reduce the number of parking spaces that were to be removed based on the November 2017 Plan (the "Development"); and

**WHEREAS,** the Revised Plan for the proposed land development, prepared by Irick Eberhardt & Mientus, Inc., titled, "Building "E" North Advance Realty Management" consisting of 26 sheets, dated June 17, 2011, with latest revisions dated October 26, 2018, is now in a form suitable for Preliminary/Final Plan Approval (the "Plan(s)" or "Preliminary/Final Plan") by the Worcester Township Board of Supervisors, subject to certain conditions.

**NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING,**

**IT IS HEREBY RESOLVED** by the Board of Supervisors of Worcester Township, as follows:

1. **Approval of Plan.** The Preliminary/Final Plan prepared by Irick Eberhardt & Mientus, Inc. as described above, is hereby approved, subject to the conditions set forth below.

2. **Conditions of Approval.** The approval of the Preliminary/Final Plan is subject to strict compliance with the following conditions:

- A. Compliance with all comments and conditions set forth in the CKS Engineers, Inc. letter of November 5, 2018.
- B. Compliance with all comments and conditions set forth in the Montgomery County Planning Commission review letter of October 13, 2017.
- C. Compliance and all comments and conditions set forth in the McMahon Associates, Inc. letter of October 17, 2017.
- D. Applicant agrees to replace any dead trees along the east property line that were planted as part of the Phase 1A portion of the approved overall Land Development Plan.
- E. The approval and/or receipt of permits required from any and all outside agencies, including but

not limited to, Montgomery County Conservation District, Pennsylvania Department of Environmental Protection, Pennsylvania Department of Transportation, and all other authorities, agencies, municipalities, and duly constituted public authorities having jurisdiction in any way over the development.

- F. Prior to recording the Preliminary/Final Plan, Applicant shall enter into a Land Development and Financial Security Agreement ("Agreement") with the Township. The Agreement shall be in a form satisfactory to the Township Solicitor, and the Applicant shall obligate itself to complete all of the improvements shown on the Plans in accordance with applicable Township criteria and specifications, as well as to secure the completion of the public improvements by posting satisfactory financial security as required by the Pennsylvania Municipalities Planning Code.
- G. Although the maintenance of all detention basins and surface stormwater drainage easements shall be the responsibility of the Applicant, or its successor or assigns at the Property, Applicant shall, prior to the Township executing the Plans, execute a declaration to reserve easements in favor of the Township so that the drainage facilities may be maintained by the Township, at the Township's sole discretion, with all expenses being charged to the Applicant, in the event said maintenance responsibilities are not fulfilled by the Applicant after the Township provides reasonable notice to the Applicant to do so. The declaration shall be satisfactory to the Township Solicitor and shall be recorded simultaneously with the Plans.
- H. The Applicant shall provide to the Township for signature that number of Plans required for recording and filing with the various Departments of Montgomery County, plus an additional three (3) Plans to be retained by the Township, and the Applicant shall have all Plans recorded, and the

Applicant return the three (3) Plans to the Township within seven (7) days of Plan recording.

- I. The Applicant shall provide a copy of the recorded Plan in an electronic format acceptable to the Township Engineer, within seven (7) days of Plan recording.
- J. The Applicant shall make payment of all outstanding review fees and other charges due to the Township prior to Plan recording.
- K. The Development shall be constructed in strict accordance with the content of the Plans, notes on the Plans and the terms and conditions of this Resolution.
- L. The cost of accomplishing, satisfying and meeting all of the terms and conditions and requirements of the Plans, notes to the Plans, this Resolution, and the Agreement shall be borne entirely by the Applicant, and shall be at no cost to the Township.
- M. Applicant shall provide the Township Manager and the Township Engineer with at least seventy-two (72) hour notice prior to the initiation of any grading or ground clearing, whether for the construction of public improvements or in connection with any portion of the Development.
- N. Applicant understands that it will not be granted Township building or grading permits until the record plan, financial security, and all appropriate development and financial security agreements, easements, and other required legal documents are approved by the Township and recorded with the Montgomery County Recorder of Deeds and all appropriate approvals and/or permits from Township or other agencies for the above mentioned project are received. Any work performed on this project without the proper permits, approvals, and agreements in place will be stopped.

3. **Waivers.** Pursuant to Resolution No. 2011-12, the Worcester Township Board of Supervisors granted the following waivers requested with respect to the overall Plan:

- A. Section 130-17.D.7 & D.11 of the Worcester Township Subdivision and Land Development Ordinance - parking space size;
- B. Section 130-28.G.(6)(b) of the Worcester Township Subdivision and Land Development Ordinance - parking lot row size; and
- C. Section 130-28.F.(6)(d) of the Worcester Township Subdivision and Land Development Ordinance - slopes exceeding twenty-five percent (25%) must be stabilized with Rip-Rap.

4. **Acceptance.** The conditions set forth in paragraph 2 above shall be accepted by the Applicant, in writing, within ten (10) days from the date of receipt of this Resolution.

5. **Effective Date.** This Resolution shall become effective on the date upon which the Conditions are accepted by the Applicant in writing.

**BE IT FURTHER RESOLVED** that the Plans shall be considered to have received Preliminary/Final Approval once staff appointed by the Worcester Township Board of Supervisors determines that any and all conditions attached to said approval have been resolved to the satisfaction of Township staff and appropriate Township officials have signed said Plans and submitted them for recording with the Montgomery County Recorder of Deeds. Applicant shall provide the Township with executed Preliminary/Final Plans, record plans, development agreements, easements, and other associated documentation, according to Township procedures. Any changes to the approved site plan will require the submission of an amended site plan for land development review by all Township review parties.



**RESOLVED** and **ENACTED** this 14th day of November, 2018 by the Worcester Township Board of Supervisors.

**WORCESTER TOWNSHIP  
BOARD OF SUPERVISORS**

By: \_\_\_\_\_  
Rick DeLello, Chair

**Attest:**

\_\_\_\_\_  
Tommy Ryan, Secretary

**ACCEPTANCE**

The undersigned states that he/she is authorized to execute this Acceptance on behalf of the Applicant and owner of the property which is the subject matter of this Resolution, that he/she has reviewed the Conditions imposed by the Board of Supervisors in the foregoing Resolution and that he/she accepts the Conditions on behalf of the Applicant and the owner and agrees to be bound thereto. This Acceptance is made subject to the penalties of 18 Pa. C.S.A. Section 4904 relating to unsworn falsifications to authorities.

**ADVANCE REALTY MANAGEMENT, INC.**

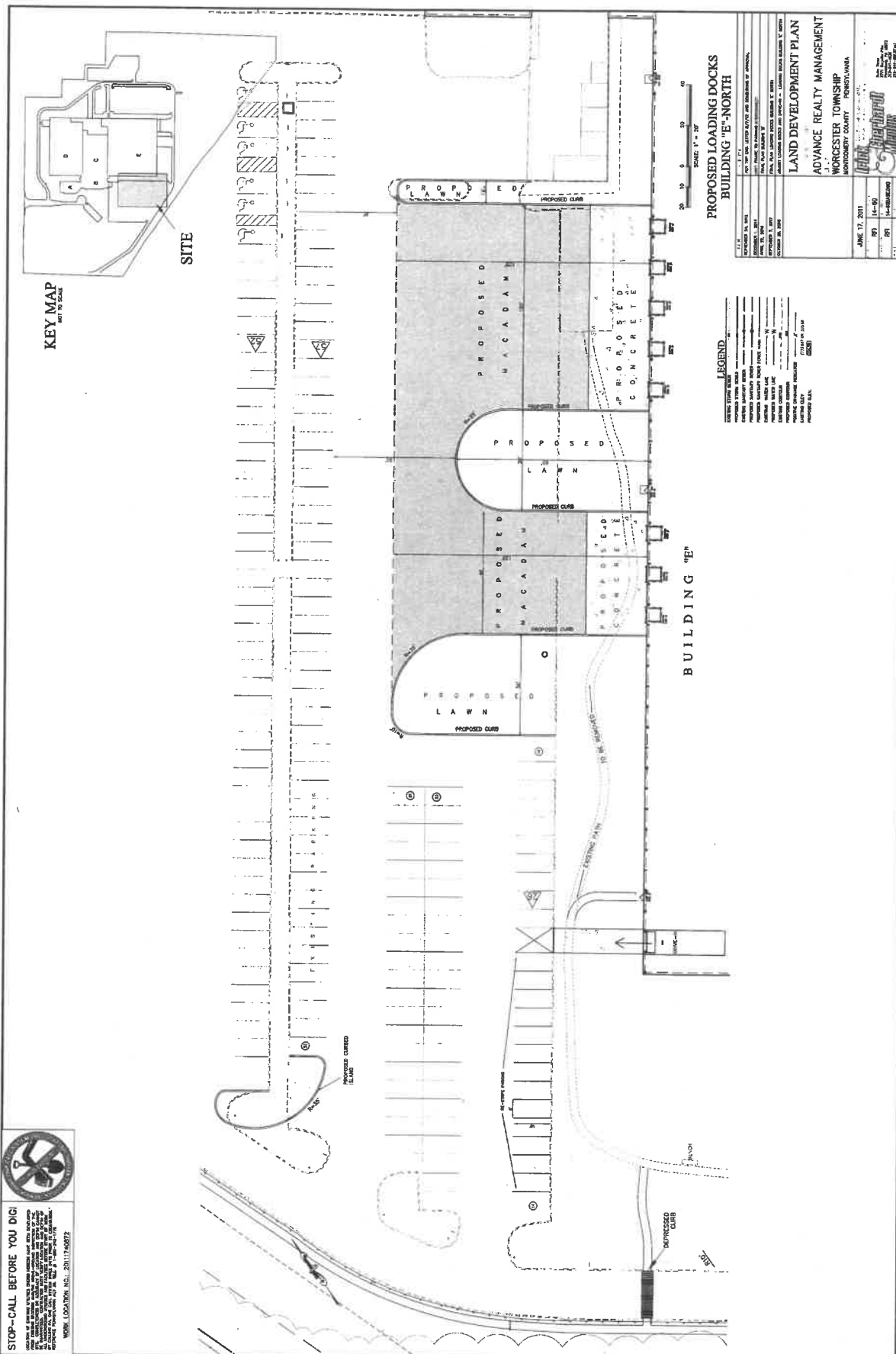
**Date:** \_\_\_\_\_

By: \_\_\_\_\_  
Duane S. Horne, Property Manager  
Advance Realty Management, Inc.  
Manager for DIV-AR Property, LP

**STOP-CALL BEFORE YOU DIG!**

CALL 811 TO REPORT ANY UTILITIES THAT MAY BE LOCATED UNDERGROUND. THIS SERVICE IS FREE OF CHARGE. IF YOU ARE NOT SURE OF THE LOCATION OF ANY UTILITIES, CALL 811. IF YOU ARE NOT SURE OF THE LOCATION OF ANY UTILITIES, CALL 811. IF YOU ARE NOT SURE OF THE LOCATION OF ANY UTILITIES, CALL 811.

