TREASURER'S REPORT
AND OTHER MONTHLY REPORTS

NOVEMBER 2016

1. Treasurer's Report
2. Planning, Zoning, Parks & Grants 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

agenda item **a)**

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: 11/30/16
Current Period: 11/01/16 to 11/30/16
Prior Year As Of: 11/30/16

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
001-301-100-000	Property Taxes- Current	45,499.53	47,337.00	58.99	46,242.49	0.00	1,094.51-	98
001-301-500-000	Property Taxes- Liened	695.92	600.00	6.37	594.30	0.00	5.70-	99
001-301-600-000	Property Taxes- Interim	308.09	250.00	2.58	225.12	0.00	24.88-	90
	Segment 3 Total	46,503.54	48,187.00	67.94	47,061.91	0.00	1,125.09-	98
001-310-010-000	Per Capita Taxes- Current	4,697.23	5,000.00	209.18	4,577.20	0.00	422.80-	92
001-310-030-000	Per Capita Taxes- Delinquent	978.48	750.00	27.60	886.02	0.00	136.02	118
001-310-100-000	Real Estate Transfer Taxes	347,309.45	250,000.00	22,504.59	288,546.56	0.00	38,546.56	115
001-310-210-000	Earned Income Taxes	2,142,026.48	2,400,000.00	406,985.74	2,518,377.98	0.00	118,377.98	105
001-310-220-000	Earned Income Taxes- Prior Year	0.00	100.00	0.00	0.00	0.00	100.00-	0
001-310-900-000	Impact Fees	50,078.00	56,776.00	0.00	32,038.40	0.00	24,737.60-	56
	Segment 3 Total	2,545,089.64	2,712,626.00	429,727.11	2,844,426.16	0.00	131,800.16	105
001-321-340-000	Trash Hauler Fees	500.00	0.00	0.00	0.00	0.00	0.00	0
001-321-800-000	Franchise Fees	144,233.05	220,000.00	57,705.93	229,986.84	0.00	9,986.84	105
	Segment 3 Total	144,733.05	220,000.00	57,705.93	229,986.84	0.00	9,986.84	105
001-322-820-000	Road Opening Permits	580.00	750.00	0.00	400.00	0.00	350.00-	53
001-322-900-000	Sign Permits	77.65	200.00	0.00	122.15	0.00	77.85-	61
001-322-910-000	Yard Sale Permits	175.00	175.00	0.00	200.00	0.00	25.00	114
001-322-920-000	Solicitation Permits	330.00	100.00	0.00	900.00	0.00	800.00	900
	Segment 3 Total	1,162.65	1,225.00	0.00	1,622.15	0.00	397.15	132
001-331-120-000	Ordinance Violations	3,467.31	2,500.00	10.47	1,350.91	0.00	1,149.09-	54
	Segment 3 Total	3,467.31	2,500.00	10.47	1,350.91	0.00	1,149.09-	54
001-341-000-000	Interest Earnings	17,090.34	20,000.00	1,575.97	36,521.83	0.00	16,521.83	183
	Segment 3 Total	17,090.34	20,000.00	1,575.97	36,521.83	0.00	16,521.83	183
001-342-000-000	Rents & Royalties	18,121.54	25,000.00	1,400.00	13,861.00	0.00	11,139.00-	55

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
001-342-120-000	Cell Tower Rental	120,284.48	130,764.00	7,677.82	117,065.83	0.00	13,698.17-	90
	Segment 3 Total	138,406.02	155,764.00	9,077.82	130,926.83	0.00	24,837.17-	84
001-355-010-000	Public Utility Realty Tax	3,032.59	3,050.00	0.00	2,823.49	0.00	226.51-	93
001-355-040-000	Alcohol License Fees	1,000.00	800.00	0.00	800.00	0.00	0.00	100
001-355-050-000	Foreign Casuality- State Aid	54,891.68	52,000.00	0.00	56,870.40	0.00	4,870.40	109
001-355-070-000	Foreign Fire	101,459.67	105,000.00	0.00	101,086.86	0.00	3,913.14-	96
	Segment 3 Total	160,383.94	160,850.00	0.00	161,580.75	0.00	730.75	100
001-357-080-000	Tennis Court Grant	97,003.00	10,000.00	0.00	8,822.00	0.00	1,178.00-	88
001-357-081-000	DCED Zacharias Trail -2014/2015	0.00	10,000.00	0.00	0.00	0.00	10,000.00-	0
	Segment 3 Total	97,003.00	20,000.00	0.00	8,822.00	0.00	11,178.00-	44
001-361-300-000	Land Development Fees	15,150.00	5,000.00	0.00	7,850.00	0.00	2,850.00	157
001-361-330-000	Conditional Use Fees	250.00	1,200.00	0.00	0.00	0.00	1,200.00-	0
001-361-340-000	Zoning Hearing Board Fees	2,900.00	1,000.00	2,250.00	9,000.00	0.00	8,000.00	900
001-361-500-000	Map And Publication Sales	18.00	15.00	0.00	49.66	0.00	34.66	331
	Segment 3 Total	18,318.00	7,215.00	2,250.00	16,899.66	0.00	9,684.66	234
001-362-410-000	Building Permit Fees	203,177.64	200,000.00	2,508.40	162,226.11	0.00	37,773.89-	81
001-362-420-000	Zoning Permit Fees	12,423.00	10,000.00	340.00	12,937.50	0.00	2,937.50	129
001-362-450-000	Commercial U&O Fees	275.00	500.00	0.00	775.00	0.00	275.00	155
001-362-460-000	Driveway Permit Fees	880.00	880.00	0.00	490.00	0.00	390.00-	56
	Segment 3 Total	216,755.64	211,380.00	2,848.40	176,428.61	0.00	34,951.39-	83
001-367-342-000	Park Cell Tower Rental	20,818.68	20,820.00	0.00	17,348.90	0.00	3,471.10-	83
001-367-400-000	PRPS Ticket Sales	8,328.48	8,000.00	0.00	5,497.95	0.00	2,502.05-	69
001-367-408-000	Sports & Lesson Fees	27,171.00	30,000.00	0.00	20,528.00	0.00	9,472.00-	68
001-367-409-000	Park Trips	7,030.73	7,500.00	637.00	7,714.65	0.00	214.65	103
001-367-420-000	Park Miscellaneous	3,465.50	1,500.00	35.00	8,289.16	0.00	6,789.16	553
	Segment 3 Total	66,814.39	67,820.00	672.00	59,378.66	0.00	8,441.34-	88
001-381-000-000	Miscellaneous Income	8,408.62	1,000.00	4.25	27,802.51	0.00	26,802.51	***

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
	Segment 3 Total	8,408.62	1,000.00	4.25	27,802.51	0.00	26,802.51	***
001-383-200-000	Escrow Administration	2,101.00	800.00	100.00	700.00	0.00	100.00-	88
	Segment 3 Total	2,101.00	800.00	100.00	700.00	0.00	100.00-	88
001-392-300-000	Transfer From Capital Fund	0.00	383,872.00	0.00	383,872.00	0.00	0.00	100
	Segment 3 Total	0.00	383,872.00	0.00	383,872.00	0.00	0.00	100
001-395-000-000	Refund of Prior Year Expenditures	0.00	0.00	0.00	159.95	0.00	159.95	0
	Segment 3 Total	0.00	0.00	0.00	159.95	0.00	159.95	0
	Revenue Total	3,466,237.14	4,013,239.00	504,039.89	4,127,540.77	0.00	114,301.77	103

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-400-000-000	LEGISLATIVE BODY:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-400-110-000	Legislative- Payroll	7,560.00	7,500.00	630.00	6,930.00	0.00	570.00	92
001-400-150-000	Legislative- Benefits	64,937.90	65,750.00	5,475.73	60,233.03	0.00	5,516.97	92
001-400-312-000	Legislative- Consultant Services	44,207.32	49,590.00	3,400.00	37,797.00	0.00	11,793.00	76
001-400-337-000	Legislative- Mileage Reimbursement	220.80	250.00	0.00	311.04	0.00	61.04-	124
001-400-420-000	Legislative- Dues & Subscriptions	4,596.00	2,500.00	275.00	1,027.00	0.00	1,473.00	41
001-400-460-000	Legislative- Meetings & Seminars	3,457.32	3,500.00	0.00	4,118.67	0.00	618.67-	118
	Segment 3 Total	124,979.34	129,090.00	9,780.73	110,416.74	0.00	18,673.26	86
001-401-000-000	MANAGER:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-401-120-000	Management- Payroll	99,066.51	96,250.00	0.00	77,975.74	0.00	18,274.26	81
001-401-150-000	Management- Benefits	32,394.37	46,488.00	519.24	45,090.64	0.00	1,397.36	97
001-401-231-000	Management- Auto/Travel	0.00	100.00	0.00	0.00	0.00	100.00	0
001-401-312-000	Management- Consultant Services	480.00	10,000.00	0.00	3,164.58	0.00	6,835.42	32
001-401-321-000	Management- Mobile Phone	323.09	600.00	50.00	550.00	0.00	50.00	92
001-401-337-000	Management- Mileage Reimbursement	3,500.00	4,800.00	400.00	4,400.00	0.00	400.00	92
001-401-460-000	Management- Meetings & Seminars	1,148.50	1,800.00	0.00	842.06	0.00	957.94	47
	Segment 3 Total	136,912.47	160,038.00	969.24	132,023.02	0.00	28,014.98	82

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-402-000-000	FINANCIAL ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-402-120-000	Finance- Payroll	83,483.65	60,391.00	4,732.40	62,745.36	0.00	2,354.36-	104
001-402-150-000	Finance- Benefits	26,081.70	23,977.00	1,744.36	28,552.93	0.00	4,575.93-	119
001-402-321-000	Finance- Mobile Phone	595.41	384.00	0.00	18.94	0.00	365.06	5
001-402-337-000	Finance- Mileage Reimbursement	375.31	300.00	0.00	210.64	0.00	89.36	70
001-402-460-000	Finance- Meeting & Seminars	381.64	500.00	40.00	266.94	0.00	233.06	53
	Segment 3 Total	110,917.71	85,552.00	6,516.76	91,794.81	0.00	6,242.81-	107
001-403-000-000	TAX COLLECTION:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-403-110-000	Tax Collection- Payroll	2,548.69	2,367.00	0.00	2,383.42	0.00	16.42-	101
001-403-150-000	Tax Collection- Benefits	194.97	181.00	0.00	182.33	0.00	1.33-	101
001-403-210-000	Tax Collection- Office Supplies	3,963.95	5,000.00	0.00	3,448.49	0.00	1,551.51	69
001-403-310-000	Tax Collection- Professional Services	32,189.87	42,000.00	5,006.71	31,153.85	0.00	10,846.15	74
	Segment 3 Total	38,897.48	49,548.00	5,006.71	37,168.09	0.00	12,379.91	75
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	73,603.88	60,000.00	8,417.41	55,781.78	0.00	4,218.22	93
001-404-320-000	Legal- RTK Services	66,222.65	50,000.00	1,192.00	44,173.62	0.00	5,826.38	88
	Segment 3 Total	139,826.53	110,000.00	9,609.41	99,955.40	0.00	10,044.60	91
001-405-000-000	CLERICAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-405-140-000	Clerical- Payroll	82,104.57	77,980.00	7,052.80	69,410.71	0.00	8,569.29	89
001-405-150-000	Clerical- Benefits	54,006.69	45,319.00	3,304.20	46,834.30	0.00	1,515.30-	103
001-405-210-000	Clerical- Office Supplies	5,635.66	8,000.00	548.68	4,473.45	0.00	3,526.55	56
001-405-310-000	Payroll Services	13,167.44	13,520.00	1,052.69	12,602.06	0.00	917.94	93
001-405-321-000	Clerical- Telephone	5,489.75	6,000.00	157.52	5,376.84	0.00	623.16	90
001-405-325-000	Postage	3,012.06	4,500.00	17.53	4,138.21	0.00	361.79	92
001-405-337-000	Clerical- Mileage Reimbursement	164.10	150.00	8.64	123.55	0.00	26.45	82
001-405-340-000	Clerical- Advertisement	8,928.26	7,000.00	70.13	3,386.00	0.00	3,614.00	48
001-405-460-000	Clerical- Meetings & Seminars	784.50	1,000.00	80.00	944.81	0.00	55.19	94
001-405-465-000	Computer Expense	20,937.84	15,000.00	570.20	19,425.51	0.00	4,425.51-	130
001-405-470-000	Clerical- Other Expense	12,229.01	10,000.00	781.24	12,735.46	0.00	2,735.46-	127
	Segment 3 Total	206,459.88	188,469.00	13,643.63	179,450.90	0.00	9,018.10	95
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	44,151.64	30,000.00	0.00	27,495.88	0.00	2,504.12	92

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	Segment 3 Total	44,151.64	30,000.00	0.00	27,495.88	0.00	2,504.12	92
001-409-000-000	GOVERNMENT BUILDINGS & PLANT:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-409-136-000	Administration- Utilities	8,769.41	10,000.00	364.30	7,217.65	0.00	2,782.35	72
001-409-137-000	Administration- Maintenance & Repairs	14,290.54	12,500.00	1,553.80	17,733.82	0.00	5,233.82-	142
001-409-142-000	Administration- Alarm Service	3,533.96	3,500.00	173.00	2,297.44	0.00	1,202.56	66
001-409-147-000	Administration- Other Expenses	2,300.63	1,000.00	0.00	1,372.01	0.00	372.01-	137
001-409-171-000	WIP- Admin Entryway Glass Protection	0.00	25,000.00	0.00	4,460.00	0.00	20,540.00	18
001-409-236-000	Garage- Utilities	9,755.22	15,000.00	298.03	7,840.96	0.00	7,159.04	52
001-409-237-000	Garage- Maintenance & Repairs	10,872.84	10,000.00	444.90	9,224.82	0.00	775.18	92
001-409-242-000	Garage- Alarm Service	639.80	650.00	45.00	957.96	0.00	307.96-	147
001-409-247-000	Garage- Other Expenses	229.97	250.00	0.00	1.70	0.00	248.30	1
001-409-373-000	Preserve Farmhouse	10,568.98	15,000.00	0.00	15,403.09-	0.00	30,403.09	103-
001-409-436-000	Community Hall- Utilities	4,099.19	5,200.00	87.16	2,771.96	0.00	2,428.04	53
001-409-437-000	Community Hall- Maintenance & Repairs	3,605.81	3,000.00	226.82	5,120.14	0.00	2,120.14-	171
001-409-447-000	Community Hall- Other Expenses	84.55	500.00	0.00	425.52	0.00	74.48	85
001-409-536-000	Historical Bldg- Utilities	3,992.23	5,000.00	72.41	1,961.54	0.00	3,038.46	39
001-409-537-000	Historical Bldg- Maintenance & Repairs	772.68	2,000.00	49.47	2,573.47	0.00	573.47-	129
001-409-636-000	Hollow Rd Rental- Utilities	2,342.04	0.00	0.00	104.32	0.00	104.32-	0
001-409-637-000	Hollow Rd Rental- Maintenance & Repairs	8,851.81	5,000.00	0.00	2,105.51	0.00	2,894.49	42
001-409-702-000	WIP- Public Works - Alarm /Cameras	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
001-409-703-000	WIP- Salt Building	0.00	544,573.00	0.00	500,275.31	0.00	44,297.69	92
001-409-737-000	Springhouse- Maintenance & Repairs	0.00	500.00	0.00	350.00	0.00	150.00	70
	Segment 3 Total	84,709.66	663,673.00	3,314.89	551,391.04	0.00	112,281.96	83
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	22,933.69	25,000.00	847.02	23,125.51	0.00	1,874.49	92
001-411-540-000	Fire Protection- WVFD Contributions	301,659.67	305,000.00	0.00	301,286.86	0.00	3,713.14	99
	Segment 3 Total	324,593.36	330,000.00	847.02	324,412.37	0.00	5,587.63	98
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	0.00	8,500.00	410.00	4,303.60	0.00	4,196.40	51
001-413-110-150	Fire Marshal- Benefits	0.00	650.00	35.47	372.29	0.00	277.71	57
001-413-140-000	Code Enforcement- Payroll	104,051.23	105,750.00	13,615.63	90,118.83	0.00	15,631.17	85
001-413-150-000	Code Enforcement- Benefits	75,194.68	61,152.00	6,064.52	39,935.32	0.00	21,216.68	65
001-413-210-000	Code Enforcement- Supplies	2,735.62	7,000.00	0.00	2,322.50	0.00	4,677.50	33
001-413-312-000	Code Enforcement- Consultant Services	70,470.00	73,000.00	5,735.00	59,516.00	0.00	13,484.00	82