WORK LOCATION: INCL. 2011740072



**LEGEND**

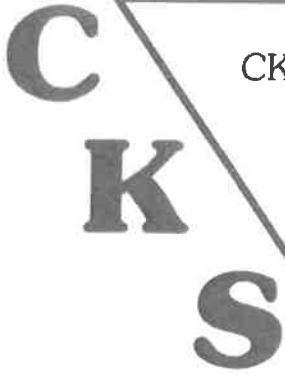
PROPOSED LAWN  
 PROPOSED MACADAM  
 PROPOSED CONCRETE  
 PROPOSED CURB  
 TRUCK DRIVE  
 DEPRESSO CURB  
 TO BE REPAIRED

**PROPOSED LOADING DOCKS  
 BUILDING "E"-NORTH**

DATE: JUNE 17, 2011	SCALE: 1" = 20'
PROJECT: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072
CLIENT: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072
DESIGNER: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072
DATE: JUNE 17, 2011	SCALE: 1" = 20'
PROJECT: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072
CLIENT: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072
DESIGNER: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072
DATE: JUNE 17, 2011	SCALE: 1" = 20'
PROJECT: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072
CLIENT: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072
DESIGNER: ADVANCE REALTY MANAGEMENT	PROJECT NO.: 2011740072

**LAND DEVELOPMENT PLAN**  
 ADVANCE REALTY MANAGEMENT  
 WORCESTER TOWNSHIP  
 MONROE COUNTY PENNSYLVANIA

JUNE 17, 2011  
 1" = 20'  
 2 - 28



CKS Engineers, Inc.  
88 South Main Street  
Doylestown, PA 18901  
215-340-0600 • FAX 215-340-1655

Joseph J. Nolan, P.E.  
Thomas F. Zarko, P.E.  
James F. Weiss  
Patrick P. DiGangi, P.E.  
Ruth Cunnane  
Michele A. Fountain, P.E.

November 5, 2018  
Ref: # 7500

Township of Worcester  
1721 Valley Forge Road  
PO Box 767  
Worcester, PA 19490-0767

Attention: Tommy Ryan, Township Manager

Reference: 2750 Morris Road - Advanced Realty Management Inc.  
Phase 1 - Building "E" - North Side Loading Docks  
Revised Final Plans

Dear Mr. Ryan:

I am in receipt of a set of revised final land development plans as prepared for Advanced Realty Management Inc., by Irick, Eberhardt and Mientus for the continuing development of the property at 2750 Morris Road. These plans consist of twenty-six (26) sheets, are dated June 17, 2011 with a latest revision date of October 26, 2018. These plans have been submitted as a revision to the Land Development plans which were reviewed and approved by Worcester Township at the November 15, 2017 Board of Supervisors' Meeting.

This latest land development plan is proposing eight (8) loading docks on the north side of Building E. This is a reduction in loading docks from 12 to 8 from the previously approved plans. In addition to a reduction in the number of loading docks, this plans will also reduce the number of parking spaces that were to be removed based on the previously approved plans.

These plans have also been revised to reflect the comments set forth in my previous review letter dated October 3, 2017. The overall effect of this revision is to lessen the number of loading docks and to maintain more parking spaces on the property.

Based on the above, I recommend approval of this revision to the final planning approval for this phase (Phase1-Building E - North Side). A construction escrow will be prepared for this project for use in preparation of the land development and financial security agreement for this revised final plan.

CKS Engineers, Inc.

November 5, 2018  
Ref: # 7500  
Page 2

Please contact this office if you have any questions or need any additional assistance on these plans.

Very truly yours,  
CKS ENGINEERS, INC.  
Township Engineers



Joseph J. Nolan, P.E.

JJN/paf

cc: Robert L. Brant, Esq., Township Solicitor  
Robert Irick, Irick, Eberhardt and Mientus  
Duane Horne, Advanced Realty Management Inc.  
File

# 2019 Budget



For Public Review

*November 14, 2018*

agenda item d)

# TABLE OF CONTENTS

## BUDGET MESSAGE

i

## GENERAL FUND

### Receipts

Taxes	1
Licenses & Permits	2
Fines & Forfeits	3
Interest & Rents	3
Intergovernmental Revenue	4
Charges for Services	5
Miscellaneous Revenue	6
Other Financing	6

### Expenditures

Legislative	7
Management	8
Finance	9
Tax Collection	10
Legal	11
Clerical	12
Engineering	13
Township Building	14
Garage	15
Community Hall	16
Historical Building	16
Hollow Road Rental	17
Springhouse	17
Fire Protection	18
Code Enforcement	19
Zoning Hearing Board	20
PA One Call	21
Public Works	22
Snow Removal	23
Traffic Signals	24
Machinery & Tools	25
Road Maintenance	26
Stormwater Management	27
Recreation Administration	28
Recreation & Culture	29
Parks	30
Public Relations	31
Other	31

**CAPITAL FUND**

Receipts

Interest	.....	32
Other Government Levels	.....	32
Fees	.....	33
Transfers In	.....	33

Expenditures

General Government	.....	34
Public Works	.....	35
Parks & Recreation	.....	36

**SEWER FUND**

Receipts

Wastewater Receipts	.....	37
---------------------	-------	----

Expenditures

Wastewater Expenditures	.....	38
-------------------------	-------	----

**STATE FUND**

Receipts

Interest	.....	39
Licenses	.....	39

Expenditures

Public Works	.....	40
--------------	-------	----

Appendix A	<b>RECEIPTS AND EXPENDITURES BY FUND</b>
Appendix B	<b>PROPERTY TAX RATES</b>
Appendix C	<b>GENERAL FUND RECEIPTS, BY PERCENT</b>
Appendix D	<b>GENERAL FUND EXPENDITURES, BY PERCENT</b>
Appendix E	<b>STAFFING LEVELS &amp; ORGANIZATION CHART</b>
Appendix F	<b>2016 GENERAL OBLIGATION BOND DEBT SERVICE SCHEDULE</b>
Appendix G	<b>2019 FEE SCHEDULE</b>
Appendix H	<b>CAPITAL FUND RESERVE BALANCES</b>
Appendix I	<b>FUND BALANCE POLICY</b>
Appendix J	<b>7-YEAR ROAD PROGRAM</b>
Appendix K	<b>10-YEAR BRIDGE, CULVERT &amp; STORM SEWER PLAN</b>
Appendix L	<b>10-YEAR PARK &amp; PROPERTY IMPROVEMENT PLAN</b>

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

December 19, 2018

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

Dear Board of Supervisors,

*2019 Budget Message to be prepared*



## Taxes

The **earned income tax** is Worcester's primary revenue source. This tax is assessed on all earned income – such as wages, salaries and commissions – and this tax is proposed to remain assessed at the rate of one-half of one percent (0.5%) in 2019. The tax is not assessed on Social Security benefits, pension payments, retirement fund distributions, investment earnings or unemployment compensation. Beginning in 2010 the State required the collection of the earned income tax to be undertaken on a county-wide basis. This receipt is projected to remain relatively flat in the coming year.



A **real estate transfer tax**, at the rate of one-half of one percent (0.5%), is assessed on the sale of real property. There is no proposed change to this tax rate in 2019. This receipt fluctuates with the number and price of properties sold in the Township. 2018 saw the transfer of several larger and higher-priced parcels, which is reflected in the projected revenue for this year. In 2019 it is likely new home sales will begin at the Meadowood Grove, Whitehall Estates and Reserve at Center Square developments, but the Budget does not assume these transfer tax dollars because home construction has not yet begun. As such the \$275,000 budgeted represents a "base" real estate transfer tax, which would encompass the annual sale of existing homes only, under average real estate market conditions.

Worcester Township boasts the lowest **property tax** in Montgomery County. The Township's property tax is levied at 0.05 mills, and there is no proposed change to this tax rate in 2019. The owner of a property in Worcester Township that is assessed at \$400,000 pays \$20 in property tax to the Township. This same owner pays \$1,539 in property tax to Montgomery County (3.849 mills), and \$12,017 in property tax to the Methacton School District (30.0431 mills).

Worcester collects an annual **per capita tax** at the rate of \$1 per adult residing in the Township. The Methacton School District collects this same tax at the rate of \$15 per adult residing in the Township.

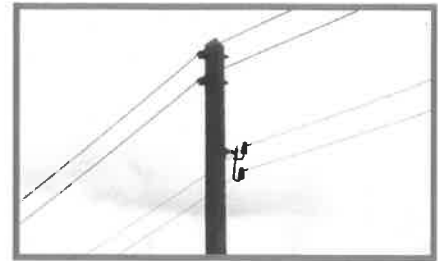
Taxes	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
property, current	301-100	\$ 46,809.38	\$ 46,250.00	\$ 46,800.00	\$ 46,480.00
property, lienied	301-500	\$ 644.07	\$ 600.00	\$ 500.00	\$ 500.00
property, interim	301-600	\$ 196.46	\$ 250.00	\$ 230.00	\$ 250.00
per capita, current	310-010	\$ 4,449.35	\$ 4,620.00	\$ 5,200.00	\$ 5,100.00
per capita, delinquent	310-030	\$ 971.70	\$ 920.00	\$ 950.00	\$ 945.00
real estate transfer	310-100	\$ 357,979.03	\$ 245,000.00	\$ 403,000.00	\$ 275,000.00
earned income	310-210	\$ 2,693,526.76	\$ 2,610,000.00	\$ 2,575,000.00	\$ 2,550,000.00
earned income, prior year	310-220	\$ -	\$ 100.00	\$ 25.00	\$ 100.00
		<b>\$ 3,104,576.75</b>	<b>\$ 2,907,740.00</b>	<b>\$ 3,031,705.00</b>	<b>\$ 2,878,375.00</b>

# GENERAL FUND

## Licenses & Permits

---

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



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

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

Licenses & Permits	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
franchise fees	321-800	\$ 234,119.66	\$ 224,000.00	\$ 227,800.00	\$ 228,000.00
road opening permits	322-820	\$ 800.00	\$ 300.00	\$ 300.00	\$ 300.00
sign permits	322-900	\$ 165.00	\$ 200.00	\$ 225.00	\$ 125.00
yard sale permits	322-910	\$ 110.00	\$ 100.00	\$ 65.00	\$ 50.00
solicitation permits	322-920	\$ 965.00	\$ 250.00	\$ 750.00	\$ 250.00
		\$ 236,159.66	\$ 224,850.00	\$ 229,140.00	\$ 228,725.00

# GENERAL FUND

## Fines & Forfeits

The District Magistrate collects **court fines** (ordinance violations) for citations issued by the Pennsylvania State Police and the Worcester Township Codes Department. This revenue is projected to remain flat in 2018.



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

Fines & Forfeits	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
ordinance violations	331-120	\$ 3,547.35	\$ 1,500.00	\$ 3,100.00	\$ 2,900.00
		\$ 3,547.35	\$ 1,500.00	\$ 3,100.00	\$ 2,900.00

## Interest & Rents

The Township invests its funds in interest-bearing instruments and accounts, in accordance with State Law and best management practices. Earnings fluctuate upon the interest rate received, a rate that is governed by many factors. Today's lower **interest** rates are projected to remain at this lower level throughout 2018. Beginning in 2017 the Township posted its operating and capital reserves in the Capital Fund, and began to utilize the General Fund to provide for day-to-day operating expenses only. As such most interest income will be booked to the Capital Fund in 2018.



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

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

Interest & Rents	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
interest	341-000	\$ 10,540.04	\$ 1,000.00	\$ 7,450.00	\$ 720.00
rents & royalties	342-000	\$ 18,161.00	\$ 18,564.20	\$ 18,900.00	\$ 19,474.73
cell tower rental	342-120	\$ 150,071.79	\$ 150,454.20	\$ 152,200.00	\$ 154,374.48
		\$ 178,772.83	\$ 170,018.40	\$ 178,550.00	\$ 174,569.21

## Intergovernmental Revenue

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



The Township receives fees for each of the four liquor licenses issued in Worcester, and additional fees upon a license transfer. The 2019 Budget assumes no change to either the **alcohol license fee** rate or the number of licenses issued in the Township.

The Commonwealth assesses a **foreign fire** insurance tax on certain insurance policies, and earmarks a portion of these funds to support volunteer fire company relief associations. The funds are remitted to the Township, and the Township is required to forward all dollars received to the local fire relief association, which in our community is the Worcester Volunteer Fire Department Relief Association. This annual aid decreased by 9% in 2018, the second consecutive substantive decrease. The 2019 allocation, to be announced in the fall of 2019, is assumed to remain flat.

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

Intergov. Revenue	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
grants	354-090	\$ -	\$ -	\$ -	\$ -
utility realty tax	355-010	\$ 3,095.50	\$ 3,095.50	\$ 2,592.76	\$ 2,592.76
alcohol license fees	355-040	\$ 800.00	\$ 800.00	\$ 800.00	\$ 600.00
foreign casualty	355-050	\$ 51,305.68	\$ 42,706.00	\$ 51,528.27	\$ 51,528.27
foreign fire	355-070	\$ 94,057.65	\$ 94,057.65	\$ 85,932.76	\$ 85,932.76
		\$ 149,258.83	\$ 140,659.15	\$ 140,853.79	\$ 140,653.79

# GENERAL FUND

## Charges for Services

The Budget assumes no significant **land development** applications will be submitted in 2019. The Budget also includes the submission of one **Conditional Use** application, one **zoning amendment** application and twelve **Zoning Hearing Board** applications.



**Building permit fees** are budgeted to decrease to \$80,000 from the \$142,800 projected to be received in 2018. The decrease is attributable to the build-out of the Applewood and Preserve at Worcester subdivisions, and the assumption that no residential or commercial developments will break ground in 2019. Based on previous year receipts, the budgeted amount represents permit fees attributable to existing properties only, and does not include any fees for significant improvements to commercial properties. A similar decrease is budgeted for **zoning permit fees**.

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

Charges for Services	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
land development fees	361-300	\$ 8,500.00	\$ 3,000.00	\$ 3,250.00	\$ 3,000.00
Conditional Use fees	361-330	\$ -	\$ 1,350.00	\$ -	\$ 1,350.00
Zoning Hearing Board fees	361-340	\$ 16,800.00	\$ 9,600.00	\$ 9,100.00	\$ 13,300.00
zoning amendment fees	361-350	\$ -	\$ -	\$ -	\$ -
map & publication sales	361-500	\$ 124.00	\$ 50.00	\$ 5.00	\$ 5.00
building permit fees	362-410	\$ 112,797.80	\$ 99,000.00	\$ 142,800.00	\$ 80,000.00
zoning permit fees	362-420	\$ 12,160.00	\$ 7,000.00	\$ 18,100.00	\$ 11,100.00
commercial U&O fees	362-450	\$ -	\$ 400.00	\$ 100.00	\$ 380.00
driveway permit fees	362-460	\$ 605.00	\$ 150.00	\$ 175.00	\$ 180.00
PRPS ticket sales	367-400	\$ 7,052.53	\$ 6,600.00	\$ 3,300.00	\$ 4,500.00
sports & lesson fees	367-408	\$ 5,799.00	\$ 23,000.00	\$ 3,600.00	\$ 6,150.00
park trips	367-409	\$ 8,396.90	\$ 7,120.00	\$ -	\$ -
		\$ 172,235.23	\$ 157,270.00	\$ 180,430.00	\$ 119,965.00

# GENERAL FUND

## Miscellaneous Revenue

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

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

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



Miscellaneous Revenue	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
park miscellaneous	367-420	\$ 22,342.34	\$ 13,500.00	\$ 19,100.00	\$ 15,050.00
miscellaneous income	381-000	\$ 7,248.76	\$ 500.00	\$ 6,800.00	\$ 500.00
service charge fees	381-001	\$ 318.55	\$ 250.00	\$ 300.00	\$ 300.00
		\$ 29,909.65	\$ 14,250.00	\$ 26,200.00	\$ 15,850.00

## Other Financing

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

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

Other Financing	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
escrow administration	383-200	\$ 700.00	\$ 400.00	\$ 500.00	\$ 500.00
interfund transfer	392-300	\$ -	\$ -	\$ -	\$ -
		\$ 700.00	\$ 400.00	\$ 500.00	\$ 500.00



## Legislative

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



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

Each Supervisor receives a \$2,500 annual stipend and **benefits**, which includes health insurance, as permitted by State law. Worcester Township is a member of a multi-municipal non-profit health insurance trust, an arrangement that has helped to control health care expenses in recent years. For example, there was a two percent increase in 2017, an approximate 4.1% increase in 2018, and no increase for 2019. And in 2017 the Township established a high-deductible health care plan that provides quality coverage for employees, at a reasonable cost to taxpayers.

**Consultant services** include the fee paid to the Township's appointed auditor. This budget item also includes planning services provided by the Montgomery County Planning Commission (MCPC). In 2017 the Township renegotiated its contract with the MCPC due to a decrease in land development activities. The truncated service arrangement will continue in the coming year, and will save the Township an approximate \$9,000 in 2019.

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

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

Legislative	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
payroll	400-110	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
benefits	400-150	\$ 63,674.49	\$ 55,339.98	\$ 52,550.00	\$ 54,944.82
consultant services	400-312	\$ 30,369.00	\$ 27,476.00	\$ 25,700.00	\$ 27,496.00
mileage reimbursement	400-337	\$ 299.92	\$ 475.00	\$ 270.00	\$ 400.00
dues & subscriptions	400-420	\$ 3,310.00	\$ 5,350.00	\$ 3,400.00	\$ 4,125.00
meetings & seminars	400-460	\$ 3,874.42	\$ 4,900.00	\$ 4,190.00	\$ 4,700.00
		\$ 109,027.83	\$ 101,040.98	\$ 93,610.00	\$ 99,165.82

# GENERAL FUND

## Management

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



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

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

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

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

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

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

Management	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
payroll	401-120	\$ 135,000.06	\$ 135,675.00	\$ 135,675.00	\$ 136,356.39
benefits	401-150	\$ 69,881.64	\$ 54,268.86	\$ 52,782.00	\$ 55,942.56
consultant services	401-312	\$ 1,335.00	\$ 5,000.00	\$ 3,275.00	\$ 5,000.00
mobile phone	401-321	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
mileage reimbursement	401-337	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
meetings & seminars	401-460	\$ 1,368.72	\$ 2,350.00	\$ 670.00	\$ 2,175.00
		\$ 212,985.42	\$ 202,693.86	\$ 197,802.00	\$ 204,873.95



# GENERAL FUND

## Finance

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

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

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



Finance	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
payroll	402-120	\$ 67,291.27	\$ 67,465.00	\$ 68,120.00	\$ 70,163.60
benefits	402-150	\$ 28,141.65	\$ 38,215.75	\$ 28,050.00	\$ 25,546.29
mobile phone	402-321	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
mileage reimbursement	402-337	\$ 174.14	\$ 300.00	\$ 120.00	\$ 300.00
meetings & seminars	402-460	\$ 198.88	\$ 800.00	\$ 110.00	\$ 750.00
		\$ 96,105.94	\$ 107,080.75	\$ 96,700.00	\$ 97,059.89

# GENERAL FUND

## Tax Collection

This Department provides for the elected and appointed tax collectors.

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



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

Because the Township levies a per capita tax at only \$1 per year, the Township does not pay on the amount collected to the tax collector. Instead, this fee is paid by the Methacton School District, which levies a per capita tax at \$15 per year.

Tax Collection	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
payroll	403-110	\$ 2,363.41	\$ 2,355.00	\$ 2,340.00	\$ 2,361.50
benefits	403-150	\$ 180.80	\$ 180.39	\$ 179.24	\$ 180.89
office supplies	403-210	\$ 4,301.08	\$ 4,740.00	\$ 4,340.00	\$ 4,740.00
professional services	403-310	\$ 31,144.13	\$ 31,321.20	\$ 31,260.00	\$ 30,601.20
		\$ 37,989.42	\$ 38,596.59	\$ 38,119.24	\$ 37,883.59

# GENERAL FUND

## Legal

---

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



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

Legal	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
general services	404-310	\$ 51,958.66	\$ 69,000.00	\$ 59,600.00	\$ 69,000.00
RTK services	404-320	\$ 1,340.00	\$ 9,600.00	\$ 3,100.00	\$ 6,000.00
		\$ 53,298.66	\$ 78,600.00	\$ 62,700.00	\$ 75,000.00

# GENERAL FUND

## Clerical

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



In 2016 the Receptionist was promoted to Administrative Assistant. At this time the Township assessed the need for a full-time Receptionist and determined the hire was not warranted. Instead, a part-time Receptionist was hired for an approximate \$15,000 savings per year.

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

The Budget also provides additional funds to service the Township **computer** network. The work is needed to update the network, and to maintain a secure network. The Budget also provides for annual software license fees.

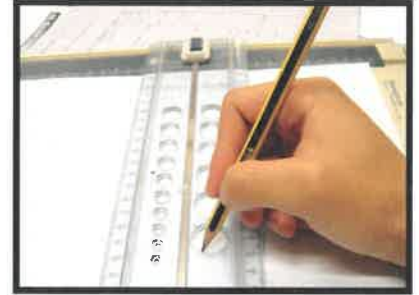
The Budget provides for contracted **payroll services**, and for general **office supplies**. Budgeted **postage** funds provide for all mailings that are not sewer bills or the Township newsletter, which are funded by the Sewer Fund and the General Fund line item code 459.340, respectively.

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

Clerical	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
payroll	405-140	\$ 71,478.34	\$ 87,296.62	\$ 75,100.00	\$ 88,798.88
benefits	405-150	\$ 31,556.32	\$ 45,169.36	\$ 43,200.00	\$ 46,339.23
office supplies	405-210	\$ 5,957.42	\$ 6,600.00	\$ 4,850.00	\$ 6,000.00
payroll services	405-310	\$ 15,153.76	\$ 15,795.00	\$ 15,800.00	\$ 14,850.00
telephone	405-321	\$ 3,785.18	\$ 4,245.00	\$ 3,680.00	\$ 4,305.00
postage	405-325	\$ 3,563.50	\$ 4,420.00	\$ 3,900.00	\$ 4,370.00
auto allowance	405-337	\$ 204.17	\$ 240.00	\$ 210.00	\$ 240.00
advertisement	405-340	\$ 6,788.87	\$ 8,800.00	\$ 3,950.00	\$ 8,100.00
meetings & seminars	405-460	\$ 1,207.67	\$ 1,750.00	\$ 50.00	\$ 1,650.00
computer expense	405-465	\$ 15,978.69	\$ 36,572.00	\$ 29,600.00	\$ 41,917.00
other expense	405-470	\$ 5,723.69	\$ 5,376.00	\$ 5,300.00	\$ 7,704.00
		\$ 161,397.61	\$ 216,263.98	\$ 185,640.00	\$ 224,274.11

## Engineering

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



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

The Budget provides an additional \$10,000 for grant support services. The Township Engineer's expertise is required for the proper completion of many grant applications.