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-413-313-000	Code Enforcement- Engineering	0.00	500.00	0.00	0.00	0.00	500.00	0
001-413-314-000	Code Enforcement- UCC Appeal	0.00	500.00	0.00	0.00	0.00	500.00	0
001-413-321-000	Code Enforcement- Mobile Phone	374.29	300.00	0.00	0.00	0.00	300.00	0
001-413-337-000	Code Enforcement- Mileage Reimbursement	490.78	750.00	0.00	382.32	0.00	367.68	51
001-413-460-000	Code Enforcement- Meetings & Seminars	2,450.61	500.00	40.00	254.50	0.00	245.50	51
	Segment 3 Total	255,767.21	258,602.00	25,900.62	197,205.36	0.00	61,396.64	76
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	200.00	2,400.00	0.00	1,050.00	0.00	1,350.00	44
001-414-150-000	Zoning- Benefits	15.32	184.00	0.00	80.43	0.00	103.57	44
001-414-310-000	Zoning- Professional Services	452.00	4,000.00	0.00	1,715.50	0.00	2,284.50	43
001-414-313-000	Zoning- Engineering	14,042.35	12,000.00	0.00	3,640.28	0.00	8,359.72	30
001-414-314-000	Zoning- Legal	5,383.89	15,000.00	0.00	10,168.00	0.00	4,832.00	68
001-414-315-000	Zoning- Conditional Use	112,468.53	15,000.00	0.00	54,838.44	0.00	39,838.44-	366
001-414-341-000	Zoning- Advertisement	814.66	1,500.00	0.00	1,927.10	0.00	427.10-	128
001-414-460-000	Zoning- Meetings & Seminars	71.00	250.00	0.00	62.82	0.00	187.18	25
	Segment 3 Total	133,447.75	50,334.00	0.00	73,482.57	0.00	23,148.57-	146
001-419-000-000	OTHER PUBLIC SAFETY:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-419-242-000	PA One Call	637.82	600.00	68.97	1,942.88	0.00	1,342.88-	324
	Segment 3 Total	637.82	600.00	68.97	1,942.88	0.00	1,342.88-	324
001-430-000-000	PUBLIC WORKS - ADMIN:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-430-140-000	Public Works- Payroll	340,145.06	370,867.00	27,954.78	328,767.93	0.00	42,099.07	89
001-430-150-000	Public Works- Benefits	169,574.95	148,252.00	9,748.33	153,222.88	0.00	4,970.88-	103
001-430-238-000	Public Works- Uniforms	5,546.21	6,000.00	415.20	6,130.41	0.00	130.41-	102
001-430-326-000	Public Works- Mobile phones	2,749.98	3,000.00	92.79	2,415.42	0.00	584.58	81
001-430-460-000	Public Works- Meetings & Seminars	1,005.52	1,000.00	280.00	1,092.02	0.00	92.02-	109
001-430-470-000	Public Works- Other Expenses	1,876.84	1,500.00	126.02	3,004.30	0.00	1,504.30-	200
	Segment 3 Total	520,898.56	530,619.00	38,617.12	494,632.96	0.00	35,986.04	93
001-433-000-000	TRAFFIC CONTROL DEVICES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-433-313-000	Traffic Signal- Engineering	6,749.65	15,000.00	0.00	5,690.41	0.00	9,309.59	38
001-433-361-000	Traffic Signal- Electricity	3,752.61	4,500.00	262.19	3,306.97	0.00	1,193.03	73
001-433-374-000	Traffic Signal- Maintenance	25,931.25	20,000.00	417.60	15,585.11	0.00	4,414.89	78

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	Segment 3 Total	36,433.51	39,500.00	679.79	24,582.49	0.00	14,917.51	62
001-437-000-000	REPAIRS OF TOOLS AND MACHINERY:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-437-250-000	Machinery & Tools- Vehicle Maintenance	67,979.60	45,000.00	279.04	33,294.02	0.00	11,705.98	74
001-437-260-000	Machinery & Tools- Small Tools	7,930.69	6,000.00	110.57	5,922.95	0.00	77.05	99
001-437-370-000	Machinery & Tools- Small Tool Repairs	0.00	500.00	0.00	300.00	0.00	200.00	60
	Segment 3 Total	75,910.29	51,500.00	389.61	39,516.97	0.00	11,983.03	77
001-438-000-000	ROADS & BRIDGES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-438-231-000	Gasoline	4,313.07	6,000.00	195.92	3,418.26	0.00	2,581.74	57
001-438-232-000	Diesel Fuel	19,235.45	25,000.00	711.09	10,570.31	0.00	14,429.69	42
001-438-242-000	Road Signs	2,523.39	3,000.00	0.00	3,283.52	0.00	283.52-	109
001-438-245-000	Road Supplies	19,821.06	25,000.00	1,606.09	14,995.64	0.00	10,004.36	60
001-438-300-000	Contractor- Snow	5,339.25	15,000.00	0.00	7,062.50	0.00	7,937.50	47
001-438-313-000	Engineering	23,932.39	45,000.00	1,901.32	64,908.50	0.00	19,908.50-	144
001-438-370-000	Road Program- Contractor	461,717.95	500,000.00	0.00	390,160.68	0.00	109,839.32	78
	Segment 3 Total	536,882.56	619,000.00	4,414.42	494,399.41	0.00	124,600.59	80
001-439-701-000	Fixed Assets Purchased	6,015.66-	139,250.00	0.00	0.00	0.00	139,250.00	0
	Segment 3 Total	6,015.66-	139,250.00	0.00	0.00	0.00	139,250.00	0
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	29,591.96	60,000.00	1,914.00	21,385.82	0.00	38,614.18	36
	Segment 3 Total	29,591.96	60,000.00	1,914.00	21,385.82	0.00	38,614.18	36
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	43,894.59	32,500.00	0.00	32,750.00	0.00	250.00-	101
001-451-150-000	Recreation- Benefits	25,513.89	16,331.00	0.00	26,873.69	0.00	10,542.69-	165
001-451-326-000	Recreation- Mobile Phone	0.00	408.00	0.00	0.00	0.00	408.00	0
	Segment 3 Total	69,408.48	49,239.00	0.00	59,623.69	0.00	10,384.69-	121
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)	8,013.00	7,750.00	0.00	5,639.00	0.00	2,111.00	73
001-452-248-000	Camps & Sport Leagues	26,399.25	27,000.00	0.00	18,475.99	0.00	8,524.01	68
001-452-249-000	Bus Trips	6,685.01	6,500.00	1,450.00	9,481.34	0.00	2,981.34-	146

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
001-452-520-000	Library	6,000.00	6,000.00	0.00	6,000.00	0.00	0.00	100
	Segment 3 Total	47,097.26	47,250.00	1,450.00	39,596.33	0.00	7,653.67	84
001-454-000-000	PARKS:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-454-337-000	Park Auto/Mileage	200.78	500.00	0.00	373.10	0.00	126.90	75
001-454-436-000	Heebner Park- Utilities	2,429.31	3,000.00	156.29	2,716.57	0.00	283.43	91
001-454-437-001	Heebner Park- Athletic Fields	15,127.57	15,000.00	247.00	8,101.52	0.00	6,898.48	54
001-454-437-002	Heebner Park- Expenses	9,901.69	20,000.00	490.74	9,229.84	0.00	10,770.16	46
001-454-438-001	Mount Kirk Park- Athletic Fields	1,275.17	5,000.00	0.00	1,352.89	0.00	3,647.11	27
001-454-438-002	Mount Kirk Park- Expenses	487.61	500.00	0.00	392.81	0.00	107.19	79
001-454-439-001	Sunny Brook Park- Athletic Fields	3,626.41	4,000.00	0.00	2,330.22	0.00	1,669.78	58
001-454-439-002	Sunny Brook Park- Expenses	1,204.57	2,400.00	145.14	1,504.05	0.00	895.95	63
001-454-440-000	Trail Expenses	850.15	5,000.00	0.00	4,246.88	0.00	753.12	85
001-454-446-000	Sunny Brook Park- Utilities	1,310.51	1,200.00	67.66	726.54	0.00	473.46	61
001-454-450-000	Nike Park Expense	0.00	500.00	0.00	48.58	0.00	451.42	10
001-454-460-000	Parks- Seminars & Meetings	836.74	1,000.00	0.00	1,095.04	0.00	95.04-	110
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	2,000.00	0.00	0.00	0.00	2,000.00	0
001-454-480-000	Trail Expenses	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
001-454-701-000	WIP- Resurface Tennis Courts	0.00	20,000.00	0.00	18,041.69	0.00	1,958.31	90
001-454-702-000	WIP- Heebner Park Soccer Field	0.00	120,000.00	6,437.81	153,436.44	0.00	33,436.44-	128
001-454-703-000	WIP- Defford Road Park	0.00	0.00	0.00	1,246.50	0.00	1,246.50-	0
	Segment 3 Total	37,250.51	202,600.00	7,544.64	204,842.67	0.00	2,242.67-	101
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	11,857.22	20,000.00	0.00	9,277.81	0.00	10,722.19	46
001-459-430-000	Public Relations	0.00	250.00	0.00	179.99	0.00	70.01	72
	Segment 3 Total	11,857.22	20,250.00	0.00	9,457.80	0.00	10,792.20	47
001-461-000-000	CONSERVATION OF NATURAL RESOURCES:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-461-710-000	Nat'L Res/Open Space Land Acquisition	17.00	1,624.00	0.00	0.00	0.00	1,624.00	0
001-461-711-000	North Penn Lra Acquisition	17,419.33	80,500.00	590.13	18,703.48	0.00	61,796.52	23
	Segment 3 Total	17,436.33	82,124.00	590.13	18,703.48	0.00	63,420.52	23
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	307.80	6,000.00	2,816.52-	0.00	0.00	6,000.00	0

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	Segment 3 Total	307.80	6,000.00	2,816.52-	0.00	0.00	6,000.00	0
001-486-000-000	INSURANCE:	0.00	0.00	0.00	0.00	0.00	0.00	0
001-486-350-000	Insurances	112,344.80	110,000.00	1,541.00	103,876.38	0.00	6,123.62	94
	Segment 3 Total	112,344.80	110,000.00	1,541.00	103,876.38	0.00	6,123.62	94
	Expend Total	3,090,704.47	4,013,238.00	129,982.17	3,337,357.06	0.00	675,880.94	83

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
008-341-000-000	Interest Earnings	2,459.09	187.00	31.52	616.85	0.00	429.85	330
008-341-100-000	Interest- Special District	0.00	13,763.00	0.00	0.00	0.00	13,763.00-	0
	Segment 3 Total	2,459.09	13,950.00	31.52	616.85	0.00	13,333.15-	4
008-364-110-000	Tapping Fees	0.00	17,500.00	8,152.66	498,792.04	0.00	481,292.04	***
008-364-114-000	Sewer Expansion Hickory Hill	0.00	71,130.00	0.00	0.00	0.00	71,130.00-	0
008-364-120-000	Sewer Fees- Residential	382,338.80	425,592.00	13,901.32	420,183.61	0.00	5,408.39-	99
008-364-130-000	Sewer Fees- Commercial	144,877.95	155,536.00	15,762.26	149,186.27	0.00	6,349.73-	96
008-364-140-000	Late Fees	4,749.95	5,200.00	961.47	6,603.04	0.00	1,403.04	127
008-364-150-000	Certification Fees	1,025.00	1,200.00	80.00	1,060.00	0.00	140.00-	88
008-364-190-000	Liens	60.00	280.00	0.00	376.00	0.00	96.00	134
	Segment 3 Total	533,051.70	676,438.00	38,857.71	1,076,200.96	0.00	399,762.96	159
008-392-300-000	Transfer from Capital Fund	0.00	142,043.00	0.00	0.00	0.00	142,043.00-	0
	Segment 3 Total	0.00	142,043.00	0.00	0.00	0.00	142,043.00-	0
008-393-130-000	Proceeds-Gen Obligation Note	0.00	140,823.00	0.00	0.00	0.00	140,823.00-	0
	Segment 3 Total	0.00	140,823.00	0.00	0.00	0.00	140,823.00-	0
008-395-000-000	Refund of Prior Year Expenditures	0.00	0.00	0.00	32.55	0.00	32.55	0
	Segment 3 Total	0.00	0.00	0.00	32.55	0.00	32.55	0
	Revenue Total	535,510.79	973,254.00	38,889.23	1,076,850.36	0.00	103,596.36	111

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
008-402-000-000	WASTE WATER FINANCIAL ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-402-470-000	Financial / CD Fees	63.19-	0.00	0.00	10.00	0.00	10.00-	0
	Segment 3 Total	63.19-	0.00	0.00	10.00	0.00	10.00-	0
008-405-000-000	WASEWATER CLERICAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-405-150-000	Administratiave Staff Costs	52,836.82	47,154.00	0.00	23,576.36	0.00	23,577.64	50