Engineering	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
engineering services	408-310	\$ 16,274.09	\$ 37,000.00	\$ 24,600.00	\$ 37,000.00
		\$ 16,274.09	\$ 37,000.00	\$ 24,600.00	\$ 37,000.00

# GENERAL FUND

## Township Building

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

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

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



Township Building	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
utilities	409-136	\$ 7,197.64	\$ 10,524.00	\$ 9,150.00	\$ 10,212.00
maintenance & repairs	409-137	\$ 12,179.32	\$ 16,272.00	\$ 13,100.00	\$ 16,296.00
alarm service	409-142	\$ 2,490.12	\$ 3,636.00	\$ 2,900.00	\$ 3,636.00
other expenses	409-147	\$ 1,278.17	\$ 2,580.00	\$ 1,320.00	\$ 2,460.00
		\$ 23,145.25	\$ 33,012.00	\$ 26,470.00	\$ 32,604.00

# GENERAL FUND

## Garage

---

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

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

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

Garage	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
utilities	409-236	\$ 10,971.63	\$ 13,260.00	\$ 13,900.00	\$ 14,592.00
maintenance & repairs	409-237	\$ 6,587.65	\$ 9,456.00	\$ 8,350.00	\$ 9,624.00
alarm service	409-242	\$ 1,002.96	\$ 1,428.00	\$ 1,425.00	\$ 1,608.00
other expenses	409-247	\$ 935.56	\$ 1,500.00	\$ 940.00	\$ 1,440.00
		\$ 19,497.80	\$ 25,644.00	\$ 24,615.00	\$ 27,264.00



# GENERAL FUND

## Community Hall

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



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

Community Hall	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
utilities	409-436	\$ 2,839.17	\$ 5,160.00	\$ 4,200.00	\$ 4,500.00
maintenance & repairs	409-437	\$ 4,261.73	\$ 5,160.00	\$ 4,450.00	\$ 5,112.00
other expenses	409-447	\$ 12.91	\$ 600.00	\$ 75.00	\$ 600.00
		\$ 7,113.81	\$ 10,920.00	\$ 8,725.00	\$ 10,212.00

## Historical Building

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



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

Historical Building	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
utilities	409-536	\$ 3,640.05	\$ 3,829.00	\$ 4,300.00	\$ 4,183.00
maintenance & repairs	409-537	\$ 179.00	\$ 1,884.00	\$ 450.00	\$ 1,932.00
		\$ 3,819.05	\$ 5,713.00	\$ 4,750.00	\$ 6,115.00



# GENERAL FUND

## Hollow Road Rental

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

The tenant pays all **utilities**; the dollars included in the Budget are for utilities that may need to be maintained during a time of vacancy between tenants. **Maintenance and repairs** funds HVAC system maintenance, and any required capital fixes to the property. In 2017 the Township replaced several windows at this property.



Hollow Road Rental	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
utilities	409-636	\$ -	\$ 250.00	\$ -	\$ 250.00
maintenance & repairs	409-637	\$ 4,478.23	\$ 3,984.00	\$ 200.00	\$ 4,032.00
		\$ 4,478.23	\$ 4,234.00	\$ 200.00	\$ 4,282.00

## Springhouse

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



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

Springhouse	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
maintenance & repairs	409-737	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
		\$ -	\$ 1,000.00	\$ -	\$ 1,000.00

## Fire Protection

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



### WVFD contributions include:

- A Township contribution in the amount of \$144,715 for general operating assistance. This amount represents a 5% increase in the operating assistance provided in 2018.
- A Township contribution in the amount of \$100,000 to offset the Fire Company's loan payments on the ladder truck, and to purchase County-mandated radios.
- A Township contribution in the amount of \$8,000 to help provide preventative maintenance services for Fire Department apparatus. Preventative maintenance services include annual tests on ladders, pumps and hoses. This contribution, which will help to prolong the useful life of costly equipment, was established in 2017.
- Pass-through funding received from the Commonwealth's Foreign Fire Insurance Tax. The State levies this tax on certain insurance policies, and earmarks a portion of these funds to volunteer fire company relief associations throughout Pennsylvania. The funds are received by the Township, and the Township remits all dollars to the Worcester Volunteer Fire Department Relief Association. This annual aid decreased by 9% in 2018, the second consecutive substantive decrease. The 2019 allocation, to be announced in the fall of 2019, is assumed to remain flat.

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

Fire Protection	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
hydrant rentals	411-380	\$ 24,563.03	\$ 25,398.00	\$ 25,200.00	\$ 26,667.00
WVFD contributions	411-540	\$ 308,307.65	\$ 315,582.65	\$ 315,582.65	\$ 339,347.76
		\$ 332,870.68	\$ 340,980.65	\$ 340,782.65	\$ 366,014.76

## Code Enforcement

This Department provides Township and building code enforcement programs, and includes one full-time employee, the Codes Clerk, one part-time employee, the Fire Marshal, and a consultant, the Township's building inspector.



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

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

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

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

Code Enforcement	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Fire Marshal payroll	413-110	\$ 6,093.50	\$ 11,006.58	\$ 6,850.00	\$ 11,338.65
Fire Marshal benefits	413-110-150	\$ 649.43	\$ 1,203.10	\$ 740.00	\$ 1,384.54
Codes payroll	413-140	\$ 43,788.10	\$ 40,149.40	\$ 40,500.00	\$ 41,907.61
Codes benefits	413-150	\$ 29,249.01	\$ 16,499.36	\$ 19,250.00	\$ 16,104.84
supplies	413-210	\$ 7,714.70	\$ 9,355.00	\$ 1,850.00	\$ 17,655.00
consultant services	413-312	\$ 45,992.00	\$ 70,374.56	\$ 40,500.00	\$ 80,356.64
mobile phone	413-321	\$ -	\$ -	\$ 650.00	\$ 780.00
mileage	413-337	\$ 708.45	\$ 840.00	\$ 1,250.00	\$ 1,440.00
meetings & seminars	413-460	\$ 272.95	\$ 1,300.00	\$ 350.00	\$ 1,300.00
		<b>\$ 134,468.14</b>	<b>\$ 150,728.01</b>	<b>\$ 111,940.00</b>	<b>\$ 172,267.29</b>

## Zoning Hearing Board

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

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

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



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

The higher **legal** fees and related expenses incurred in 2017 were due to the litigation of one Zoning Hearing Board application, and a greater than expected number of Zoning Hearing Board applications received during this year. The litigation is expected to conclude in 2019.

Zoning Hearing Board	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
payroll	414-140	\$ 2,050.00	\$ 2,400.00	\$ 1,350.00	\$ 2,400.00
benefits	414-150	\$ 141.71	\$ 183.84	\$ 103.41	\$ 183.84
professional services	414-310	\$ 4,718.00	\$ 4,200.00	\$ 2,060.00	\$ 4,400.00
engineering	414-313	\$ -	\$ 1,500.00	\$ -	\$ 1,500.00
legal	414-314	\$ 36,983.34	\$ 24,000.00	\$ 24,500.00	\$ 24,000.00
conditional use	414-315	\$ 16,337.50	\$ 4,500.00	\$ -	\$ 2,200.00
advertising	414-341	\$ 3,950.84	\$ 4,125.00	\$ 2,575.00	\$ 4,250.00
meetings & seminars	414-460	\$ 7.00	\$ 200.00	\$ -	\$ 200.00
		\$ 64,188.39	\$ 41,108.84	\$ 30,588.41	\$ 39,133.84

## PA One Call

---

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



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

PA One Call	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
PA One Call	419-242	\$ 1,319.63	\$ 1,860.00	\$ 1,800.00	\$ 2,700.00
		\$ 1,319.63	\$ 1,860.00	\$ 1,800.00	\$ 2,700.00

# GENERAL FUND

## Public Works

The Public Works Department provides for the maintenance of local roads and municipal-owned properties. The Township maintains about 58 miles of roadways, 25 culverts and bridges, 37 miles of storm sewers and approximately 270 acres of parks and other lands. The upkeep of these facilities is needed to maintain a higher quality of life for all Worcester families.



The Budget funds **payroll** and **benefits** for seven full-time positions and one part-time position. The Budget also includes funds for three seasonal employees, if these positions are needed.

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

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

Public Works	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
payroll	430-140	\$ 346,008.66	\$ 390,172.24	\$ 382,800.00	\$ 399,650.92
benefits	430-150	\$ 184,416.32	\$ 226,744.67	\$ 210,500.00	\$ 235,838.94
uniform rental	430-238	\$ 8,453.70	\$ 9,640.00	\$ 9,100.00	\$ 10,052.00
cell phones	430-326	\$ 1,109.82	\$ 1,200.00	\$ 1,425.00	\$ 1,500.00
meetings & seminars	430-460	\$ 666.53	\$ 2,350.00	\$ -	\$ 1,925.00
other expenses	430-470	\$ 2,618.68	\$ 1,645.00	\$ 950.00	\$ 2,065.00
		\$ 543,273.71	\$ 631,751.91	\$ 604,775.00	\$ 651,031.86



# GENERAL FUND

## Snow Removal

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

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



The Township employs a **contractor** for snow removal services in two subdivisions – Milestone and Sunny Brook Estates – and at select roads in the northeast portion of the Township.

Snow Removal	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
materials	432-200	\$ 46,070.78	\$ 31,875.00	\$ 35,500.00	\$ 30,887.50
contractor	432-450	\$ 4,378.75	\$ 15,000.00	\$ 7,850.00	\$ 12,000.00
		\$ 50,449.53	\$ 46,875.00	\$ 43,350.00	\$ 42,887.50

# GENERAL FUND

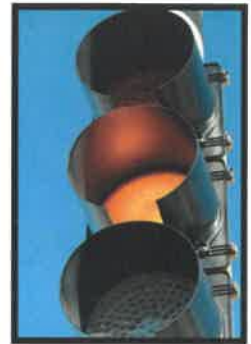
## Traffic Signals

---

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

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

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



Traffic Signals	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
engineering	433-313	\$ 1,360.00	\$ 6,500.00	\$ 700.00	\$ 6,500.00
electricity	433-361	\$ 3,163.05	\$ 3,240.00	\$ 3,200.00	\$ 3,480.00
maintenance	433-374	\$ 10,787.56	\$ 12,600.00	\$ 8,400.00	\$ 12,600.00
		\$ 15,310.61	\$ 22,340.00	\$ 12,300.00	\$ 22,580.00



## Machinery & Tools

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



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

This Budget also funds the purchase of **small tools** – such as saws, levels and weed-whackers. Beginning in 2018 funding for **small tool repairs** will be included in the **small tools** line item.

Machinery & Tools	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
vehicle maintenance	437-250	\$ 26,396.73	\$ 83,064.00	\$ 75,500.00	\$ 83,064.00
small tools	437-260	\$ 7,339.01	\$ 7,000.00	\$ 6,900.00	\$ 9,000.00
small tool repairs	437-370	\$ 660.00	\$ 1,000.00	\$ 800.00	\$ -
		\$ 34,395.74	\$ 91,064.00	\$ 83,200.00	\$ 92,064.00

# GENERAL FUND

## Road Maintenance

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



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

The Budget increases funding for materials (**supplies**) used for roadway improvements made in addition to those included in the Township's annual road program. The improvements include pothole repair and work to roadside swales.

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

In previous Budgets a portion of the Township's annual **road program** expense was booked to this Department. Beginning in 2017 these dollars are provided by the Capital Fund. In total, the Budget provides \$835,000 for the 2019 Road Program, an amount that does not include **engineering** and inspection services. This is a sizable percentage of the annual Budget, and demonstrates the Township's commitment to keeping the community's infrastructure safe and in good repair.

Road Maintenance	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
gasoline	438-231	\$ 4,554.71	\$ 4,787.00	\$ 5,300.00	\$ 5,050.00
diesel	438-232	\$ 14,853.50	\$ 17,880.00	\$ 22,300.00	\$ 23,665.00
signs	438-242	\$ 1,162.52	\$ 3,200.00	\$ 900.00	\$ 3,000.00
supplies	438-245	\$ 13,418.93	\$ 38,500.00	\$ 14,300.00	\$ 39,000.00
contractor, snow	438-300	\$ -	\$ -	\$ -	\$ -
engineering	438-313	\$ 45,665.56	\$ 55,000.00	\$ 54,500.00	\$ 26,900.00
contractor, road program	438-370	\$ 5,288.00	\$ 15,300.00	\$ 11,100.00	\$ 15,300.00
		\$ 84,943.22	\$ 134,667.00	\$ 108,400.00	\$ 112,915.00

## Stormwater Management

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

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



The new stormwater regulations are scheduled to take effect in January 2019.

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

Stormwater Management	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
engineering	446-313	\$ 27,284.85	\$ 49,500.00	\$ 8,000.00	\$ 56,400.00
		\$ 27,284.85	\$ 49,500.00	\$ 8,000.00	\$ 56,400.00

# GENERAL FUND

## Recreation Administration

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

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



Recreation Administration	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
payroll	451-140	\$ 35,459.77	\$ 26,996.30	\$ 16,600.00	\$ 24,771.50
benefits	451-150	\$ 16,198.38	\$ 2,427.92	\$ 1,850.00	\$ 2,413.50
mobile phone	451-326	\$ -	\$ -	\$ -	\$ -
mileage reimbursement	451-337	\$ 135.88	\$ 300.00	\$ 100.00	\$ 250.00
meetings & seminars	451-460	\$ 949.85	\$ 900.00	\$ 325.00	\$ 900.00
		\$ 52,743.88	\$ 30,624.22	\$ 18,875.00	\$ 28,335.00

## Recreation & Culture

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

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



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

The Budget also funds Worcester **Community Day**. The event will be held at Heebner Park in the fall of 2019, and will offer something for everyone in the family. Stay tuned for more details!

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

Recreation & Culture	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
discounted tickets	452-247	\$ 5,746.00	\$ 6,550.00	\$ 3,700.00	\$ 4,400.00
camps & sport leagues	452-248	\$ 5,129.00	\$ 22,100.00	\$ 3,000.00	\$ 4,700.00
trips	452-249	\$ 2,511.75	\$ 6,800.00	\$ 2,450.00	\$ -
Community Day	452-250	\$ 5,714.60	\$ 9,900.00	\$ 12,125.00	\$ 11,800.00
library	452-520	\$ 6,300.00	\$ 6,615.00	\$ 6,615.00	\$ 6,946.00
		\$ 25,401.35	\$ 51,965.00	\$ 27,890.00	\$ 27,846.00



# GENERAL FUND

## Parks

This Department provides for the maintenance of the Township's parks system, which includes 115 acres of active and passive parklands, and more than 150 acres of natural open spaces.

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



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

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

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

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

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

Parks	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Heebner Park - utilities	454-436	\$ 2,000.43	\$ 2,940.00	\$ 2,300.00	\$ 3,024.00
Heebner Park - fields	454-437-001	\$ 11,280.17	\$ 16,800.00	\$ 12,600.00	\$ 16,800.00
Heebner Park - expenses	454-437-002	\$ 4,049.45	\$ 11,500.00	\$ 6,950.00	\$ 8,500.00
Mt. Kirk Park - fields	454-438-001	\$ 2,655.84	\$ 3,400.00	\$ 3,100.00	\$ 3,400.00
Mt. Kirk Park - expenses	454-438-002	\$ 592.63	\$ 1,450.00	\$ 600.00	\$ 1,050.00
Sunny Brook Park - fields	454-439-001	\$ 3,846.90	\$ 4,700.00	\$ 4,050.00	\$ 4,700.00
Sunny Brook Park - expens.	454-439-002	\$ 2,152.23	\$ 4,400.00	\$ 1,700.00	\$ 3,930.00
Sunny Brook Park - utilities	454-446	\$ 1,011.15	\$ 1,380.00	\$ 1,400.00	\$ 1,584.00
Heyser Park - horse ring	454-470	\$ -	\$ 500.00	\$ -	\$ 500.00
Heyser Park - expenses	454-471	\$ -	\$ 1,300.00	\$ -	\$ 1,000.00
trails	454-480	\$ 1,297.38	\$ 5,600.00	\$ 2,800.00	\$ 4,300.00
other parks	454-490	\$ 375.56	\$ 4,400.00	\$ 400.00	\$ 2,000.00
		\$ 29,261.74	\$ 58,370.00	\$ 35,900.00	\$ 50,788.00

# GENERAL FUND

## Public Relations

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



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

Public Relations	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
community newsletter	459-340	\$ 13,455.63	\$ 18,400.00	\$ 18,400.00	\$ 20,300.00
other communications	459-341	\$ -	\$ 1,400.00	\$ 2,800.00	\$ 1,300.00
		\$ 13,455.63	\$ 19,800.00	\$ 21,200.00	\$ 21,600.00

## Other

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



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

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

Other	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
real estate taxes	481-430	\$ -	\$ -	\$ -	\$ -
insurances	486-350	\$ 93,775.75	\$ 106,271.80	\$ 115,500.00	\$ 112,252.60
transfer to Capital Fund	492-300	\$ 8,824,234.62	\$ 976,981.96	\$ 1,462,046.49	\$ 905,987.80
		\$ 8,918,010.37	\$ 1,083,253.76	\$ 1,577,546.49	\$ 1,018,240.40

# CAPITAL FUND

## Interest

The Township invests its funds in interest-bearing instruments and accounts, in accordance with State Law and best management practices. Earnings fluctuate upon the interest rate received, which is governed by many factors. **Interest** rates are projected to remain at their current modest levels throughout 2019. Beginning in 2018 the Township included its operating and capital reserves in the Capital Fund, which explains the increase in interest receipts in this year.



Interest	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
interest	341-000	\$ 35,836.02	\$ 20,000.00	\$ 185,500.00	\$ 180,000.00
		\$ 35,836.02	\$ 20,000.00	\$ 185,500.00	\$ 180,000.00

## Other Government Levels

The Township seeks to obtain Federal, State, County and other grant funding whenever possible. Grant funding is only included in the Budget when a grant has been awarded. At the time the 2019 Budget was prepared the Township had been awarded grants for:

- trail and amenity improvements at Defford Park;
- basin improvements at Defford Park;
- riparian buffer plantings along a portion of the Zacharias Creek;
- installation of a sound barrier along a portion of the Pennsylvania Turnpike; and
- upgrades to certain traffic signals on Valley Forge Road and Germantown Pike.



The sound barrier project is the largest of the grant projects listed above. This project will receive approximately \$1 million in State funding in 2019.

Other Government Level	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
grants	354-351	\$ -	\$ 284,940.00	\$ 25,000.00	\$ 1,352,340.00
		\$ -	\$ 284,940.00	\$ 25,000.00	\$ 1,352,340.00



# CAPITAL FUND

## Fees

The Township assesses a **traffic impact fee** against most new development. The dollars collected are used to make certain improvements to the community's roadway network so to accommodate future traffic that is attributable to development. A traffic impact fee for the Meadowood Grove development was paid in 2018, and in 2019 it is very likely that traffic impact fees will be paid by the Reserve at Center Square development. But because the Township only budgets these dollars for projects that have broken ground, the latter is not included in the 2019 Budget. As such, a modest amount of traffic impact fees is budgeted for 2019.



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

Fees	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
traffic impact fees	363-100	\$ 71,872.00	\$ 14,204.00	\$ 51,700.00	\$ 14,204.00
miscellaneous	381-000	\$ 47,832.75	\$ 2,000.00	\$ 2,900.00	\$ 2,000.00
		\$ 119,704.75	\$ 16,204.00	\$ 54,600.00	\$ 16,204.00

## Transfers In

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

In 2017 the Township transferred its operating and capital reserves from the General Fund to the Capital Fund, which is reflected in the larger transfer for this year.

Transfers In	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
General Fund transfer	392-010	\$ 8,824,234.62	\$ 976,981.96	\$ 1,394,307.18	\$ 905,987.80
		\$ 8,824,234.62	\$ 976,981.96	\$ 1,394,307.18	\$ 905,987.80

# CAPITAL FUND

## General Government

The Township maintains a computer replacement schedule to ensure workstations, servers, switches and other system components are replaced in a timely fashion. The Budget includes funds to replace four workstations and switches in 2019. In addition the purchase and installation of a video recording system for public meetings is included in budgeted **office equipment**.



The Budget provides for modest **improvements** to Township facilities. Additional dollars are budgeted for emergency repairs and other unforeseen expenses.

General Government	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
office equipment	405-720	\$ 23,800.05	\$ 53,000.00	\$ 53,900.00	\$ 43,000.00
investing/CD fees	402-470	\$ 10.00	\$ -	\$ -	\$ -
building improvements	409-600	\$ 32,082.19	\$ 29,500.00	\$ 47,200.00	\$ 15,000.00
interfund transfer	492-010	\$ -	\$ -	\$ -	\$ -
		\$ 55,892.24	\$ 82,500.00	\$ 101,100.00	\$ 58,000.00

## Public Works

In many municipalities, the annual road maintenance budget is limited to the Liquid Fuel (“gas tax”) dollars received from the Commonwealth. However, this allocation alone is not enough to meet the maintenance demands of a community’s roadway network. Worcester Township recognizes this fact, and budgets additional dollars to supplement these State funds. The Budget provides \$475,000 in supplemental funds (**capital roads**) for the Township’s 2019 Road Program.



The Budget also funds:

- redecking of three bridges at Barley Lane, Woodbridge Lane and Green Hill Road;
- replacement of a culvert at Berks Road;
- replacement of a storm sewer pipe at Quarry Hall Road; and,
- the installation of a sound barrier along a portion of the Pennsylvania Turnpike.

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

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

- a zero-turn mower, to replace a 2008 mower;
- a backhoe, to replace a 1995 backhoe; and,
- a CDL dump truck, to replace a 1996 dump truck.

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

The Budget also provides for the purchase of a small pole barn in which Public Works equipment will be stored. Keeping this equipment under roof will prolong the equipment’s useful life.

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

Public Works	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
capital roads	430-600	\$ 695,795.42	\$ 568,000.00	\$ 397,000.00	\$ 1,784,600.00
equipment purchase	430-740	\$ 194,435.21	\$ 100,700.00	\$ 95,700.00	\$ 411,000.00
traffic signs & signals	433-600	\$ 5,642.83	\$ 315,934.00	\$ 19,400.00	\$ 297,734.00
		<b>\$ 895,873.46</b>	<b>\$ 984,634.00</b>	<b>\$ 512,100.00</b>	<b>\$ 2,493,334.00</b>

## Parks & Recreation

The Budget provides for improvements to three Township parks. A pedestrian trail and bridge will be constructed at Defford Road Park. And at Heebner Park and Nike Park new signage will be installed. The budget also provides dollars for the replacement of any worn amenities throughout the parks system.



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

Parks & Recreation	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
parks and trails	454-600	\$ 99,774.76	\$ 216,500.00	\$ 117,300.00	\$ 192,500.00
land acquisition	454-710	\$ 16,279.42	\$ 154,500.00	\$ 78,000.00	\$ 35,000.00
		\$ 116,054.18	\$ 371,000.00	\$ 195,300.00	\$ 227,500.00

# SEWER FUND

## Wastewater Receipts

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



In 2018 the Township received approximately \$100,000 in **tapping fees** for the Meadowood Grove development, which explains the significant dollars received in this year.

The Budget proposes a one-half percent (0.5%) increase to residential and commercial **sewer fees**. For 2018 and 2017 the sewer fee increased by 1% and 2.4%, respectively, and in 2014, 2015 and 2016 this was fee increased by 10% each year, a measure needed because the Township did not set a fee commensurate with actual expenses for many years. Moving forward the Township will work to minimize operational expenses where possible, and set an annual fee that (a) recovers this cost, and (b) funds a sensible capital reserve.