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	Segment 3 Total	52,836.82	47,154.00	0.00	23,576.36	0.00	23,577.64	50
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	862.98	1,200.00	0.00	932.10	0.00	267.90	78
008-429-300-000	Other Expenses	581.25-	6,000.00	15.00	24,882.77	0.00	18,882.77-	415
008-429-313-000	Engineering	9,375.88	12,000.00	0.00	10,630.91	0.00	1,369.09	89
008-429-314-000	Legal	1,333.00	5,000.00	0.00	330.23	0.00	4,669.77	7
008-429-316-000	Plant Operations	167,428.12	173,196.00	13,916.61	152,357.41	0.00	20,838.59	88
008-429-321-000	Telephone	817.02	850.00	68.10	758.67	0.00	91.33	89
008-429-361-000	Utilities	109,844.09	109,940.00	7,798.70	103,961.37	0.00	5,978.63	95
008-429-366-000	Water	268.06	400.00	0.00	389.14	0.00	10.86	97
008-429-374-000	Equipment & Repairs	20,550.99	16,000.00	1,761.86	13,940.14	0.00	2,059.86	87
008-429-421-001	Center Point- Operations	10,734.46	11,011.00	978.06	10,396.01	0.00	614.99	94
008-429-421-002	Center Point- Utilities & Repairs	3,644.18	4,000.00	986.42	6,237.65	0.00	2,237.65-	156
008-429-422-001	Meadowood- Operations	20,420.89	21,907.00	1,562.29	17,018.56	0.00	4,888.44	78
008-429-422-002	Meadowood- Utilities & Repairs	3,150.74	350.00	34.23	508.58	0.00	158.58-	145
008-429-423-001	Heritage Village- Operations	9,543.59	10,297.00	877.60	9,290.95	0.00	1,006.05	90
008-429-423-002	Heritage Village- Utilities & Repairs	3,165.18	2,500.00	169.20	3,122.69	0.00	622.69-	125
008-429-424-001	Fawn Creek- Operations	10,038.06	9,790.00	919.31	9,941.23	0.00	151.23-	102
008-429-424-002	Fawn Creek- Utilities & Repairs	7,780.98	2,700.00	259.00	2,573.68	0.00	126.32	95
008-429-425-001	Chadwick Place- Operations	10,191.61	10,460.00	930.98	10,046.52	0.00	413.48	96
008-429-425-002	Chadwick Place- Utilities & Repairs	3,722.57	3,500.00	565.69	3,471.36	0.00	28.64	99
008-429-426-001	Adair Pump- Operations	7,867.46	8,070.00	2,459.65	9,559.05	0.00	1,489.05-	118
008-429-426-002	Adair Pump- Utilities & Repairs	5,438.51	4,000.00	122.39	4,556.35	0.00	556.35-	114
008-429-670-000	WIP- Valley Green Upgrade	0.00	0.00	0.00	845.49	0.00	845.49-	0
008-429-671-000	WIP- Hickory Hill Expansion	0.00	200,000.00	0.00	204,792.66	0.00	4,792.66-	102
008-429-700-000	Capital Improvements	0.00	170,200.00	0.00	0.00	0.00	170,200.00	0
008-429-800-000	Depreciation	258,200.00	0.00	0.00	0.00	0.00	0.00	0
	Segment 3 Total	663,797.12	783,371.00	33,425.09	600,543.52	0.00	182,827.48	77
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	0.00	90,868.00	0.00	0.00	0.00	90,868.00	0
	Segment 3 Total	0.00	90,868.00	0.00	0.00	0.00	90,868.00	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	50,134.08	48,728.00	0.00	24,947.38	0.00	23,780.62	51
	Segment 3 Total	50,134.08	48,728.00	0.00	24,947.38	0.00	23,780.62	51

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
008-475-000-000	Fiscal Agent Fees- 2016 Bond	0.00	0.00	0.00	74,471.67	0.00	74,471.67-	0
	Segment 3 Total	0.00	0.00	0.00	74,471.67	0.00	74,471.67-	0
008-486-000-000	INSURANCE:	0.00	0.00	0.00	0.00	0.00	0.00	0
008-486-350-000	Insurance Expense	3,243.20	3,134.00	0.00	1,567.20	0.00	1,566.80	50
	Segment 3 Total	3,243.20	3,134.00	0.00	1,567.20	0.00	1,566.80	50
	Expend Total	769,948.03	973,255.00	33,425.09	725,116.13	0.00	248,138.87	74

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
030-341-000-000	Interest Earnings	9,662.11	6,629.00	4,920.17	10,932.13	0.00	4,303.13	165
	Segment 3 Total	9,662.11	6,629.00	4,920.17	10,932.13	0.00	4,303.13	165
030-392-040-000	Transfer from Revolving Fund	0.00	0.00	0.00	349,823.02	0.00	349,823.02	0
	Segment 3 Total	0.00	0.00	0.00	349,823.02	0.00	349,823.02	0
	Revenue Total	9,662.11	6,629.00	4,920.17	360,755.15	0.00	354,126.15	***

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	1,646.14	750.00	0.00	645.68	0.00	104.32	86
	Segment 3 Total	1,646.14	750.00	0.00	645.68	0.00	104.32	86
030-409-000-000	GOVERNMENT BUIILDINGS & PLANTS:	0.00	0.00	0.00	0.00	0.00	0.00	0
030-492-010-000	Transfer to General Fund	0.00	383,872.00	0.00	383,872.00	0.00	0.00	100
	Segment 3 Total	0.00	383,872.00	0.00	383,872.00	0.00	0.00	100
	Expend Total	1,646.14	384,622.00	0.00	384,517.68	0.00	104.32	100

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
035-341-000-000	Interest Earnings	251.21	198.00	0.57	838.06	0.00	640.06	423
	Segment 3 Total	251.21	198.00	0.57	838.06	0.00	640.06	423
035-355-020-000	Liquid Fuel Funds	277,220.69	315,332.00	0.00	325,426.98	0.00	10,094.98	103
	Segment 3 Total	277,220.69	315,332.00	0.00	325,426.98	0.00	10,094.98	103
	Revenue Total	277,471.90	315,530.00	0.57	326,265.04	0.00	10,735.04	103

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
035-432-000-000	WINTER MAINTENANCE- SNOW REMOVAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
035-432-250-000	Snow & Ice Removal	48,064.82	40,000.00	0.00	41,281.07	0.00	1,281.07-	103
	Segment 3 Total	48,064.82	40,000.00	0.00	41,281.07	0.00	1,281.07-	103
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	275,000.00	275,530.00	0.00	344,000.00	0.00	68,470.00-	125
	Segment 3 Total	275,000.00	275,530.00	0.00	344,000.00	0.00	68,470.00-	125
	Expend Total	323,064.82	315,530.00	0.00	385,281.07	0.00	69,751.07-	122

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

Board of Supervisors:
SUSAN G. CAUGHLAN, CHAIR
STEPHEN C. QUIGLEY, VICE CHAIR
ARTHUR C. BUSTARD, MEMBER

1721 Valley Forge Road
P.O. Box 767
Worcester, PA 19490

Planning, Zoning, Parks & Grants Report
November 2016

Planning Commission (November 10)

- Whitehall Estates (LD 2015-03) – completed review of a Preliminary Plan for a 39-lot subdivision at Whitehall Road; motioned to Board of Supervisors
- Spang (LD 2016-04) – completed review of Preliminary/Final Plan of lot line change at Green Hill Road; motioned to Board of Supervisors
- Sparango Construction Co. (LD 2016-05) – reviewed a Preliminary Plan for an 8-lot subdivision at Berks Road
- Sparango Land Partnership II, LP (LD 2016-06) – completed review of a Preliminary Plan for a 2-lot subdivision at Skippack Pike; motioned to Board of Supervisors

Zoning Hearing Board (November 22)

- Hayes (ZHB 16-08) – conducted and completed hearing to install a pool in a side yard at Fisher Road; approved
- Whelan (ZHB 16-09) – conducted and completed hearing to install a deck in a rear yard setback at Keyser Road; approved
- Horgan (ZHB 16-10) – conducted hearing to create a lot with less than minimum lot width; to be continued on December 27

Park Updates

- Heebner Park will be the event site of Worcester Township's First Annual Community Day on Saturday, May 13, 2017 (Rain Date: May 14).
    - Sponsorships received to date total $4,250.
- The Public Works Department aerated soil surrounding Heebner Park's gazebo in preparation for plantings next spring for local Girl Scout project.

Grant Updates

- PECO Green Region Grant: Not due until 12/31/16 – seeking support letters from various community groups, in addition to quotes for improvements made to Heyser Field/Community Hall area (e.g. small playground).

WORCESTER TOWNSHIP
Building and Codes Department
November 2016

Report Dates: 11/1/2016 - 11/30/2016

Item	Count / Fee
Total Issued Permits	25 / $10,163.40

Issued Permits

	Fee Item	No. Permits	Construction Value	Permit Fee
Building				
1	Accessory Structure	1	$18,460.00	$0.00
2	Fire Prevention	2	$53,000.00	$1,228.00
3	Garage	1	$51,264.00	$159.00
4	General Construction	1	$75,000.00	$284.00
5	Generator	3	$34,285.00	$342.00
6	Residential Addition	1	$20,000.00	$227.40
7	Residential Alterations	4	$69,654.00	$706.00
8	SEWER CONNECTION	3	$46,700.00	$6,162.00
9	STUCCO	1	$31,000.00	$44.00
Electrical				
10	New Electrical Work	1	$7,820.00	$54.00
Mechanical				
11	New Mechanical	2	$16,623.00	$288.00
Plumbing				
12	Plumbing Repairs And Alterations	1	$4,000.00	$54.00
Zoning				
13	Accessory Structure	1	$0.00	$0.00
14	Fence	1	$3,000.00	$65.00
15	Grading	2	$126,264.00	$550.00
	TOTALS:	25	$557,070.00	$10,163.40

Other Fees Collected	
State Fee	$80.00

Public Works Department Report

November 2016

1) Road Maintenance
   A. Cleared inlets and drains throughout the Township
   B. Filled potholes throughout the Township
   C. Straightened and pruned around roadway signage throughout the Township
   D. Cleaned edge of roadway swales throughout the Township
   E. Pruned edge of roadway vegetation

2) Storm Maintenance
   A. No significant storm events impaction Township Roadways in November
   B. Prepped and tested all vehicles in preparation for upcoming winter events

3) Parks
   A. Twice weekly cleaning of public restrooms, emptying trash receptacles, and filling dog bag stations
   B. Repairing washouts and general trail maintenance
   C. Final mowing and trimming of all Township Properties
   D. Detailed all park pavilions
   E. Winterized all drinking fountains and pavilions
   F. Core aerated all soccer fields
   G. Applied Fall fertilizer
   H. Fall cleanup and leaf removal

4) Vehicle Maintenance
   A. Performed weekly maintenance of all Township vehicles
   B. Detailed all vehicle exteriors
   C. Inspection performed on 64-42 and 64-28

5) Miscellaneous
   A. Set and cleaned the Community Hall for all Township events and rentals
   B. Installed new ramp to office of the Farmers Union Hall
   C. Fabricated and installed sound panels at the Defford treatment plant
   D. Painted Administrative office rest rooms
   E. Repaired squeaking floor in Administrative office reception area
   F. Hosted Flagger Certification training at the Community Hall
   G. Installed plastic on Administrative office windows

November 2016 Fire Marshal Report to Board of Supervisors

1/ Fire Marshal investigations on 5 dispatches.

2/ No Fire damage for the month

3/ Continued work on 2750 Morris Road new business occupancies and sprinkler system and fire load.

Respectfully Submitted,

David Cornish
Fire Marshal

CKS Engineers, Inc

Ref: #7200-51

MEMORANDUM

TO: Worcester Township Board of Supervisors

FROM: Joseph J. Nolan, P.E., Township Engineer

DATE: December 1, 2016

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 December 1, 2016.

1. Heebner Road Soccer Field

   The project is complete. Final payment will be made at the December Board of Supervisors Meeting. The one-year Maintenance Bond period will then start.

2. Meadowood Pumping Station Generator Replacement.

   The project is nearing completion. The generator has been installed and startup is scheduled for December 6, 2016. Once startup is complete, the project will be 100% complete.

3. 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 provided office hours at the Township on Wednesday afternoons during the month as requested.

e. 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.

f. CKS is reviewing numerous subdivisions submitted to the Township. These include Whitehall Estates, 2044 Berks Road, 3130 Skippack Pike, and the Coughlin Tract.

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

Respectfully submitted,
CKS ENGINEERS, INC.
Township Engineers

Joseph J. Nolan, P.E.

JJN/mdm

cc: Tommy Ryan, Township Manager
File

November 2016 WORCESTER VOLUNTEER FIRE DEPARTMENT REPORT

WORCESTER TOWNSHIP

TYPE	NUMBER OF CALLS
Automatic Fire Alarm	5
Accident With Injuries	1
Building	1
Vehicle Rescue	1
Vehicle Fire	1
CO Alarm	1
TOTAL WORCESTER TOWNSHIP	10
TOTAL CALLS	15
AVERAGE MANPOWER PER CALL	14.47
HOURS IN SERVICE	14 hr 47 min
DRILLS FOR THE MONTH	4
HOURS IN SERVICE FOR DRILLS	7.5 hr
AVERAGE MANPOWER PER DRILL	19.75
FIRE LOSS	
LOSS AMOUNT	PROPERTY VALUE
$0.00	$0.00

MUTUAL AID

TYPE
Bullding
Building
Relocate
Relocate
Vehicle

LOCATION	NUMBER OF CALLS
Lower Providence	1
Skippack	1
Norristown	1
West Norriton	1
Upper Gwynedd	1
Total Out of Town	5

FIRE POLICE	
Accident w/Injuries	4
Total Calls	4
Average Manpower per Call	4
Hours in Service	26 hr 52 min
Department Totals	
Man Hours in service on fire calls	220 hr 38 min
Man Hours in Service for Fire Police	26 hr 52 min
Man Hours in Service for Officers only	0
Man Hours in Service on Drills	154 hr 5 min
Total for Month	401 hr 35 min

For: 533270

PENNSYLVANIA STATE POLICE
CALL INFORMATION

Date Report Run : Thu, 2016-Dec-01

SEARCH CRITERIA: cc_data.date_added between '11/01/2016' and '11/30/2016' and cc_data.municipality='46226' and cc_summary.final_case_type<>'TS'