Wastewater	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
interest	341-000	\$ 2,177.17	\$ 800.00	\$ 3,100.00	\$ 2,800.00
tapping fees	364-110	\$ 18,389.55	\$ 42,207.62	\$ 135,800.00	\$ 42,207.62
sewer fees, residential	364-120	\$ 449,733.04	\$ 467,409.67	\$ 470,500.00	\$ 469,760.26
sewer fees, commercial	364-130	\$ 155,896.37	\$ 153,076.61	\$ 152,600.00	\$ 157,200.00
late fees	364-140	\$ 8,169.66	\$ 6,000.00	\$ 7,300.00	\$ 6,500.00
certification fees	364-150	\$ 1,320.00	\$ 1,030.00	\$ 1,475.00	\$ 1,200.00
liens	364-190	\$ 15.00	\$ -	\$ 15.00	\$ -
miscellaneous income	381-000	\$ -	\$ 50.00	\$ -	\$ 50.00
		\$ 635,700.79	\$ 670,573.90	\$ 770,790.00	\$ 679,717.88



# SEWER FUND

## Wastewater Expenditures

The Township's three-year contract for wastewater operator services expired in 2017. At that time the Township contracted for new service that allows the Township to be direct billed for sludge removal, testing and chemical purchases (**other expenses**). In addition, the new contract includes a labor rate and other terms that are significantly more favorable to the Township. This arrangement has resulted in a considerable savings to the ratepayers.

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

Like many other municipalities, the Township shops electricity providers, so to lower its **utility** costs. The Township's electricity provider, Constellation, is the selected provider for the Pennsylvania Municipal League's Municipal Utility Alliance Electricity Procurement Program, a multi-municipal cooperative utilized by dozens of municipalities and municipal authorities throughout Pennsylvania.

The Budget provides \$128,000 for **capital improvements** and for unforeseen repairs to the system. Planned capital improvements include the televising of sanitary lines in the Adair neighborhood and the preparation of a capital reserve study. The capital reserve study will help the Township determine how many dollars are needed to meet our long-term maintenance obligations. Saving the right amount of reserves today will help ensure the system does not burden the next generation of Township residents.

Wastewater Treatment	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
alarm services	429-242	\$ 969.30	\$ 1,020.00	\$ 1,010.00	\$ 1,062.00
other expenses	429-300	\$ 31,736.37	\$ 127,140.00	\$ 60,500.00	\$ 82,896.00
engineering	429-313	\$ 7,044.38	\$ 11,400.00	\$ 11,200.00	\$ 11,000.00
legal	429-314	\$ 362.08	\$ 2,500.00	\$ 500.00	\$ 2,500.00
plant operations	429-316	\$ 113,861.81	\$ 78,540.00	\$ 76,500.00	\$ 78,540.00
telephone	429-321	\$ 830.95	\$ 888.00	\$ 870.00	\$ 888.00
utilities	429-361	\$ 94,549.26	\$ 101,520.00	\$ 95,300.00	\$ 106,824.00
equipment & repairs	429-374	\$ 20,780.28	\$ 24,000.00	\$ 16,400.00	\$ 24,000.00
CPF, operations	429-421-001	\$ 8,124.00	\$ 5,616.00	\$ 5,400.00	\$ 5,616.00
CPF, utilities & repairs	429-421-002	\$ 5,930.33	\$ 4,716.00	\$ 4,500.00	\$ 5,820.00
MW, operations	429-422-001	\$ 8,984.10	\$ 5,616.00	\$ 5,400.00	\$ 5,616.00
MW, utilities & repairs	429-422-002	\$ 400.54	\$ 1,752.00	\$ 1,050.00	\$ 4,572.00
FC, operations	429-424-001	\$ 8,270.40	\$ 5,616.00	\$ 5,400.00	\$ 5,616.00
FC, utilities & repairs	429-424-002	\$ 2,252.64	\$ 3,948.00	\$ 3,100.00	\$ 3,816.00
HV, operations	429-423-001	\$ 8,152.70	\$ 5,616.00	\$ 5,400.00	\$ 5,616.00
HV, utilities & repairs	429-423-002	\$ 2,800.76	\$ 5,040.00	\$ 4,100.00	\$ 4,908.00
CP, operations	429-425-001	\$ 8,231.26	\$ 5,616.00	\$ 5,400.00	\$ 5,616.00
CP, utilities & repairs	429-425-002	\$ 2,625.82	\$ 4,668.00	\$ 3,300.00	\$ 4,224.00
AD, operations	429-426-001	\$ 8,566.87	\$ 5,616.00	\$ 5,400.00	\$ 5,616.00
AD, utilities & repairs	429-426-002	\$ 2,396.13	\$ 3,276.00	\$ 3,100.00	\$ 4,008.00
capital improvements	429-700	\$ 44,506.54	\$ 90,000.00	\$ 56,500.00	\$ 128,000.00
staff costs	405-150	\$ -	\$ -	\$ -	\$ -
insurance	489-350	\$ 3,095.00	\$ 3,299.20	\$ 3,299.20	\$ 3,374.40
GOB - principal	471-200	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
GOB - interest	472-200	\$ 50,821.26	\$ 49,861.26	\$ 49,861.26	\$ 48,781.26
GOB - fiscal agent fees	475-000	\$ 1,050.00	\$ 1,100.00	\$ 1,050.00	\$ 1,100.00
		\$ 556,342.78	\$ 668,364.46	\$ 544,540.46	\$ 670,009.66

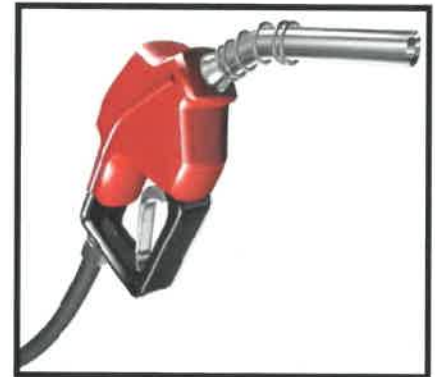
## Interest

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

Interest	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
interest	341-000	\$ 1,707.29	\$ 400.00	\$ 3,650.00	\$ 1,800.00
		\$ 1,707.29	\$ 400.00	\$ 3,650.00	\$ 1,800.00

## Licenses

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



In 2013 the Commonwealth enacted transportation legislation that increased the amount of liquid fuel funds distributed to municipalities. Since this time the Township's annual allocation has increased by about 40%. With these additional dollars the Township has expanded its annual road maintenance program, so to maximize the useful life of critical infrastructure. The increased funding ended in 2018, and the 2019 allocation reflects a very modest increase over the dollars received in 2018. Like modest increases are anticipated throughout the foreseeable future.

Licenses	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Liquid Fuel Funds	355-020	\$ 350,887.21	\$ 361,632.53	\$ 363,273.08	\$ 366,609.00
		\$ 350,887.21	\$ 361,632.53	\$ 363,273.08	\$ 366,609.00

## Public Works

The Budget earmarks all liquid fuel funds received for the 2019 Road Program. Some municipalities limit their road maintenance program to that able to be funded by the liquid fuel allocation alone. Worcester assumes this State aid, while significant, falls short of that needed to properly maintain our community's roadways. As such all other road maintenance expenses – including the purchase of winter materials and the contracting of snow removal services – are provided by the General Fund. This approach allows the Township to establish an honest budget that adequately funds our roadway maintenance obligations.



Public Works	code	2017 Actual	2018 Budget	2018 Projected	2019 Budget
snow & ice removal	432-250	\$ -	\$ -	\$ -	\$ -
road maintenance contractor	438-370	\$ 365,000.00	\$ 350,000.00	\$ 350,000.00	\$ 360,000.00
		\$ 365,000.00	\$ 350,000.00	\$ 350,000.00	\$ 360,000.00



Appendix A

**RECEIPTS AND EXPENDITURES BY FUND**

# GENERAL FUND

January 1, 2019 balance... \$ 250,000.00

RECEIPTS	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Taxes	\$ 3,104,576.75	\$ 2,907,740.00	\$ 3,031,705.00	\$ 2,878,375.00
Licenses & Permits	\$ 236,159.66	\$ 224,850.00	\$ 229,140.00	\$ 228,725.00
Fines & Forfeits	\$ 3,547.35	\$ 1,500.00	\$ 3,100.00	\$ 2,900.00
Interest & Rents	\$ 178,772.83	\$ 170,018.40	\$ 178,550.00	\$ 174,569.21
Intergovernmental Revenue	\$ 149,258.83	\$ 140,659.15	\$ 140,853.79	\$ 140,653.79
Charges for Services	\$ 172,235.23	\$ 157,270.00	\$ 180,430.00	\$ 119,965.00
Miscellaneous Revenue	\$ 29,909.65	\$ 14,250.00	\$ 26,200.00	\$ 15,850.00
Other Financing	\$ 700.00	\$ 400.00	\$ 500.00	\$ 500.00
	\$ 3,875,160.30	\$ 3,616,687.55	\$ 3,790,478.79	\$ 3,561,538.00

EXPENDITURES	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Legislative	\$ 109,027.83	\$ 101,040.98	\$ 93,610.00	\$ 99,165.82
Management	\$ 212,985.42	\$ 202,693.86	\$ 197,802.00	\$ 204,873.95
Finance	\$ 96,105.94	\$ 107,080.75	\$ 96,700.00	\$ 97,059.89
Tax Collection	\$ 37,989.42	\$ 38,596.59	\$ 38,119.24	\$ 37,883.59
Legal	\$ 53,298.66	\$ 78,600.00	\$ 62,700.00	\$ 75,000.00
Clerical	\$ 161,397.61	\$ 216,263.98	\$ 185,640.00	\$ 224,274.11
Engineering	\$ 16,274.09	\$ 37,000.00	\$ 24,600.00	\$ 37,000.00
Township Building	\$ 23,145.25	\$ 33,012.00	\$ 26,470.00	\$ 32,604.00
Garage	\$ 19,497.80	\$ 25,644.00	\$ 24,615.00	\$ 27,264.00
Community Hall	\$ 7,113.81	\$ 10,920.00	\$ 8,725.00	\$ 10,212.00
Historical Building	\$ 3,819.05	\$ 5,713.00	\$ 4,750.00	\$ 6,115.00
Hollow Road Rental	\$ 4,478.23	\$ 4,234.00	\$ 200.00	\$ 4,282.00
Springhouse	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
Fire Protection	\$ 332,870.68	\$ 340,980.65	\$ 340,782.65	\$ 366,014.76
Code Enforcement	\$ 134,468.14	\$ 150,728.01	\$ 111,940.00	\$ 172,267.29
Zoning Hearing Board	\$ 64,188.39	\$ 41,108.84	\$ 30,588.41	\$ 39,133.84
PA One Call	\$ 1,319.63	\$ 1,860.00	\$ 1,800.00	\$ 2,700.00
Public Works	\$ 543,273.71	\$ 631,751.91	\$ 604,775.00	\$ 651,031.86
Snow Removal	\$ 50,449.53	\$ 46,875.00	\$ 43,350.00	\$ 42,887.50
Traffic Signals	\$ 15,310.61	\$ 22,340.00	\$ 12,300.00	\$ 22,580.00
Machinery & Tools	\$ 34,395.74	\$ 91,064.00	\$ 83,200.00	\$ 92,064.00
Road Maintenance	\$ 84,943.22	\$ 134,667.00	\$ 108,400.00	\$ 112,915.00
Stormwater Management	\$ 27,284.85	\$ 49,500.00	\$ 8,000.00	\$ 56,400.00
Recreation Administration	\$ 52,743.88	\$ 30,624.22	\$ 18,875.00	\$ 28,335.00
Recreation & Culture	\$ 25,401.35	\$ 51,965.00	\$ 27,890.00	\$ 27,846.00
Parks	\$ 29,261.74	\$ 58,370.00	\$ 35,900.00	\$ 50,788.00
Public Relations	\$ 13,455.63	\$ 19,800.00	\$ 21,200.00	\$ 21,600.00
Other	\$ 8,918,010.37	\$ 1,083,253.76	\$ 1,577,546.49	\$ 1,018,240.40
	\$ 11,072,510.58	\$ 3,616,687.55	\$ 3,790,478.79	\$ 3,561,538.00