DATE	TIME	CALL #	TYPE OF CALL		LOCATION	REPORT EXPECT	FOUND	CLEARED BY
2016-Nov-01	03:50	PA16-805559	ALRMF	ALARM FALSE FAULT		NO	YES	CLOSED CAD
2016-Nov-01	07:14	PA16-805758	MVCRNI	MVC - REPORTABLE, NO INJU		YES	YES	TRACS CRAS
2016-Nov-01	08:26	PA16-806010	ALRMF	ALARM FALSE FAULT		NO	YES	CLOSED CAD
2016-Nov-01	08:40	PA16-806078	CANCEL	CANCELLED BY COMPLAINANT		NO	YES	CANCELLED
2016-Nov-01	12:32	PA16-807092	CANCEL	CANCELLED BY COMPLAINANT		NO	YES	CLOSED CAD
2016-Nov-01	12:44	PA16-807141	SUSPV	SUSPICIOUS VEHICLE		NO	YES	CLOSED CAD
2016-Nov-01	14:45	PA16-807518	BURG	BURGLARY OR ATTEMPTED BUR		YES	YES	PAPER REPO
2016-Nov-01	15:52	PA16-807678	BURG	BURGLARY OR ATTEMPTED BUR		YES	YES	PAPER REPO
2016-Nov-01	16:17	PA16-807774	SUSPV	SUSPICIOUS VEHICLE		YES	YES	GENERAL OF
2016-Nov-02	00:02	PA16-808953	ROAD	ROAD HAZARD - ANIMAL - DE		NO	YES	CLOSED CAD
2016-Nov-02	06:05	PA16-809259	ROAD	ROAD HAZARD - ANIMAL - DE		NO	YES	CLOSED CAD
2016-Nov-02	08:37	PA16-809698	DISM	DISABLED MOTORIST		NO	YES	CLOSED CAD
2016-Nov-02	12:47	PA16-810942	MOTCAS	MOTOR CARRIER SAFETY		NO	YES	CLOSED CAD
2016-Nov-02	13:44	PA16-811197	DSCHK	DOMESTIC SECURITY CHECK		NO	YES	CLOSED CAD
2016-Nov-02	15:33	PA16-811585	CMR	CRIMINAL MISCHIEF		YES	YES	PAPER REPO
2016-Nov-03	07:45	PA16-813570	DISM	DISABLED MOTORIST		NO	YES	CLOSED CAD
2016-Nov-03	12:15	PA16-814449	CANCEL	CANCELLED BY COMPLAINANT		NO	YES	CANCELLED
2016-Nov-03	18:15	PA16-815501	SEEOFC	SEE OFFICER GO		YES	YES	GENERAL OF
2016-Nov-03	21:21	PA16-816004	REFER	REFER TO OTHER AGENCY - P		NO	YES	REFER
2016-Nov-04	13:11	PA16-818104	ILNZN	INTERSTATE HIGHWAY - CLEA		NO	YES	CLOSED CAD
2016-Nov-04	14:13	PA16-818316	FOUND	FOUND ITEM		YES	YES	GENERAL OF
2016-Nov-04	15:18	PA16-818464	HOUSCK	HOUSE CHECK		NO	YES	CLOSED CAD
2016-Nov-04	17:22	PA16-818925	CANCEL	CANCELLED BY COMPLAINANT		NO	YES	CANCELLED
2016-Nov-04	19:00	PA16-819250	ROAD	ROAD HAZARD - ANIMAL - DE		NO	YES	CLOSED CAD
2016-Nov-04	19:07	PA16-819273	SEEOFC	SEE OFFICER GO		YES	YES	GENERAL OF
2016-Nov-04	20:01	PA16-819434	HARASS	HARASSMENT - COMM - STALK		YES	YES	PAPER REPO
2016-Nov-04	22:20	PA16-819852	ROAD	ROAD HAZARD - ANIMAL - DE		NO	YES	CLOSED CAD
2016-Nov-05	12:58	PA16-821742	DISM	DISABLED MOTORIST		NO	YES	CLOSED CAD
2016-Nov-05	13:50	PA16-821889	DOGLAW	DOG LAW VIOLATION		YES	YES	PAPER REPO
2016-Nov-05	16:41	PA16-822339	MVCI	MVC - INJURIES		YES	YES	TRACS CRAS
2016-Nov-05	18:21	PA16-822674	INFORM	POLICE INFORMATION		NO	YES	CLOSED CAD
2016-Nov-05	21:53	PA16-823277	DIST	DISTURBANCE/NOISE COMPLAI		YES	YES	GENERAL OF
2016-Nov-05	22:30	PA16-823350	ALRMF	ALARM FALSE FAULT		NO	YES	CLOSED CAD
2016-Nov-06	22:26	PA16-826423	ALRMF	ALARM FALSE FAULT		NO	YES	CLOSED CAD
2016-Nov-07	08:55	PA16-827356	ALRMF	ALARM FALSE FAULT		NO	YES	CLOSED CAD
2016-Nov-07	13:52	PA16-828607	SEEOFC	SEE OFFICER GO		YES	YES	GENERAL OF
2016-Nov-07	17:51	PA16-829410	ANIMAL	ANIMAL LOST - FOUND		NO	YES	CLOSED CAD
2016-Nov-07	19:40	PA16-829733	MVCNR	MVC - NON-REPORTABLE		YES	YES	TRACS CRAS
2016-Nov-08	11:02	PA16-831787	MVCRNI	MVC - REPORTABLE, NO INJU		YES	YES	TRACS CRAS
2016-Nov-08	16:54	PA16-833146	INFORM	POLICE INFORMATION		NO	YES	CLOSED CAD
2016-Nov-08	17:32	PA16-833284	MVCNR	MVC - NON-REPORTABLE		YES	YES	TRACS CRAS
2016-Nov-08	18:30	PA16-833466	REFER	REFER TO OTHER AGENCY - P		NO	YES	CLOSED CAD
2016-Nov-08	19:54	PA16-833660	MVCNR	MVC - NON-REPORTABLE		YES	YES	TRACS CRAS
2016-Nov-08	20:22	PA16-833733	ALRMF	ALARM FALSE FAULT		NO	YES	CLOSED CAD
2016-Nov-09	08:07	PA16-834552	ALRMF	ALARM FALSE FAULT		NO	YES	CLOSED CAD
2016-Nov-09	12:30	PA16-835352	ALRMF	ALARM FALSE FAULT		NO	YES	CLOSED CAD
2016-Nov-09	15:28	PA16-835801	THEFTF	THEFT - FRAUD/FORGERY		YES	YES	GENERAL OF
2016-Nov-09	16:55	PA16-836038	DISMT	DISABLED MOTORIST ON ROAD		NO	YES	CLOSED CAD
2016-Nov-10	07:48	PA16-837438	DSCHK	DOMESTIC SECURITY CHECK		NO	YES	CLOSED CAD
2016-Nov-10	08:24	PA16-837565	MVCNR	MVC - NON-REPORTABLE		YES	YES	TRACS CRAS
2016-Nov-10	09:59	PA16-837878	CANCEL	CANCELLED BY COMPLAINANT		NO	YES	CANCELLED

PENNSYLVANIA STATE POLICE
CALL INFORMATION

Date Report Run : Thu, 2016-Dec-01

2016-Nov-11	08:09	PA16-840930	DISM	DISABLED MOTORIST	NO	YES	CLOSED CAD
2016-Nov-11	11:13	PA16-841511	MVCNR	MVC - NON-REPORTABLE	NO	YES	TRACS CRAS
2016-Nov-11	13:16	PA16-841868	ANIMAL	ANIMAL LOST - FOUND	NO	YES	CLOSED CAD
2016-Nov-11	13:43	PA16-841946	CANCEL	CANCELLED BY COMPLAINANT	NO	YES	CANCELLED
2016-Nov-11	14:47	PA16-842080	DISM	DISABLED MOTORIST	NO	YES	CLOSED CAD
2016-Nov-11	15:19	PA16-842130	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD
2016-Nov-11	17:33	PA16-842540	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-11	18:21	PA16-842682	MVCI	MVC - INJURIES	YES	YES	TRACS CRAS
2016-Nov-11	19:55	PA16-842950	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-11	20:45	PA16-843075	MISSP	MISSING PERSON	YES	YES	PAPER REPO
2016-Nov-12	12:42	PA16-845056	MVCI	MVC - INJURIES	YES	YES	TRACS CRAS
2016-Nov-12	13:54	PA16-845215	DISM	DISABLED MOTORIST	NO	YES	CLOSED CAD
2016-Nov-12	16:12	PA16-845513	INFORM	POLICE INFORMATION	NO	YES	CLOSED CAD
2016-Nov-13	05:39	PA16-847329	CANCEL	CANCELLED BY COMPLAINANT	NO	YES	CANCELLED
2016-Nov-13	07:39	PA16-847413	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-13	14:15	PA16-848402	MVCI	MVC - INJURIES	YES	YES	TRACS CRAS
2016-Nov-14	06:46	PA16-850079	MVCRNI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2016-Nov-14	11:25	PA16-851261	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD
2016-Nov-14	11:24	PA16-851266	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-14	14:08	PA16-851967	LOST	LOST ITEM - NON NCIC	YES	YES	GENERAL OF
2016-Nov-14	20:43	PA16-853345	DISM	DISABLED MOTORIST	NO	YES	CLOSED CAD
2016-Nov-15	10:22	PA16-855101	CANCEL	CANCELLED BY COMPLAINANT	NO	YES	CANCELLED
2016-Nov-15	12:53	PA16-855910	IDTHFT	IDENTITY THEFT	YES	YES	PAPER REPO
2016-Nov-15	15:50	PA16-856633	RAPD	REQUEST ASSIST - LOCAL PD	NO	YES	CLOSED CAD
2016-Nov-15	21:47	PA16-857725	CANCEL	CANCELLED BY COMPLAINANT	NO	YES	CLOSED CAD
2016-Nov-15	22:32	PA16-857793	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-15	22:34	PA16-857797	DIST	DISTURBANCE/NOISE COMPLAI	YES	YES	GENERAL OF
2016-Nov-16	00:34	PA16-857962	ISTAT	INTERSTATE HIGHWAY - STAT	NO	YES	CLOSED CAD
2016-Nov-16	10:50	PA16-859684	INFORM	POLICE INFORMATION	NO	YES	CLOSED CAD
2016-Nov-16	11:09	PA16-859783	CANCEL	CANCELLED BY COMPLAINANT	NO	YES	CANCELLED
2016-Nov-16	13:24	PA16-860401	MOTCAS	MOTOR CARRIER SAFETY	NO	YES	CLOSED CAD
2016-Nov-16	14:17	PA16-860630	911	911 HANG UP CALL	NO	YES	CLOSED CAD
2016-Nov-16	15:03	PA16-860801	911	911 HANG UP CALL	NO	YES	DUPLICATE
2016-Nov-16	19:16	PA16-861851	RDCOND	ROAD CONDITIONS - ALERT C	NO	YES	CLOSED CAD
2016-Nov-16	22:11	PA16-862369	DOMO	DOMESTIC - OTHER	YES	YES	GENERAL OF
2016-Nov-17	08:27	PA16-863185	RAO	REQUEST ASSIST - OTHER AG	NO	YES	CLOSED CAD
2016-Nov-17	16:10	PA16-864823	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-17	17:01	PA16-865029	LOCKC	LOCK OUT - CHILD INSIDE	NO	YES	CLOSED CAD
2016-Nov-18	11:27	PA16-867596	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-18	11:43	PA16-867648	RAPD	REQUEST ASSIST - LOCAL PD	NO	YES	CLOSED CAD
2016-Nov-18	11:56	PA16-867692	MVCDHR	MVC - DUI - HIT AND RUN	YES	YES	TRACS CRAS
2016-Nov-18	14:01	PA16-868327	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-18	15:20	PA16-868644	INFORM	POLICE INFORMATION	NO	YES	CLOSED CAD
2016-Nov-18	18:18	PA16-869423	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-19	10:55	PA16-871702	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-19	13:13	PA16-872109	INFORM	POLICE INFORMATION	NO	YES	CLOSED CAD
2016-Nov-19	17:15	PA16-872811	PATCHK	PATROL CHECK	NO	YES	CLOSED CAD
2016-Nov-19	17:49	PA16-872919	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD
2016-Nov-19	19:38	PA16-873219	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-20	07:51	PA16-874469	MVCRNI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2016-Nov-20	08:38	PA16-874577	THEFT	THEFT	YES	YES	PAPER REPO
2016-Nov-20	09:40	PA16-874763	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD
2016-Nov-20	09:55	PA16-874835	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-20	09:59	PA16-874851	RAO	REQUEST ASSIST - OTHER AG	NO	YES	CLOSED CAD
2016-Nov-20	15:24	PA16-875677	DISM	DISABLED MOTORIST	NO	YES	CLOSED CAD

PENNSYLVANIA STATE POLICE
CALL INFORMATION

Date Report Run : Thu, 2016-Dec-01

2016-Nov-22	09:37	PA16-881724	CANCEL	CANCELLED BY COMPLAINANT	NO	YES	CANCELLED
2016-Nov-22	10:03	PA16-881864	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-22	13:02	PA16-882697	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-22	17:47	PA16-884007	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-22	20:02	PA16-884453	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-23	06:32	PA16-885567	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-23	14:28	PA16-889804	THEFT	THEFT	YES	YES	PAPER REPO
2016-Nov-23	19:27	PA16-892244	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-24	18:09	PA16-897138	MVCRNI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2016-Nov-24	18:29	PA16-897187	MVCSP	MVC - PSP VEHICLE, NO INJ	YES	YES	TRACS CRAS
2016-Nov-24	20:03	PA16-897466	DISM	DISABLED MOTORIST	NO	YES	CLOSED CAD
2016-Nov-25	10:50	PA16-900548	MVCHR	MVC - HIT AND RUN, NO INJ	YES	YES	TRACS CRAS
2016-Nov-25	15:31	PA16-903084	911	911 HANG UP CALL	NO	YES	CLOSED CAD
2016-Nov-25	15:50	PA16-903248	ALRMF	ALARM FALSE FAULT	NO	YES	CLOSED CAD
2016-Nov-25	19:08	PA16-904876	INFORM	POLICE INFORMATION	NO	YES	CLOSED CAD
2016-Nov-26	07:35	PA16-907748	CANCEL	CANCELLED BY COMPLAINANT	NO	YES	CLOSED CAD
2016-Nov-26	17:34	PA16-912114	MVCRNI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2016-Nov-26	17:40	PA16-912150	INFORM	POLICE INFORMATION	NO	YES	CLOSED CAD
2016-Nov-26	23:35	PA16-913884	TRADUI	TRAF VIOL-DUI ALCOHOL	NO	YES	PAPER REPO
2016-Nov-27	04:47	PA16-914699	INFORM	POLICE INFORMATION	NO	YES	CLOSED CAD
2016-Nov-27	08:24	PA16-915143	CANCEL	CANCELLED BY COMPLAINANT	NO	YES	CLOSED CAD
2016-Nov-27	15:02	PA16-917461	DISM	DISABLED MOTORIST	NO	YES	CLOSED CAD
2016-Nov-27	17:34	PA16-918420	DIST	DISTURBANCE/NOISE COMPLAI	YES	YES	GENERAL OF
2016-Nov-28	07:20	PA16-920176	911	911 HANG UP CALL	NO	YES	CLOSED CAD
2016-Nov-28	08:19	PA16-920277	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-28	10:09	PA16-920625	DISMT	DISABLED MOTORIST ON ROAD	NO	YES	CLOSED CAD
2016-Nov-28	13:01	PA16-921194	THEFT	THEFT	YES	YES	PAPER REPO
2016-Nov-28	16:55	PA16-921848	MVCNR	MVC - NON-REPORTABLE	NO	YES	TRACS CRAS
2016-Nov-29	16:12	PA16-924625	ABNVEH	ABANDONED VEHICLE	YES	YES	GENERAL OF
2016-Nov-29	20:57	PA16-925298	DISMT	DISABLED MOTORIST ON ROAD	NO	YES	CLOSED CAD
2016-Nov-29	22:33	PA16-925459	ALRMF	ALARM FALSE FAULT	YES	YES	CLOSED CAD
2016-Nov-29	22:50	PA16-925479	RAO	REQUEST ASSIST - OTHER AG	NO	YES	CLOSED CAD
2016-Nov-30	09:36	PA16-926368	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2016-Nov-30	09:39	PA16-926378	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	DUPLICATE
2016-Nov-30	12:23	PA16-926896	DRUGP	DRUG - POSSESSION	NO	YES	PAPER REPO
2016-Nov-30	14:12	PA16-927217	THEFT	THEFT	YES	YES	GENERAL OF
2016-Nov-30	15:00	PA16-927334	THEFT	THEFT	YES	YES	PAPER REPO
2016-Nov-30	15:54	PA16-927438	DISM	DISABLED MOTORIST	NO	YES	CLOSED CAD
2016-Nov-30	18:03	PA16-927824	MVCI	MVC - INJURIES	YES	YES	TRACS CRAS

* END OF SYNOPSIS REPORT *

2016-Nov-10 12:06	PA16-838311	DSCHK	DOMESTIC SECURITY CHECK	NO	YES	CLOSED CAD
2016-Nov-10 15:18	PA16-838879	REFER	REFER TO OTHER AGENCY - P	NO	YES	REFER
2016-Nov-10 15:44	PA16-838959	REFER	REFER TO OTHER AGENCY - P	NO	YES	CLOSED CAD
2016-Nov-10 16:40	PA16-839140	INFORM	POLICE INFORMATION	NO	YES	CLOSED CAD
2016-Nov-10 17:53	PA16-839386	MVCRNI	MVC - REPORTABLE, NO INJU	YES	YES	TRACS CRAS
2016-Nov-10 18:48	PA16-839551	MVCNR	MVC - NON-REPORTABLE	YES	YES	TRACS CRAS
2016-Nov-10 22:56	PA16-840125	ROAD	ROAD HAZARD - ANIMAL - DE	NO	YES	CLOSED CAD

2016-Nov-20 15:53	PA16-875758	ROAD	ROAD HAZARD - ANIMAL - DE	IO	YES	CLOSED CAD
2016-Nov-20 21:05	PA16-876549	TRADUI	TRAF VIOL-DUI ALCOHOL	′ES	YES	PAPER REPO
2016-Nov-21 04:53	PA16-877105	MVCRNI	MVC - REPORTABLE, NO INJU	′ES	YES	TRACS CRAS
2016-Nov-21 11:29	PA16-878325	DISM	DISABLED MOTORIST	IO	YES	CLOSED CAD
2016-Nov-21 12:56	PA16-878695	MVCRNI	MVC - REPORTABLE, NO INJU	′ES	YES	TRACS CRAS
2016-Nov-21 15:53	PA16-879376	MVCNR	MVC - NON-REPORTABLE	′ES	YES	TRACS CRAS
2016-Nov-21 22:21	PA16-880526	DISM	DISABLED MOTORIST	IO	YES	CLOSED CAD
2016-Nov-22 08:05	PA16-881282	TROTH	TRAF VIOL OTHER	IO	YES	CLOSED CAD
2016-Nov-22 08:28	PA16-881392	MVCDD	MVC - DUI - DRUGS	′ES	YES	TRACS CRAS

WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION
WORCESTER TOWNSHIP COMMUNITY HALL
FAIRVIEW VILLAGE, WORCESTER, PA
WEDNESDAY, NOVMBER 16, 2016 – 6:00 PM

CALL TO ORDER by Chair Caughlan at 6:00 PM

PLEDGE OF ALLEGIANCE

ATTENDANCE

PRESENT:	SUSAN G. CAUGHLAN	[X]
	STEPHEN C. QUIGLEY	[X]
	ARTHUR C. BUSTARD	[X]

INFORMATIONAL ITEMS

- Tommy Ryan, Township Manager, announced that the Board of Supervisors had met in Executive Session on October 24 to discuss the following issues: a matter of real estate, in specific the consideration of an offer received to purchase property; a matter of real estate, in specific the consideration of a potential property purchase; and, a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas socket number 15-13760. No decisions on these matters will be made at this evening's Business Meeting.

PUBLIC COMMENT

- Jim Mollick, Worcester, commented on the public comment period permitted at public meetings, underground storage tanks at the North Penn Army Reserve Base property, the Township's capital reserve fund for the possible acquisition of the North Penn Army Reserve Base, and deposits made to the Township's capital reserve fund for the possible acquisition of the North Penn Army Reserve Base.

- David Toddes, Worcester, commented on increased traffic volumes generated by future development in Center Point Village.

PRESENTATIONS

a) Center Point Village Zoning Ordinance – Brandon Rudd, Montgomery County Planning Commission, provided an overview of the development of the proposed Center Point Village Zoning Ordinance. Mr. Rudd commented on ordinance objectives.

Mr. Rudd commented on current and proposed uses, permitted housing types, and the utilization of transfer development rights. Mr. Rudd commented on the proposed density bonus, open space requirement, mixed-use provisions, and dimensional and design standards.

Mr. Rudd commented on parking requirements, driveway standards, pedestrian amenities, and outdoor storage and debris collection areas.

Mr. Rudd noted the proposed uses are permitted by conditional use approval of the Board of Supervisors.

Chair Caughlan commented on the conversion of existing homes. Mr. Rudd noted ordinance provisions that provide for pre-1940 structures to be converted to multi-family dwelling units. Mr. Rudd noted the ordinance language will be clarified so to confirm that subdivisions and land developments must comply with the ordinance.

Supervisor Bustard commented on permitting uses by conditional use approval or by right. Mr. Rudd stated the Planning Commission preferred permitting uses by conditional use approval, but he noted the Board may select either option.

Robert Hayes, Worcester, commented on the Montgomery County Planning Commission's role in developing the ordinance, the proposed development of the Palmer property, uses permitted by the ordinance, the Planning Commission's recommendation to the Board of Supervisors, and the Board of Supervisors consideration of the proposed ordinance.

Mr. Toddes, Worcester, commented on increased traffic volumes generated by future development in Center Point Village, walkability in the Village, Board of Supervisors consideration of the proposed ordinance, pedestrian connections to Heebner Park and neighboring developments, and mass transit alternatives. Supervisor Bustard commented on transportation planning set forth in the Worcester Township Act 209 Transportation Capital Improvement Plan.

Arlene Valtino, Worcester, commented on the public comment of Dr. Mollick.

Jim Phelan, Worcester, commented on walkability in the Village, commercial uses permitted by the ordinance, open spaces in the Village, and pedestrian connections to neighboring developments.

Ken David, Worcester, commented on the ordinance's gas station canopy and building footprint regulations, and the integration of residential and commercial uses.

Bob Andorn, Worcester, commented on the public comment period permitted at public meetings, uses permitted by the ordinance, and the subjectivity of conditions and criteria applicable to uses permitted by the ordinance.

Bob Curtis, Worcester, commented on traffic volumes in the Village, and traffic studies for future development in the Village.

Pam Cherry, Worcester, commented on existing parks in the Village area, traffic volumes in the Village, existing commercial development in the Village, and other commercial properties in the Village to be developed.

Chair Caughlan noted the Board of Supervisors would not vote on the ordinance at this evening's Business Meeting.

OTHER BUSINESS

- There was no other business discussed at this evening's Work Session.

ADJOURNMENT

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session Meeting at 7:28 PM.

Respectfully Submitted:

_____

Tommy Ryan
Township Manager

WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING
WORCESTER TOWNSHIP COMMUNITY HALL
FAIRVIEW VILLAGE, WORCESTER, PA
WEDNESDAY, NOVEMBER 16, 2016 – 7:30 PM

CALL TO ORDER by Chair Caughlan at 7:39 PM

PLEDGE OF ALLEGIANCE

ATTENDANCE

PRESENT:	SUSAN G. CAUGHLAN	[X]
	STEPHEN C. QUIGLEY	[X]
	ARTHUR C. BUSTARD	[X]

INFORMATIONAL ITEMS

- Bob Brant, Township Solicitor, announced that the Board of Supervisors had met in Executive Session prior to this evening's meeting to discuss a matter of real estate, in specific the possible acquisition of the North Penn Army Reserve Base. No decision on this matter will be made at this evening's Business Meeting.

PUBLIC COMMENT

- Kim McClintock, Worcester, commented on deer crossing signage at North Wales Road. Tommy Ryan, Township Manager, will address this matter.
- Jim Mollick, Worcester, commented on current litigation, and Township expenses for current litigation.

OFFICIAL ACTION ITEMS

a) Consent Agenda – Chair Caughlan 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 Bustard made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for October 2016, (b) bill payment for October 2016 in the amount of $267,442.13; (c) the October 19, 2016 Work Session minutes; and, (d) the October 19, 2016 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

Bob Andorn, Worcester, commented on the availability of meeting information before the meeting. Dr. Mollick commented on the availability of meeting information before the meeting, fees billed by Township Counsel for the Cutler litigation, and fees billed by the Township Solicitor.

By unanimous vote the Board adopted the motion to approve.

b) Resolution 2016-35 – Mr. Ryan provided an overview of a Preliminary/Final Plan of subdivision for a lot line change at 1853 Green Hill Road.

Supervisor Bustard made a motion approve Resolution 2016-35, to approve a Preliminary/Final Plan of subdivision for a lot line change at 1853 Green Hill 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 2016-36 – Mr. Ryan provided an overview of a Preliminary Plan of subdivision for two lots at 3130 Skippack Pike.

Chair Caughlan commented on potential future subdivisions of the parcels, and the need for a variance to allow the proposed lot width at one lot. Mr. Brant noted approval is conditioned upon the Applicant obtaining a variance before the submission of a Final Plan.

Supervisor Quigley made a motion approve Resolution 2016-36, to approve a Preliminary Plan of subdivision for two lots at 3130 Skippack Pike. The motion was seconded by Supervisor Bustard.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

d) Resolution 2016-37 – Carl Weiner, Attorney for the Applicant, provided an overview of Preliminary Plan of subdivision for a 39 lots at Whitehall Road.

Rolph Graf, Engineer for the Applicant, commented on proposed open space and stream and perimeter buffers.

Mr. Weiner stated the Applicant will comply with all comments in the Township Engineer's November 7 review letter.

Chair Caughlan commented on a trail connection to Berks Road. Mr. Graf stated this easement will be added to the Final Plan.

Chair Caughlan commented on existing structures at the property. Mr. Graf stated the dwellings at Lot 1 and Lot 21 will be retained, and the remaining dwellings razed.

Supervisor Bustard made a motion approve Resolution 2016-37, to approve a Preliminary Plan of subdivision for a 39 lots at Whitehall Road. The motion was seconded by Supervisor Quigley.

Eileen Ghenn, President of the Stony Creek Farms Homeowners Association, stated the HOA is not opposed to approval of the Preliminary Plan, and stated the Applicant must continue to work with the Township and the HOA to fully address all outstanding issues. Dr. Mollick commented on a conflict of interest for the Members, contributions made to a political organization by the property owner and the Attorney for the Applicant, the treatment of sanitary sewer flows from the proposed development at the Center Square Golf Course, and comments made by the Chairman of the Planning Commission Chairman relative to the Planning Module and the treatment of sanitary sewer flows from the proposed development at the Center Square Golf Course. Bill Goulding, Worcester, commented on Preliminary Plan approval procedure, and Applicant expenditures during the approval process. Michael Bale, Worcester, noted the Applicant must to continue to work with the Township to fully address all outstanding issues.

By unanimous vote the Board adopted the motion to approve.

e) 2017 Budget – Mr. Ryan provided an overview of the draft 2017 Budget. Mr. Ryan commented on current and proposed staffing, receipt and expenditure trends, taxes and fees, and public services. Mr. Ryan noted the Budget does not propose the hire of additional employees, does not include new taxes, and does not propose an increase to existing taxes. Mr. Ryan noted the Budget proposes a 2.4% increase to residential and commercial sanitary sewer service fees, an increase of $1 per month for residential customers.

Mr. Ryan commented on the budget document; he noted the document format was revised to include narratives, graphics and exhibits.

Supervisor Quigley commented on the budget document format.

Chair Caughlan commented on potential improvements at Mount Kirk Park. It was the consensus of the Members to direct staff to prepare a plan of proposed capital expenses for all Township parks in the coming year.

Supervisor Bustard made a motion to authorize advertisement of the draft 2017 Budget for public inspection. The motion was seconded by Supervisor Quigley.

Tim Creelman, Worcester, commented on proposed transfers, Capital Fund receipts and expenditures, and Capital Fund reserve accounts. Mr. Andorn thanked Township staff for their work on the Budget and the Budget materials provided. Dr. Mollick commented on the Capital Fund reserve account for the possible acquisition of the North Penn Army Reserve Base, Right-to-Know Law expenditures, Right-to-Know Law compliance efforts of Township staff, legal expenditures, and conditional use expenditures.

By unanimous vote the Board adopted the motion to approve.

f) settlement agreement – Mr. Brant provided an overview of a proposed property assessment settlement agreement as to Mullen, et. al. v. Montgomery County Board of Assessment Appeals, et al., Montgomery County Court of Common Pleas Docket #14-31021, with payment to the Plaintiff in the amount of $34.

Supervisor Bustard made a motion approve a settlement agreement as to Mullen, et. al. v. Montgomery County Board of Assessment Appeals, et al., Montgomery County Court of Common Pleas Docket #14-31021, with payment to the Plaintiff in the amount of $34. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

OTHER BUSINESS

- There was no other business discussed at this evening's meeting.

ADJOURNMENT

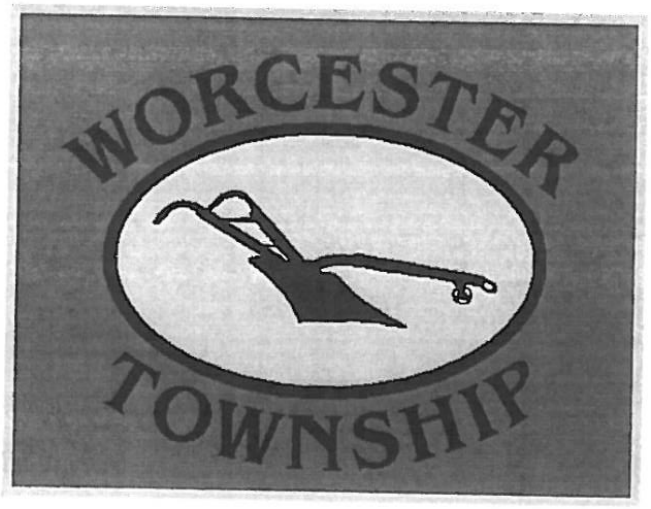
There being no further business brought before the Board, Chair Caughlan adjourned the regularly scheduled meeting at 8:55 PM.

Respectfully Submitted:

_____

Tommy Ryan
Township Manager

2017 Budget



December 21, 2016

agenda item **b)**

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ERECTED INTO A TOWNSHIP IN 1733

TOWNSHIP OF WORCESTER

AT THE CENTER POINT OF MONTGOMERY COUNTY

PENNSYLVANIA

December 21, 2016

The Honorable Board of Supervisors
Township of Worcester Township
1721 Valley Forge Road, Post Office Box 767
Worcester, PA 19490

Dear Board of Supervisors,

On behalf of the employees of Worcester Township, I am pleased to submit the proposed 2017 Budget for our community, to be considered at this evening's Business Meeting. The Budget sets forth a financial plan for our Township during the next twelve months. And it calls to attention those trends, opportunities and challenges that we are likely to face in the years to come.