2019 GENERAL FUND \$ 0.00

December 31, 2019 balance... \$ 250,000.00

# CAPITAL FUND

January 1, 2019 balance... \$ 11,746,500.00

<b>RECEIPTS</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Projected</b>	<b>2019 Budget</b>
Interest	\$ 35,836.02	\$ 20,000.00	\$ 185,500.00	\$ 180,000.00
Other Government Levels	\$ -	\$ 284,940.00	\$ 25,000.00	\$ 1,352,340.00
Fees	\$ 119,704.75	\$ 16,204.00	\$ 54,600.00	\$ 16,204.00
Transfers In	\$ 8,824,234.62	\$ 976,981.96	\$ 1,394,307.18	\$ 905,987.80
	\$ 8,979,775.39	\$ 1,298,125.96	\$ 1,659,407.18	\$ 2,454,531.80

<b>EXPENDITURES</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Projected</b>	<b>2019 Budget</b>
General Government	\$ 55,892.24	\$ 82,500.00	\$ 101,100.00	\$ 58,000.00
Public Works	\$ 895,873.46	\$ 984,634.00	\$ 512,100.00	\$ 2,493,334.00
Parks & Recreation	\$ 116,054.18	\$ 371,000.00	\$ 195,300.00	\$ 227,500.00
	\$ 1,067,819.88	\$ 1,438,134.00	\$ 808,500.00	\$ 2,778,834.00

**2019 CAPITAL FUND** \$ (324,302.21)

December 31, 2019 balance... \$ 11,422,197.80

# SEWER FUND

January 1, 2019 balance... \$ 646,600.00

RECEIPTS	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Wastewater	\$ 635,700.79	\$ 670,573.90	\$ 770,790.00	\$ 679,717.88
	\$ 635,700.79	\$ 670,573.90	\$ 770,790.00	\$ 679,717.88

EXPENDITURES	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Wastewater	\$ 556,342.78	\$ 668,364.46	\$ 544,540.46	\$ 670,009.66

2019 SEWER FUND \$ 9,708.22

December 31, 2019 balance... \$ 656,308.22

# STATE FUND

January 1, 2019 balance... \$ 26,200.00

RECEIPTS	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Interest	\$ 1,707.29	\$ 400.00	\$ 3,650.00	\$ 1,800.00
Licenses	\$ 350,887.21	\$ 361,632.53	\$ 363,273.08	\$ 366,609.00
	\$ 352,594.50	\$ 362,032.53	\$ 366,923.08	\$ 368,409.00

EXPENDITURES	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Public Works	\$ 365,000.00	\$ 350,000.00	\$ 350,000.00	\$ 360,000.00

2019 STATE FUND \$ 8,409.00

December 31, 2019 balance... \$ 34,609.00

Appendix B

**PROPERTY TAX RATES**

**Worcester Township** boasts the lowest property tax in Montgomery County. The Township's property tax is levied at 0.05 mills, and there is no proposed change to this tax in 2019. The owner of a property in Worcester Township that is assessed at \$400,000 pays \$20 in property tax to the Township. This same owner pays \$1,539 in property tax to Montgomery County (3.849 mills), and \$12,017 in property tax to the Methacton School District (30.0431 mills).

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

**\$885.13 is paid to the Methacton School District**



**\$113.40 is paid to Montgomery County**



**\$1.47 is paid to Worcester Township**

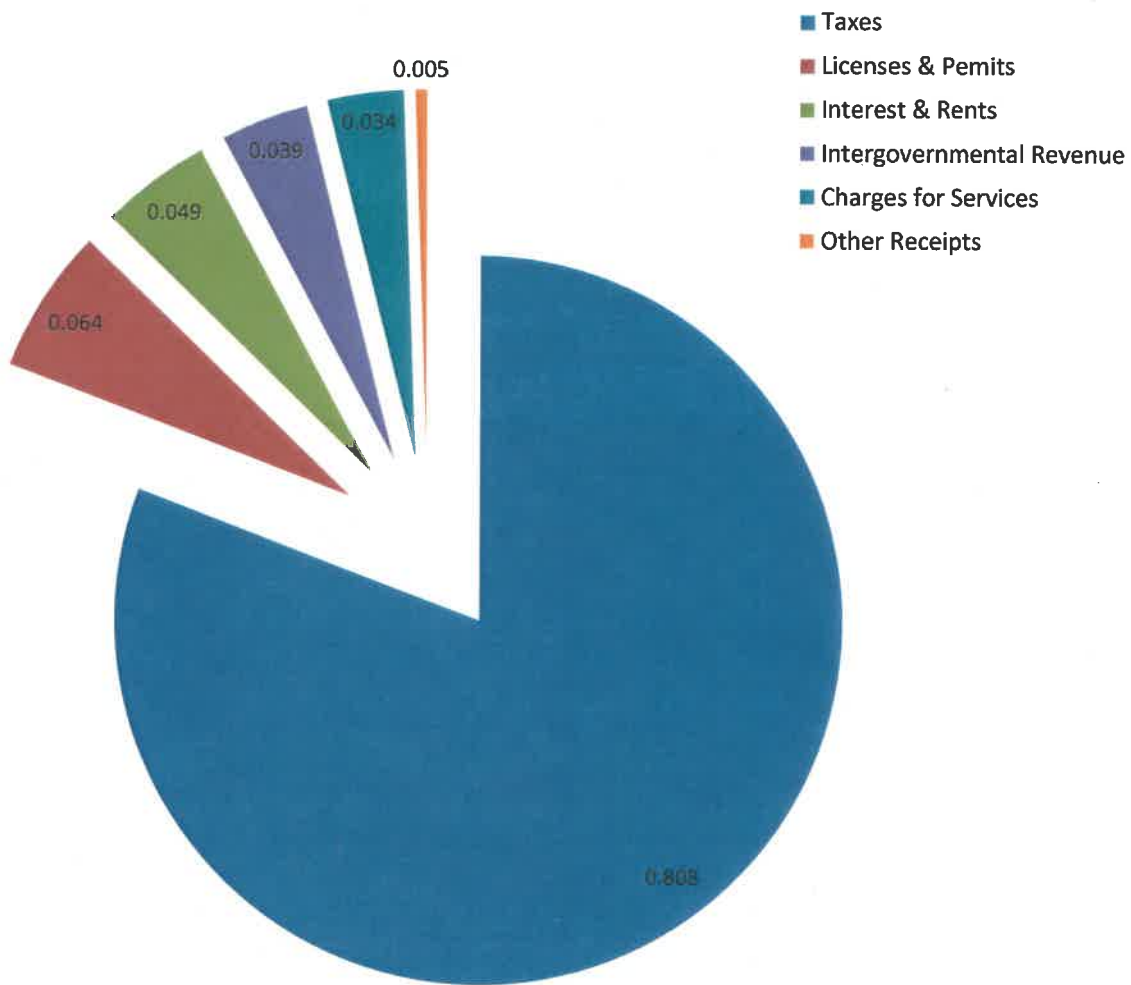


Appendix C

**GENERAL FUND RECEIPTS, BY PERCENT**



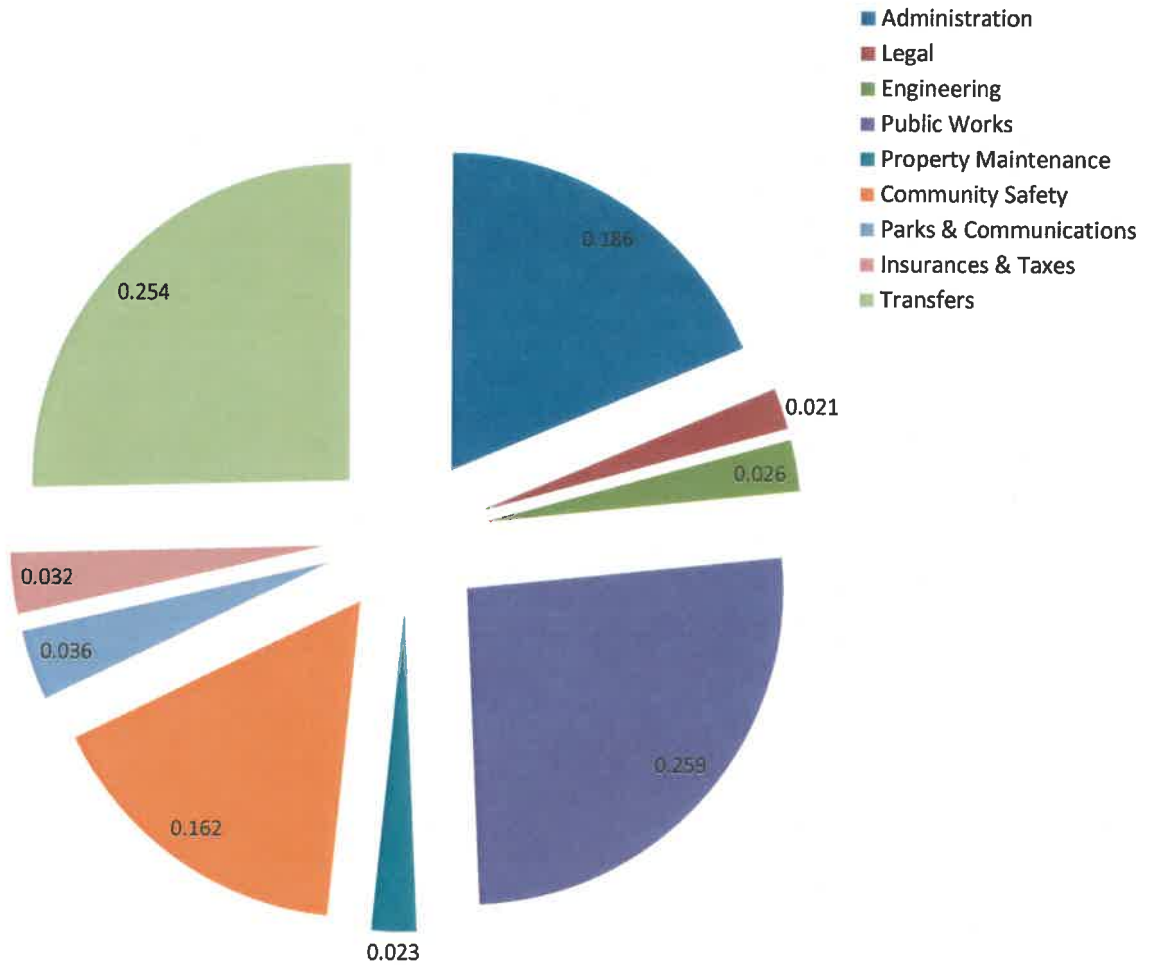
## GENERAL FUND RECEIPTS, BY PERCENT



Appendix D

**GENERAL FUND EXPENDITURES, BY PERCENT**

## GENERAL FUND EXPENDITURES, BY PERCENT



Appendix E

**STAFFING LEVELS & ORGANIZATION CHART**

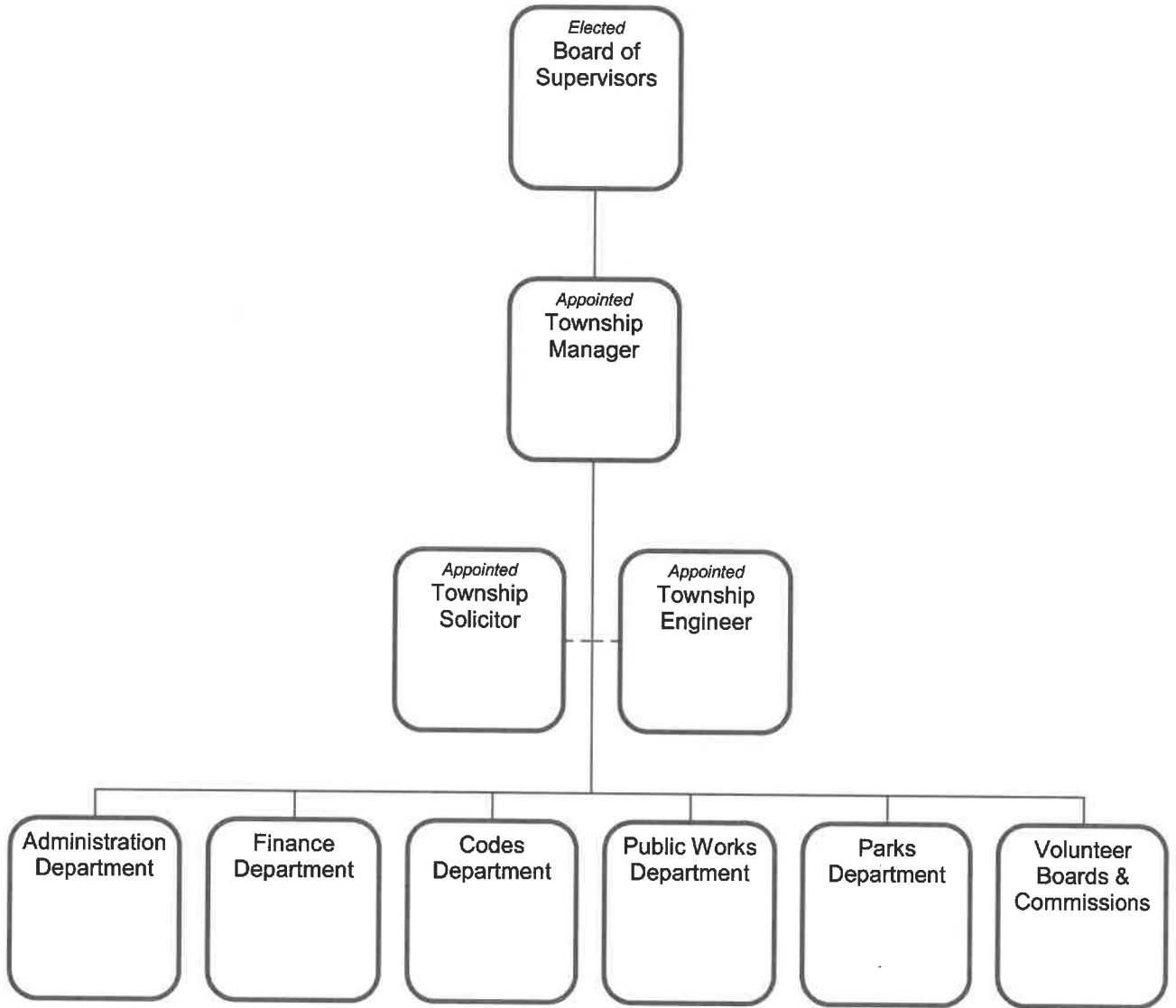
## STAFFING LEVELS

<b>FULL-TIME POSITIONS</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Township Manager	1	1	1
Assistant Manager	0	0	0
Finance Director	1	1	1
Receptionist	0	0	0
Codes Clerk	1	1	1
Parks Director	1	0	0
Administrative Assistant	1	1	1
Public Works Director	1	1	1
Public Works Foreman	1	1	1
Public Works Laborer	5	5	5
	12	11	11

<b>PART-TIME POSITIONS</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Receptionist	1	1	1
Public Works Laborer	1	1	1
Recreation Coordinator	0	1	1
Fire Marshal	1	1	1
File Clerk	1	1	1
	4	5	5

# ORGANIZATION CHART



Appendix F

**2016 GENERAL OBLIGATION BOND DEBT SERVICE SCHEDULE**

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

**Debt Service Schedule**

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

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

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

\* Mandatory Redemption.



Appendix G

**2019 FEE SCHEDULE**

*to be considered at the January 7, 2019 Reorganization Meeting*

Appendix H

**CAPITAL FUND RESERVE BALANCES**

## CAPITAL FUND RESERVE BALANCES

<b>Operating Reserve Fund</b>		
projected balance 1/1/2019	\$	898,400.00
receipts	\$	14,917.39
expenditures	\$	-
projected balance 12/31/19	\$	913,317.39

<b>Capital Reserve Fund</b>		
projected balance 1/1/2019	\$	7,623,920.00
receipts	\$	2,241,074.83
expenditures	\$	2,551,334.00
projected balance 12/31/19	\$	7,313,660.83

<b>Act 209 Fund</b>		
projected balance 1/1/2019	\$	477,280.00
receipts	\$	22,128.95
expenditures	\$	-
projected balance 12/31/19	\$	499,408.95

<b>North Penn ARB Fund</b>		
projected balance 1/1/2019	\$	746,900.00
receipts	\$	12,401.83
expenditures	\$	15,000.00
projected balance 12/31/19	\$	744,301.83

<b>Open Space Acquisition Fund</b>		
projected balance 1/1/2019	\$	1,000,000.00
receipts	\$	147,404.40
expenditures	\$	20,000.00
projected balance 12/31/19	\$	1,127,404.40

<b>Park &amp; Trail Development Fund</b>		
projected balance 1/1/2019	\$	1,000,000.00
receipts	\$	16,604.40
expenditures	\$	192,500.00
projected balance 12/31/19	\$	824,104.40

<b>CAPITAL FUND</b>		
projected balance 1/1/2019	\$	11,746,500.00
receipts	\$	2,454,531.80
expenditures	\$	2,778,834.00
projected balance 12/31/19	\$	11,422,197.80

Appendix I

**FUND BALANCE POLICY**

# WORCESTER TOWNSHIP FUND BALANCE POLICY

## General Fund

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

## Sewer Fund

1. Purpose: Account for the revenue and expenditures related to the operation and maintenance of the Township's sanitary sewer system.
2. Planned use: Restricted by Township policy; ongoing.
3. Minimum: Based on an annual review of the Township's cash flow needs, as well as best management practices, Worcester Township shall carry forward into each Fiscal Year a minimum cash balance of \$100,000.
4. Reserves: The Township shall aim to maintain a minimum \$600,000 capital reserve, which does not include the minimum cash balance.

## Capital Fund

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

## State Fund

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

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

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

Appendix J

**7-YEAR ROAD PROGRAM**

# 7-Year Road Improvement Plan

## Priority 1

<i>road</i>	<i>segment</i>
Dell Road	Water Street to Woodlyn
Heebner Road	Hollow to Kriebel Mill
Hollow Road	Skippack to Fawn
Hollow Road	Fawn to Heebner
Hollow Road	Heebner to Stump Hall
Morris Road	Valley Forge to Sunny Ayre
West Point Pike	Morris to Bethel
Woodlyn Avenue	Dell to Valley Forge
Woodlyn Avenue	Valley Forge extending 250' west

## Priority 2

<i>road</i>	<i>segment</i>
Acorn Lane	
Adair Drive	
Allebach Lane	
Artmar Road	
Barley Lane	
Bayton Road	
Berks Road	Skippack to Morris Road
Beyer Lane	
Brandon Court	
Cedars Hill Road	
Cedars Road	Skippack extending 800' south
Clyston Circle	
Clyston Road	
Cold Springs Road	
Conrad Way	
Country View Lane	
Creedley Road	
Creekside Drive	
Crestline Drive	
Deep Meadow Lane	
Defford Circle	
Defford Road	
Doe Brook	
Dotts Way	
Drake Road	

# 7-Year Road Improvement Plan

## Priority 2 *(continued)*

<i>road</i>	<i>segment</i>
Ernest Lane	
Ethel Ave	
Fieldcrest Way	
Glenview Drive	
Green Hill Road	Kiriebel Mill to Peco ROW
Hanes Way	
Hedwig Lane	
Highview Drive	
Hillcrest Drive	
Hillside Circle	
Hogarth Lane	
Hollis Road	
Kriebel Mill Road	Germantown extending 520' south
Kriebel Mill Road	Water Street to closure
Kriebel Mill Road	Mill to closure
Locust Drive	Conrad to cul-de-sac
Long Meadow Road	
Mann Road	
Markley Avenue	
Merion Way	
Methacton Avenue	
Nyce Way	
Old Orchard Road	
Overhill Drive	
Pawlings Ford Road	
Plumlyn Avenue	
Pondview Drive	
Preble Circle	
Quail Run	
Reichenbach Drive	
Saddle Wood Court	
Scheid Way	
Shearer Road	
Shefley Lane	
Sibel Circle	
Slough Drive	
Smith Road	
Spring Creek Drive	
Stony Creek Road	
Stuart Way	



# 7-Year Road Improvement Plan

## Priority 2 *(continued)*

<i>road</i>	<i>segment</i>
Sunny Ayre Drive	Locust to Warner
Warner Road	
Weigner Road	

## Priority 3

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

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

Appendix K

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

# 10-Year Bridge, Culvert & Storm Sewer Plan

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

\* in proposed 2019 Budget

# 10-Year Bridge, Culvert & Storm Sewer Plan

<i>location</i>	<i>Priority 1</i>	<i>Priority 2</i>
Hollow Road, Stump Hall to Heebner (S)	underpin abutment, install rock protection	
Hollow Road, Zacharias to Deer Creek	remove sediment deposition	patch entire superstructure
Kriebel Mill Road, Water Street to Custer		install rock protection, remove sediment depositon
Kriebel Mill Road, Water Street to Hedwig	underpin abutment	install rock protection, repair curb/headwalls
Landis Road, Hickory Hill to Potshop		install rock protection, remove sediment depositon
Mill Road, Merrybrook to Hollow		repoint superstructure, remove sediment depositon
Quarry Hall Road	replace corrugated metal pipe *	
Spring Hill Road, Trooper to Reiner		remove sediment deposition
Weber Road, Skippack to Curtis	repair structure (masonry), install bridge railing	patch underside of structure, backfill scour, install rock protection
Wentz Church Road, Skippack to Barley		underpin abutment, install rock protection
Woodbridge Lane, Houpt to cul-de-sac	replace deck planks *	

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

Appendix L

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

# 10-Year Park & Property Improvement Plan

<i>facility</i>	<i>improvement(s)</i>
<b>Administrative Office</b>	replace roof, siding, trim, gutters; repaint exterior pave and stripe parking area upgrade landscaping at building entrance replace sign *
<b>Community Hall</b>	upgrade landscaping in/around parking area
<b>Farmers Union Hall</b>	pave and stripe parking area
<b>Sunnybrook Park</b>	pave and stripe parking area install drinking fountain
<b>Mt Kirk Park</b>	expand, pave and stripe parking area install rest rooms install drinking fountain pave trail replace parking area guide rail replace park sign
<b>Heebner Park</b>	pave and stripe parking area replace existing split rail fence with horse style fence reset Gazebo bricks install drinking fountain install sign
<b>Nike Park</b>	pave and stripe parking area install fencing at frontage install sign *
<b>Public Works</b>	replace maintenance garage doors * install storage barn *

\* in proposed 2019 Budget

# 10-Year Park & Property Improvement Plan

<i>facility</i>	<i>improvement(s)</i>
<b>Zacharias Trial</b>	replace fencing install windows in Pioneer House design/install Zacharias trail to Evansburg State Park *
<b>Defford Treatment Plant</b>	system improvements recommended by CRS/WWTP operator
<b>Berwick Treatment Plant</b>	system improvements recommended by CRS/WWTP operator replace roof, siding & gutters

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

\* in proposed 2019 Budget