- General Fund

  The 2017 Budget does not include new taxes, and does not increase existing taxes. Worcester Township's real estate tax rate, at 0.05 mills, is the second lowest among the 67 municipalities in Montgomery County.

  The Budget is conservative in that it assumes revenues from the Township's four primary receipts – the earned income tax, real estate transfer tax, cable television franchise fees and building permit fees – will not exceed that amount projected to be collected in 2016. Revenue from the Township's largest receipt, the earned income tax, is assumed to remain steady, at approximately $2.53 million. This is thanks in large measure to the diversity of employment among Township residents.

  The Budget anticipates a slow-down in new housing construction as development at the Preserve at Worcester and Applewood Estates subdivisions draw to a close. And while a limited number of homes may be constructed at smaller subdivisions in the coming year, the Budget does not assume that this will occur. As such, the Budget reflects a 28% decrease in real estate transfer tax receipts and a 30% decrease in building permit fees in 2017.

  The Budget does not propose the hire of additional full-time employees. During the previous two years, Township employees have worked to assume new duties, and as a result of their hard efforts the number of full-time employees has decreased from fourteen to twelve since 2015. While the hire of additional employees in the Administration Department is not anticipated in the coming years, it is likely that one Public Works Laborer will be hired in 2018 or 2019. This will be done in order to properly maintain the Township's expanding roadway and parks networks.

  The Township's participation in a multi-municipal health care cooperative has helped to control the rising cost of this insurance. Premiums for most fully-funded insurance plans have increased by 15% or more during the previous twelve months. In 2017, Township medical and dental

insurance premiums will increase by 2% and 3% respectively, which follows a year in which there was no increase to either premium.

Unfunded mandates continue to challenge the Township's financial position. If not revised or repealed, stormwater regulations imposed by the US Environmental Protection Agency and the Pennsylvania Department of Environmental Protection will cost Worcester taxpayers hundreds of thousands of dollars in the coming decade. The Township is working with neighboring municipalities to develop a sensible stormwater management program that protects our natural resources at a price our community can afford.

Lastly, the Budget continues in its strong support of organizations that help to protect and preserve a higher quality of life in Worcester Township… including the Worcester Township Volunteer Fire Department and the Norristown Public Library, our community's public library. We provide financial assistance to these important organizations because we know that, by working together today, we can best address the challenges of tomorrow.

- Capital Fund

The Budget includes $475,000 for the 2017 Road Program. In addition, the State Fund (below) provides an additional $340,000 in road improvement dollars for next year's Road Program. This significant investment reflects the Township's commitment to maintain a safe and sound infrastructure network.

The Budget provides for the purchase of one large dump truck, one tractor and two mowers. All purchases replace existing equipment that has reached the end of its useful life. The Township takes great pride in maintaining its equipment so to maximize its useful life.

The Budget provides for the replacement of four computer workstations and one server. This investment will allow the Township to utilize the technologies needed to deliver services in a cost-effective manner.

Lastly, the Budget funds construction of a parking lot to serve the recently-constructed soccer field at Heebner Park, and also funds open space acquisition projects, including the possible acquisition of the former North Penn Army Reserve Base.

- Sewer Fund

The Budget includes a 2.4% increase to the residential and commercial sewer service fee. For a single-family home this translates to an increase of $1 per month.

The Valley Green Wastewater Treatment Plant, one of two Township-owned wastewater treatment plants, possesses significant capacity for new connections. The plant serves the Village of Center Point Village, an area at which growth is anticipated in the coming years. But until this development breaks ground the Budget will assume few additional connections will be made to the sanitary sewer system. Six connections are projected to be made in the coming year.

The Budget provides $90,000 for capital improvements to the sanitary sewer system. As the system ages, the Township will remain committed to providing required preventative maintenance and improvements. This will ensure the system operates properly, and as efficiently as possible.

- State Fund

Unlike many other municipalities, Worcester Township does not restrict road improvement projects to that which can be funded by the Commonwealth's annual Liquid Fuel ("gas tax") allocation. And unlike many other municipalities, Worcester Township does not use any portion of this allocation to pay employee salaries or to purchase supplies and equipment. This is because the Township recognizes that Liquid Fuel funding is insufficient to meet our roadway maintenance demands, and the Township is committed to providing those funds needed to properly maintain our community's 53-mile roadway network. Therefore, Worcester Township dedicates every Liquid Fuel dollar received for roadway construction, and the Township budgets significant supplemental construction and engineering funding from the General Fund and Capital Fund.

On January 1, 2017 the Commonwealth will assess the third and final increase to the wholesale gas tax as was authorized under the 2013 transportation reform law. The Budget does not assume these additional dollars will be received in 2017; if any funding "bump" materializes, Pennsylvania municipalities are likely to receive these dollars in 2018.

Sincerely,

Tommy Ryan.
Township Manager.

Taxes

The **earned income tax** is Worcester's primary revenue source. This tax is assessed on all earned income – such as wages, salaries and commissions – and this tax is proposed to remain assessed at the rate of one-half of one percent (0.5%). There is no proposed change to this tax in 2017. 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 in 2017. This receipt fluctuates with the number and price of properties sold in the Township. 2017 will likely see the end of sales at the Applewood and Preserve at Worcester developments, and no sizable residential development is expected to generate new home sales during the coming year. As such, the Budget assumes an approximate 28% decrease in this receipt from 2016 projected revenues, to $245,000 from $345,000. Based on previous year receipts the budgeted amount 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 second 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 2017. 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 $1,383 in property tax to Montgomery County (3.459 mills), and $11,496 in property tax to the Methacton School District (28.74 mills).

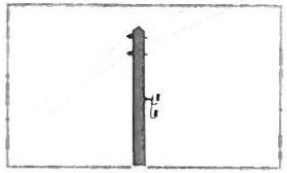
Worcester collects an annual **per capita tax** at the rate of $1 per adult residing in the Township. The Methacton School District collects this same tax at the rate of $15 per adult residing in the Township.

Beginning in 2017 the Township will book the receipt of **impact fees** to the Capital Fund. At this time the Township collects a Traffic Impact Fee that is assessed against new development. Traffic Impact Fees are used to construct improvements to the community's roadway network so to meet the demands that future development will place on this critical infrastructure.

Taxes	code	2016 Budget	2016 Projected	2017 Budget
property, current	301-100	$ 47,337.00	$ 47,300.00	$ 47,200.00
property, liened	301-500	$ 600.00	$ 790.00	$ 770.00
property, interim	301-600	$ 250.00	$ 270.00	$ 260.00
per capita, current	310-010	$ 5,000.00	$ 4,800.00	$ 4,755.00
per capita, delinquent	310-030	$ 750.00	$ 1,025.00	$ 1,010.00
real estate transfer	310-100	$ 250,000.00	$ 354,770.00	$ 245,000.00
earned income	310-210	$ 2,400,000.00	$ 2,550,000.00	$ 2,535,000.00
earned income, prior year	310-220	$ 100.00	$ -	$ 100.00
impact fees	310-900	$ 56,776.00	$ 32,040.00	$ -
		$ 2,760,813.00	$ 2,990,995.00	$ 2,834,095.00

Licenses & Permits

In past years the Township collected a modest fee from companies that provide waste removal services in the community. In 2015 the Pennsylvania Department of Environmental Protection notified the Township that it could no longer collect these trash hauler fees.



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	2016 Budget	2016 Projected	2017 Budget
trash hauler fees	321-340	$ -	$ -	$ -
franchise fees	321-800	$ 220,000.00	$ 229,985.00	$ 220,000.00
road opening permits	322-820	$ 750.00	$ 500.00	$ 500.00
sign permits	322-900	$ 200.00	$ 125.00	$ 250.00
yard sale permits	322-910	$ 175.00	$ 200.00	$ 140.00
solicitation permits	322-920	$ 100.00	$ 900.00	$ 250.00
		$ 221,225.00	$ 231,710.00	$ 221,140.00

Fines & Forfeits

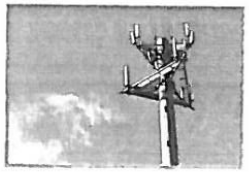
The District Magistrate collects **court fines** for citations issued by the Pennsylvania State Police and the Worcester Township Codes Department. This revenue is projected to remain flat in 2017.

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	2016 Budget	2016 Projected	2017 Budget
ordinance violations	331-120	$ 2,500.00	$ 1,510.00	$ 1,000.00
		$ 2,500.00	$ 1,510.00	$ 1,000.00

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. **Interest** rates are presently at historic lows, and are projected to remain at this level throughout 2017. Beginning in 2017 the Township will include its reserves in the Capital Fund, and the General Fund will provide for day-to-day receipts and operating expenses only. As such most of the interest receipt will be booked to the Capital Fund in the coming year.



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

The Township owns two properties on which **cell towers** are constructed. Tower owners lease the ground from the Township, and the 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	2016 Budget	2016 Projected	2017 Budget
interest	341-000	$ 20,000.00	$ 36,650.00	$ 1,000.00
rents & royalties	342-000	$ 25,000.00	$ 15,600.00	$ 17,681.00
cell tower rental	342-120	$ 130,764.00	$ 132,600.00	$ 140,632.32
		$ 175,764.00	$ 184,850.00	$ 159,313.32

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. In 2017 Worcester will receive a $4,275 grant to fund preventative maintenance services at thirteen traffic signals throughout the Township.

The Township receives fees for each of the four liquor licenses issued in Worcester, and additional fees upon a license transfer. The 2017 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. The 2017 Budget assumes the same level of assistance as that received in 2016.

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. The 2017 Budget assumes the same level of assistance as that received in 2016.

Intergov. Revenue	code	2016 Budget	2016 Projected	2017 Budget
grants	354-090	$ 10,000.00	$ -	$ 4,275.00
utility realty tax	355-010	$ 3,050.00	$ 2,823.00	$ 2,823.00
alcohol license fees	355-040	$ 800.00	$ 1,000.00	$ 1,000.00
foreign casuality	355-050	$ 52,000.00	$ 56,870.32	$ 56,870.32
foreign fire	355-070	$ 105,000.00	$ 101,086.86	$ 101,086.86
tennis court grant	357-080	$ 10,000.00	$ 8,820.00	$ -
		$ 180,850.00	$ 170,600.18	$ 166,055.18

Charges for Services

The Budget assumes no significant land development applications will be submitted in 2017, and includes **land development fees** for three minor subdivision plans only. The Budget also includes the submission of one **Conditional Use** application, one **zoning amendment** application and six **Zoning Hearing Board** applications.

Building permit fees are budgeted to decrease to $120,000 from the $180,000 projected to be received in 2016. The decrease is attributable to (1) the pending build-out of the Applewood and Preserve at Worcester subdivisions, and (2) the assumption that no larger residential or commercial developments will break ground in 2017. 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**.

Beginning in 2017 **park cell tower rental** receipts will be booked to the above-noted cell tower rental line item, code 342-120.

The Budget assumes no growth in Pennsylvania Recreation and Park Society **(PRPS) ticket sales, sports & lesson fees** and **park trips** receipts.

Charges for Services	code	2016 Budget	2016 Projected	2017 Budget
land development fees	361-300	$ 5,000.00	$ 7,850.00	$ 2,250.00
Conditional Use fees	361-330	$ 1,200.00	$ -	$ 2,350.00
Zoning Hearing Board fees	361-340	$ 1,000.00	$ 9,000.00	$ 5,300.00
zoning amendment fees	361-350	$ -	$ -	$ 1,350.00
map & publication sales	361-500	$ 15.00	$ 60.00	$ 50.00
buiding permit fees	362-410	$ 200,000.00	$ 180,000.00	$ 120,000.00
zoning permit fees	362-420	$ 10,000.00	$ 13,900.00	$ 8,500.00
commercial U&O fees	362-450	$ 500.00	$ 775.00	$ 500.00
driveway permit fees	362-460	$ 880.00	$ 600.00	$ 195.00
park cell tower rental	367-342	$ 20,820.00	$ 20,820.00	$ -
PRPS ticket sales	367-400	$ 8,000.00	$ 7,800.00	$ 8,000.00
sports & lesson fees	367-408	$ 30,000.00	$ 20,600.00	$ 23,000.00
park trips	367-409	$ 7,500.00	$ 8,700.00	$ 7,000.00
		$ 284,915.00	$ 270,105.00	$ 178,495.00

Miscellaneous Revenue

Park miscellaneous revenue includes pavilion and field rental fees. The latter fee was enacted in 2016 to offset a portion of the increased costs to maintain the Township's athletic fields.

A significant portion – about 85% -- of the budgeted **miscellaneous income** represents property tax reimbursements paid by the owners of the two cell towers located on Township property. In 2016 miscellaneous income also included a portion of proceeds from the sale of a Township-owned property, a non-recurring transaction.

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	2016 Budget	2016 Projected	2017 Budget
park miscellaneous	367-420	$ 1,500.00	$ 8,100.00	$ 4,900.00
miscellaneous income	381-000	$ 1,000.00	$ 28,300.00	$ 8,160.00
service charge fees	381-001	$ -	$ -	$ 1,200.00
		$ 2,500.00	$ 36,400.00	$ 14,260.00

Other Financing

Worcester assesses a $100 **escrow administration** fee for each escrow 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. Beginning in 2017 the Township will budget capital expenditures to the Capital Fund, thus eliminating this transfer.

Other Financing	code	2016 Budget	2016 Projected	2017 Budget
escrow administration	383-200	$ 800.00	$ 900.00	$ 800.00
interfund transfer	392-300	$ 383,872.00	$ 383,872.00	$ -
		$ 384,672.00	$ 384,772.00	$ 800.00

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 the local election 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 no increase to medical insurance premiums in 2016, and in 2017 there will be two and three percent increases to the health and dental premiums, respectively, which is considerably less than the premium increases of many other health care providers.

Consultant services include the fee paid to the Township's appointed auditor. This also includes planning services provided by the Montgomery County Planning Commission (MCPC). For 2017 the Township renegotiated its contract with the MCPC due to a decrease in land development activities. The new contract saves the Township an approximate $9,000.

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	2016 Budget	2016 Projected	2017 Budget
payroll	400-110	$ 7,500.00	$ 7,500.00	$ 7,500.00
benefits	400-150	$ 65,750.00	$ 65,710.00	$ 68,917.14
consultant services	400-312	$ 49,590.00	$ 38,400.00	$ 26,100.00
mileage reimbursement	400-337	$ 250.00	$ 320.00	$ 500.00
dues & subscriptions	400-420	$ 2,500.00	$ 2,560.00	$ 5,950.00
meetings & seminars	400-460	$ 3,500.00	$ 4,170.00	$ 4,725.00
		$ 129,090.00	$ 118,660.00	$ 113,692.14

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. The Township Manager's salary is approved by a resolution of the Board of Supervisors.

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 is 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.

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	2016 Budget	2016 Projected	2017 Budget
payroll	401-120	$ 96,250.00	$ 77,975.00	$ 139,050.00
benefits	401-150	$ 46,488.00	$ 45,616.00	$ 68,868.99
consultant services	401-312	$ 10,000.00	$ 3,565.00	$ 5,000.00
mobile phone	401-321	$ 600.00	$ 600.00	$ 600.00
mileage reimbursement	401-337	$ 4,900.00	$ 4,800.00	$ 4,800.00
meetings & seminars	401-460	$ 1,800.00	$ 900.00	$ 2,350.00
		$ 160,038.00	$ 133,456.00	$ 220,668.99

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 community's long-time Finance Director retired in 2016. The 2016 Finance Department's salaries accounted for both the outgoing and incoming Finance Director, which illustrates the higher **payroll** and **benefit** expenses in 2016.

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	2016 Budget	2016 Projected	2017 Budget
payroll	402-120	$ 60,391.00	$ 67,600.00	$ 63,375.90
benefits	402-150	$ 23,977.00	$ 30,300.00	$ 28,436.27
mobile phone	402-321	$ 384.00	$ 20.00	$ 300.00
mileage reimbursement	402-337	$ 300.00	$ 250.00	$ 300.00
meetings & seminars	402-460	$ 500.00	$ 260.00	$ 1,300.00
		$ 85,552.00	$ 98,430.00	$ 93,712.17

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 1.3% 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.

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

Tax Collection	code	2016 Budget	2016 Projected	2017 Budget
payroll	403-110	$ 2,367.00	$ 2,390.00	$ 2,411.50
benefits	403-150	$ 181.00	$ 182.00	$ 184.72
office supplies	403-210	$ 5,000.00	$ 3,800.00	$ 4,740.00
professional services	403-310	$ 42,000.00	$ 33,150.00	$ 32,956.30
		$ 49,548.00	$ 39,522.00	$ 40,292.52

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 keeps legal fees as low as practical.

The Solicitor reviews contracts, ordinances and policy documents prior to their adoption, and provides legal advice to the Board of Supervisors and the 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	2016 Budget	2016 Projected	2017 Budget
general services	404-310	$ 60,000.00	$ 68,500.00	$ 69,000.00
RTK services	404-320	$ 50,000.00	$ 48,500.00	$ 12,000.00
		$ 110,000.00	**$ 117,000.00**	**$ 81,000.00**

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.

In 2016 and 2017 the Administrative Assistant will be trained to serve as a back-up to the Finance Director position. The Budget provides additional funds for this education, in **meetings and seminars**.

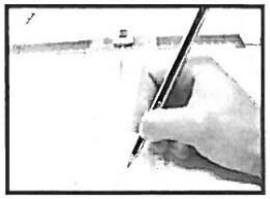
The Budget also provides additional funds to service the Township **computer** network. The work is needed to update the network, and to maintain a secure network. The Budget also provides for annual software license fees.

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	2016 Budget	2016 Projected	2017 Budget
payroll	405-140	$ 77,980.00	$ 76,700.00	$ 80,150.48
benefits	405-150	$ 45,319.00	$ 50,900.00	$ 31,475.85
office supplies	405-210	$ 8,000.00	$ 6,180.00	$ 7,900.00
payroll services	405-310	$ 13,520.00	$ 13,800.00	$ 14,850.00
telephone	405-321	$ 6,000.00	$ 5,800.00	$ 5,085.00
postage	405-325	$ 4,500.00	$ 4,400.00	$ 4,181.00
auto allowance	405-337	$ 150.00	$ 140.00	$ 240.00
advertisement	405-340	$ 7,000.00	$ 4,200.00	$ 9,000.00
meetings & seminars	405-460	$ 1,000.00	$ 970.00	$ 5,150.00
computer expense	405-465	$ 15,000.00	$ 20,600.00	$ 25,589.00
other expense	405-470	$ 10,000.00	$ 13,200.00	$ 16,740.00
		$ 188,469.00	**$ 196,890.00**	**$ 200,361.33**

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 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 $5,000 for grant support services. The Township upped its grant writing efforts in 2016, and will continue this in 2017. The Township Engineer's expertise is required for the proper completion of many grant applications.

Engineering	code	2016 Budget	2016 Projected	2017 Budget
engineering services	408-310	$ 30,000.00	$ 29,400.00	$ 41,500.00
		$ 30,000.00	$ 29,400.00	$ 41,500.00

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	2016 Budget	2016 Projected	2017 Budget
utilities	409-136	$ 10,000.00	$ 8,900.00	$ 10,260.00
maintenance & repairs	409-137	$ 12,500.00	$ 18,600.00	$ 16,779.00
alarm service	409-142	$ 3,500.00	$ 2,500.00	$ 3,612.00
other expenses	409-147	$ 1,000.00	$ 1,780.00	$ 2,400.00
		$ 27,000.00	$ 31,780.00	$ 33,051.00

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. There is also a salt storage building that was constructed in 2016.

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	2016 Budget	2016 Projected	2017 Budget
utilities	409-236	$ 15,000.00	$ 10,800.00	$ 12,420.00
maintenance & repairs	409-237	$ 10,000.00	$ 9,900.00	$ 9,464.40
alarm service	409-242	$ 650.00	$ 1,100.00	$ 1,416.00
other expenses	409-247	$ 250.00	$ 200.00	$ 1,500.00
		$ 25,900.00	$ 22,000.00	$ 24,800.40

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 here. 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	2016 Budget	2016 Projected	2017 Budget
utilities	409-436	$ 5,200.00	$ 3,900.00	$ 5,340.00
maintenance & repairs	409-437	$ 3,000.00	$ 5,400.00	$ 5,172.00
other expenses	409-447	$ 500.00	$ 475.00	$ 600.00
		$ 8,700.00	$ 9,775.00	$ 11,112.00

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

Historical Building	code	2016 Budget	2016 Projected	2017 Budget
utilities	409-536	$ 5,000.00	$ 2,450.00	$ 3,829.00
maintenance & repairs	409-537	$ 2,000.00	$ 3,150.00	$ 1,699.92
		$ 7,000.00	$ 5,600.00	$ 5,528.92

Hollow Road Rental

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

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

Hollow Road Rental	code	2016 Budget	2016 Projected	2017 Budget
utilities	409-636	$ -	$ 125.00	$ 250.00
maintenance & repairs	409-637	$ 5,000.00	$ 2,550.00	$ 4,080.00
		$ 5,000.00	$ 2,675.00	$ 4,330.00

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	2016 Budget	2016 Projected	2017 Budget
maintenance & repairs	409-737	$ 500.00	$ 350.00	$ 1,000.00
		$ 500.00	$ 350.00	$ 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 $131,250 for general operating assistance. This amount represents a 5% increase in the operating assistance provided in 2016.
- A Township contribution in the amount of $75,000 to offset the Fire Company's loan payments on two apparatus – an engine and the ladder truck.
- 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, is new 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. In 2017 the Budget includes approximately $102,000 in Foreign Fire Insurance Tax receipts.

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 227 hydrants in the Township.

Fire Protection	code	2016 Budget	2016 Projected	2017 Budget
hydrant rentals	411-380	$ 25,000.00	$ 24,000.00	$ 25,398.00
WVFD contributions	411-540	$ 305,000.00	$ 301,286.00	$ 316,036.86
		$ 330,000.00	$ 325,286.00	$ 341,434.86

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 twenty 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 will be 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).

Code Enforcement	code	2016 Budget	2016 Projected	2017 Budget
Fire Marshal payroll	413-110	$ 8,500.00	$ 4,900.00	$ 9,640.80
Fire Marshal benefits	413-110-150	$ 650.00	$ 450.00	$ 942.49
Codes payroll	413-140	$ 105,750.00	$ 104,900.00	$ 43,775.00
Codes benefits	413-150	$ 61,152.00	$ 46,700.00	$ 26,773.33
supplies	413-210	$ 7,000.00	$ 3,650.00	$ 7,855.00
consultant services	413-312	$ 74,000.00	$ 64,800.00	$ 77,880.00
mileage	413-337	$ 1,050.00	$ 540.00	$ 660.00
meetings & seminars	413-460	$ 500.00	$ 320.00	$ 1,000.00
		$ 258,602.00	$ 226,260.00	$ 168,526.61

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 the **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.

Litigation regarding a 2015 **conditional use** decision is presently before the Commonwealth Court, and this litigation is expected to conclude in the coming year.

Zoning Hearing Board	code	2016 Budget	2016 Projected	2017 Budget
payroll	414-140	$ 2,400.00	$ 1,450.00	$ 1,600.00
benefits	414-150	$ 184.00	$ 111.00	$ 122.56
professional services	414-310	$ 4,000.00	$ 2,515.00	$ 2,700.00
engineering	414-313	$ 12,000.00	$ 3,640.00	$ 1,500.00
legal	414-314	$ 15,000.00	$ 14,200.00	$ 10,800.00
conditional use	414-315	$ 15,000.00	$ 74,200.00	$ 4,500.00
advertising	414-341	$ 1,500.00	$ 2,450.00	$ 2,750.00
meetings & seminars	414-460	$ 250.00	$ 75.00	$ 200.00
		$ 50,334.00	$ 98,641.00	$ 24,172.56

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	2016 Budget	2016 Projected	2017 Budget
PA One Call	419-242	$ 600.00	$ 2,650.00	$ 3,840.00
		$ 600.00	$ 2,650.00	$ 3,840.00

Public Works

The Public Works Department provides for the maintenance of local roads and municipal-owned properties. The Township maintains about 53 miles of roadways 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.

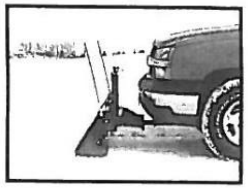
The Budget funds **payroll** and **benefits** for seven full-time positions and one part-time position. The Budget also includes funds for three seasonal employees, if these positions are needed.

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 2016 the employees participated in educational **seminars** on roadside flagging and the safe operation of commercial vehicles.

Public Works	code	2016 Budget	2016 Projected	2017 Budget
payroll	430-140	$ 370,867.00	$ 365,100.00	$ 396,706.44
benefits	430-150	$ 148,252.00	$ 160,900.00	$ 172,336.31
uniform rental	430-238	$ 6,000.00	$ 6,900.00	$ 9,397.00
cell phones	430-326	$ 3,000.00	$ 2,475.00	$ 1,260.00
meetings & seminars	430-460	$ 1,000.00	$ 1,600.00	$ 3,100.00
other expenses	430-470	$ 1,500.00	$ 3,100.00	$ 2,540.00
		$ 530,619.00	$ 540,075.00	$ 585,339.75

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 400-ton stockpile that is currently housed in the Public Works Salt Building. A "normal" 5" snow event requires about 30 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 select roads in the northeast portion of the Township.

Snow Removal	code	2016 Budget	2016 Projected	2017 Budget
materials	432-200	$ -	$ -	$ 44,268.75
contractor	432-450	$ -	$ -	$ 15,000.00
		$ -	$ -	$ 59,268.75

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. The Budget includes grant funds awarded for preventative maintenance services.

Traffic Signals	code	2016 Budget	2016 Projected	2017 Budget
engineering	433-313	$ 15,000.00	$ 6,690.00	$ 6,500.00
electricity	433-361	$ 4,500.00	$ 3,600.00	$ 3,240.00
maintenance	433-374	$ 20,000.00	$ 16,900.00	$ 18,050.00
		$ 39,500.00	$ 27,190.00	$ 27,790.00

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 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-wackers – and any needed **repairs** to these items.

Machinery & Tools	code	2016 Budget	2016 Projected	2017 Budget
vehicle maintenance	437-250	$ 45,000.00	$ 44,300.00	$ 83,064.00
small tools	437-260	$ 6,000.00	$ 6,600.00	$ 6,850.00
small tool repairs	437-370	$ 500.00	$ 400.00	$ 500.00
		$ 51,500.00	$ 51,300.00	$ 90,414.00

Road Maintenance

This Department provides fuels for Public Works vehicles and equipment. The Budget assumes an approximate ten percent increase in **gasoline** and **diesel** prices in the coming year.

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

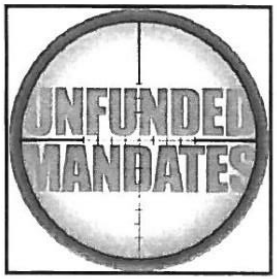
The Budget increases funding for materials (**supplies**) used for roadway improvements made in addition to those included in the Township's annual road program. The improvements include pothole repair and work to roadside swales.

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 will be provided by the Capital Fund. In total, the Budget provides $815,000 for the 2017 Road Program, an amount which 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	2016 Budget	2016 Projected	2017 Budget
gasoline	438-231	$ 6,000.00	$ 4,100.00	$ 5,267.00
diesel	438-232	$ 25,000.00	$ 13,200.00	$ 22,330.00
signs	438-242	$ 3,000.00	$ 3,700.00	$ 3,200.00
supplies	438-245	$ 25,000.00	$ 16,400.00	$ 35,900.00
contractor, snow	438-300	$ 15,000.00	$ 7,100.00	$ -
engineering	438-313	$ 45,000.00	$ 64,900.00	$ 55,000.00
contractor, road program	438-370	$ 500,000.00	$ 390,160.00	$ 15,500.00
		$ 619,000.00	$ 499,560.00	$ 137,197.00

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 100 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.

While Worcester Township shares the goal of protecting the community's watershed and natural resources, we believe a "one size fits all" approach mandated by Federal and State Law is not the best way to achieve this goal. Instead, local governments should be allowed to develop effective solutions to local problems.

The new stormwater regulations are scheduled to be adopted in 2017. The regulations will add significant cost to many improvement projects undertaken by property owners. Residents so affected are encouraged to contact their State Representative, State Senator and Member of Congress to let them know of the cost incurred to meet this Federal and State mandate.

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	2016 Budget	2016 Projected	2017 Budget
engineering	446-313	$ 60,000.00	$ 25,800.00	$ 44,500.00
		$ 60,000.00	$ 25,800.00	$ 44,500.00

Recreation Administration

This Department provides for the management of Township parks and recreation programs, and includes one full-time employee, the Parks, Grants & Outreach Manager. This position, which was created in 2016, includes some of the duties assigned to the previous Assistant Township Manager, a position that was eliminated in 2016.

The Parks, Grants & Outreach Manager 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	2016 Budget	2016 Projected	2017 Budget
payroll	451-140	$ 32,500.00	$ 32,750.00	$ 47,586.00
benefits	451-150	$ 16,331.00	$ 26,875.00	$ 26,861.25
mobile phone	451-326	$ 409.00	$ -	$ -
mileage reimbursement	451-337	$ 500.00	$ 390.00	$ 300.00
meetings & seminars	451-460	$ 1,000.00	$ 1,100.00	$ 1,025.00
		$ 50,740.00	$ 61,115.00	$ 75,772.25

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**, and the Township is a member of a multi-municipal program that sponsors year-round bus **trips** to venues including Philadelphia, Baltimore and New York City.

The Budget funds a new event in 2017 – **Worcester Community Day**. The event will be held at Heebner Park in the spring, 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 community resource.

Recreation & Culture	code	2016 Budget	2016 Projected	2017 Budget
discounted tickets	452-247	$ 7,750.00	$ 7,700.00	$ 7,900.00
camps & sport leagues	452-248	$ 27,000.00	$ 18,500.00	$ 22,100.00
trips	452-249	$ 6,500.00	$ 8,500.00	$ 6,800.00
Community Day	452-250	$ -	$ -	$ 6,500.00
library	452-520	$ 6,000.00	$ 6,000.00	$ 6,300.00
		$ 47,250.00	$ 40,700.00	$ 49,600.00

Parks

This Department provides for the maintenance of the Township's parks system, which includes 113 acres of both active and passive parklands, and more than 155 acres of natural open spaces.

Heebner Park, our community's signature park (totaling 84 acres) includes a number of athletic fields and courts, walking trails, outdoor rental facilities, and is the site of large-scale events hosted by various organizations throughout the year. The Township's popular Zacharias Trail begins within the walking trails at Heebner Park, and has an end goal to connect to Evansburg State Park.

Mt. Kirk Park boasts one multi-purpose sports field, in addition to a walking trail bordering the field measuring in at a little more than a quarter mile in length. The park itself sits on a total of 7.6 acres, and serves as a convenient walking connection for Township residents residing at the adjacent Chadwick Place residential development.

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

Heyser Field is an equestrian-friendly horse ring located directly behind the Township's Community Hall Building. Community and equestrian events are held at the ring at various times throughout the year, and are well attended. There is also a trail winding through the trees behind the Heyser Ring (700 feet in length) that was constructed by a local Boy Scout Troop.

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 8% 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	2016 Budget	2016 Projected	2017 Budget
Heebner Park - utilities	454-436	$ 3,000.00	$ 3,200.00	$ 3,180.00
Heebner Park - fields	454-437-001	$ 15,000.00	$ 10,500.00	$ 16,400.00
Heebner Park - expenses	454-437-002	$ 20,000.00	$ 9,900.00	$ 12,000.00
Mt. Kirk Park - fields	454-438-001	$ 5,000.00	$ 2,000.00	$ 3,000.00
Mt. Kirk Park - expenses	454-438-002	$ 500.00	$ 500.00	$ 1,450.00
Sunny Brook Park - fields	454-439-001	$ 4,000.00	$ 3,600.00	$ 4,400.00
Sunny Brook Park - expens.	454-439-002	$ 2,400.00	$ 1,800.00	$ 4,900.00
Sunny Brook Park - utilities	454-446	$ 1,200.00	$ 1,100.00	$ 1,560.00
Heyser Park - horse ring	454-470	$ 500.00	$ -	$ 500.00
Heyser Park - expenses	454-471	$ 2,000.00	$ 1,000.00	$ 1,300.00
trails	454-480	$ 5,000.00	$ 5,300.00	$ 5,600.00
other parks	454-490	$ 19,624.00	$ 16,500.00	$ 4,400.00
		$ 78,224.00	$ 55,400.00	$ 58,690.00

Public Relations

This Department provides for the publication of the Township's award-winning **community newsletter**. The newsletter is published quarterly and mailed to the approximately 3,000 homes and businesses that call Worcester home. Township employees prepare the articles and design the newsletter, which helps to lower production costs.

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

Public Relations	code	2016 Budget	2016 Projected	2017 Budget
community newsletter	459-340	$ 20,000.00	$ 12,480.00	$ 14,400.00
other communications	459-341	$ 250.00	$ 230.00	$ 1,400.00
		$ 20,250.00	$ 12,710.00	$ 15,800.00

Other

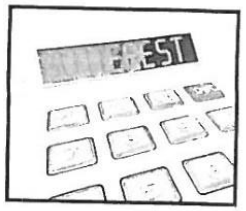
The Township pays **real estate taxes** on portions of two properties that are improved with cell towers. The cell tower companies leasing the property reimburse the Township for the amount paid.

Insurances include premiums paid for property, liability, automotive, inland marine and workers compensation coverages. The Budget also funds a fidelity bond for the Township Manager, as required by Township Code.

Lastly, the Budget includes a year-end **transfer to the Capital Fund**. The 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.

Other	code	2016 Budget	2016 Projected	2017 Budget
real estate taxes	481-430	$ 6,000.00	$ 6,321.00	$ 7,160.00
insurances	486-350	$ 110,000.00	$ 107,600.00	$ 119,037.00
transfer to Capital Fund	492-300	$ 933,823.00	$ 1,384,796.18	$ 895,566.25
		$ 1,049,823.00	$ 1,498,717.18	$ 1,021,763.25

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 presently at historic lows, and are projected to remain at this level throughout 2017. Beginning in 2017 the Township will include its reserves in the Capital Fund, and the General Fund will provide for the day-to-day receipts and operating expenses only. As such most of the interest receipt will be booked to the Capital Fund in the coming year.

Interest	code	2016 Budget	2016 Projected	2017 Budget
interest	341-000	$ 6,629.00	$ 13,600.00	$ 17,000.00
		$ 6,629.00	**$ 13,600.00**	**$ 17,000.00**

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 this Budget was prepared, the Township was awaiting funding decisions on grant applications submitted for three capital projects.

Other Government Level	code	2016 Budget	2016 Projected	2017 Budget
grants	354-351	$ -	$ -	$ -
		$ -	$ -	$ -

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. The fee is paid at the time a building permit is issued. The Budget includes traffic impact fees to be paid for the final lots to be built at the Preserve at Worcester and Applewood subdivisions, and for an addition to the IBEW training facility that was approved in 2016.

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	2016 Budget	2016 Projected	2017 Budget
traffic impact fees	363-100	$ -	$ -	$ 45,857.00
miscellaneous	381-000	$ -	$ -	$ 6,000.00
		$ -	**$ -**	**$ 51,857.00**

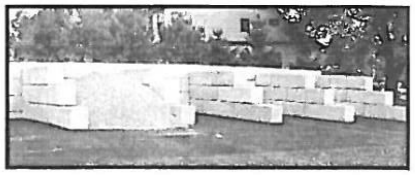
Transfers In

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 adequate reserve accounts, the Township is effectively deferring future obligations to the next generation of Township residents. This approach is not acceptable.

Transfers In	code	2016 Budget	2016 Projected	2017 Budget
General Fund transfer	392-010	$ -	$ 1,384,796.18	$ 895,566.25
		$ -	**$ 1,384,796.18**	**$ 895,566.25**

General Government

The Township maintains a computer network 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 a server (**office equipment**). The Budget also provides for the purchase of a GIS module that will permit the Township to more effectively manage its infrastructure.



The Budget provides for modest **improvements** to the Township Building, including the installation of a floor-to-ceiling shelving unit, and the reconfiguration of the front office area. The Budget also funds the installation of block bins in which residents may drop-off branches and holiday trees for chipping, and pick-up mulch. The block bins will be located in the footprint of the former salt storage building.

Lastly, the Budget provides for fencing and additional security cameras at the Public Works garage.

General Government	code	2016 Budget	2016 Projected	2017 Budget
office equipment	405-720	$ -	$ -	$ 29,800.00
investing/CD fees	402-470	$ 750.00	$ 1,150.00	$ -
building improvements	409-600	$ -	$ -	$ 39,700.00
interfund transfer	492-010	$ 383,872.00	$ 383,872.00	$ -
		$ 384,622.00	**$ 385,022.00**	**$ 69,500.00**

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 2017 Road Program.

The Budget also funds a study of Township bridges and major culvert crossings. The study will establish an inspection schedule for this critical infrastructure, and help the Township to better plan for future upgrades and replacements.

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

- a large dump truck, to replace two trucks, a 1999 dump truck and a 2003 dump truck;
- a utility tractor & mower, to replace a 1999 tractor;
- a 72" mower, to replace a 2008 mower; and,
- a small riding mower, to replace a 2008 mower.

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

Lastly, the Budget provides for the purchase of a third Speed Sentry **traffic sign**, and provides additional funds for unforeseen **traffic signal** repairs.

Public Works	**code**	**2016 Budget**	**2016 Projected**	**2017 Budget**
capital roads	430-600	$ -	$ -	$ 504,000.00
equipment purchase	430-740	$ -	$ -	$ 207,200.00
traffic signs & signals	433-600	$ -	$ -	$ 10,100.00
		$ -	**$ -**	**$ 721,300.00**

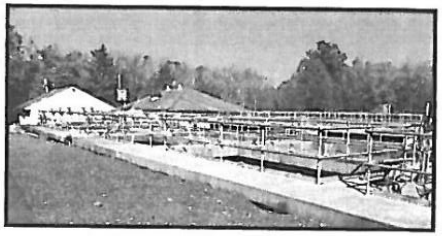
Parks & Recreation

The Budget provides for the construction of a parking lot at Heebner Park, adjacent to a soccer field that was installed in 2016. The soccer field will become available for use in the spring of 2018.

The Budges also provides funds for possible **land acquisitions**, including the former North Penn Army Reserve Base on Berks Road.

Parks & Recreation	**code**	**2016 Budget**	**2016 Projected**	**2017 Budget**
parks and trails	454-600	$ -	$ -	$ 77,500.00
land acquisition	454-710	$ -	$ -	$ 80,000.00
		$ -	**$ -**	**$ 157,500.00**

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 910 residential and commercial customers.

In 2016 the Township installed an extension to the Valley Green system that provides public sewer connections to 72 properties in and around the Worcester Acres neighborhood. Property owners were given the opportunity to pay the improvement assessment over a thirty-year period, but several owners opted to pay the improvement assessment in full in 2016, which explains the significant **tapping fee** revenue received in 2016. In 2017 the Budget assumes six new connections to the system.

The Budget proposes a 2.4% increase to residential and commercial **sewer fees**. For each of the previous three years the sewer fee was increased by 10%, a measure that was taken because the Township did not set a fee commensurate with expenses for several years. Moving forward the Township will work to minimize operational expenses where possible, and set a fee that (a) recovers this cost, and (b) funds a sensible capital reserve.

Wastewater	code	2016 Budget	2016 Projected	2017 Budget
interest	341-000	$ 187.00	$ 625.00	$ 600.00
interest, special district	341-100	$ 13,763.00	$ -	$ -
tapping fees	364-110	$ 17,500.00	$ 500,700.00	$ 11,400.00
sewer fees, residential	364-120	$ 425,592.00	$ 431,050.00	$ 490,104.66
sewer fees, commercial	364-130	$ 155,536.00	$ 153,000.00	$ 151,561.21
late fees	364-140	$ 5,200.00	$ 6,800.00	$ 6,000.00
certification fees	364-150	$ 1,200.00	$ 1,100.00	$ 1,080.00
liens	364-190	$ 280.00	$ 376.00	$ 100.00
miscellaneous income	381-000	$ 353,996.00	$ -	$ 100.00
		$ 973,254.00	$ 1,093,651.00	$ 660,945.87

Wastewater Expenditures

The Township's three-year contract for wastewater operator services expires in 2017. At this time the Township will bid for sludge removal and directly contract for testing services (**other expenses**), in lieu of having the contractor provide these services. The arrangement will save overhead expense that the wastewater operator now charges to the Township.

A share of the wastewater operator service cost is allocated to each of the two wastewater treatment plants and six pumping stations. A new allocation has been calculated for the 2017 Budget, and 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 $90,000 for **capital improvements** and for unforeseen repairs to the system.

Wastewater Treatment	code	2016 Budget	2016 Projected	2017 Budget
alarm services	429-242	$ 1,200.00	$ 933.00	$ 982.00
maintenance supplies	429-227	$ -	$ -	$ -
other expenses	429-300	$ 6,000.00	$ 24,900.00	$ 63,570.00
engineering	429-313	$ 12,000.00	$ 11,500.00	$ 10,750.00
legal	429-314	$ 5,000.00	$ 11,100.00	$ 3,900.00
plant operations	429-316	$ 173,196.00	$ 166,400.00	$ 126,512.40
telephone	429-321	$ 850.00	$ 840.00	$ 888.00
utilities	429-361	$ 109,940.00	$ 110,200.00	$ 101,460.00
water	429-366	$ 400.00	$ 400.00	$ -
equipment & repairs	429-374	$ 16,000.00	$ 22,900.00	$ 12,600.00
CPF, operations	429-421-001	$ 11,011.00	$ 11,400.00	$ 9,042.00
CPF, utilities & repairs	429-421-002	$ 4,000.00	$ 8,700.00	$ 4,452.00
MW, operations	429-422-001	$ 21,907.00	$ 18,600.00	$ 9,042.00
MW, utilities & repairs	429-422-002	$ 350.00	$ 600.00	$ 1,752.00
FC, operations	429-424-001	$ 9,790.00	$ 10,900.00	$ 9,042.00
FC, utilities & repairs	429-424-002	$ 2,700.00	$ 2,800.00	$ 3,804.00
HV, operations	429-423-001	$ 10,297.00	$ 10,175.00	$ 9,042.00
HV, utilities & repairs	429-423-002	$ 2,500.00	$ 3,600.00	$ 4,380.00
CP, operations	429-425-001	$ 10,460.00	$ 11,000.00	$ 9,042.00
CP, utilities & repairs	429-425-002	$ 3,500.00	$ 3,600.00	$ 4,488.00
AD, operations	429-426-001	$ 8,070.00	$ 9,600.00	$ 9,042.00
AD, utilities & repairs	429-426-002	$ 4,000.00	$ 4,821.00	$ 3,228.00
capital improvements	429-700	$ 170,200.00	$ 48,500.00	$ 90,000.00
staff costs	405-150	$ 47,154.00	$ 47,154.00	$ -
insurance	489-350	$ 3,134.00	$ 3,134.00	$ 3,095.00
WIP - Valley Green repairs	429-670	$ -	$ 850.00	$ -
WIP - Hickory Hill expansion	429-671	$ 200,000.00	$ 204,800.00	$ -
GOB - principal	471-200	$ 90,868.00	$ 37,560.00	$ 120,000.00
GOB - interest	472-200	$ 48,728.00	$ 50,358.00	$ 50,821.26
		$ 973,255.00	$ 837,325.00	$ 660,934.66

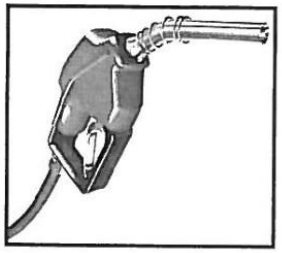
Interest

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 presently at historic lows, and are projected to remain at this level throughout 2017.

Interest	code	2016 Budget	2016 Projected	2017 Budget
interest	341-000	$ 198.00	$ 840.00	$ 250.00
		$ 198.00	**$ 840.00**	**$ 250.00**

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 promised to significantly increase the amount of liquid fuel funds distributed to municipalities. Since this time the Township's annual allocation has increased by about 44%. With these additional dollars the Township has expanded its annual road maintenance program, so to maximize the useful life of critical infrastructure.

Licenses	code	2016 Budget	2016 Projected	2017 Budget
Liquid Fuel Funds	355-020	$ 315,530.00	$ 325,426.98	$ 343,000.00
		$ 315,530.00	**$ 325,426.98**	**$ 343,000.00**

Public Works

The Budget earmarks almost all liquid fuel funds received for the 2017 Road Program. As previously noted, 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 beginning in 2017 – are provided by the General Fund. This approach allows the Township to establish an honest budget that adequately funds road maintenance needs.

Public Works	code	2016 Budget	2016 Projected	2017 Budget
snow & ice removal	432-250	$ 40,000.00	$ 41,290.00	$ -
road maintenance contractor	438-370	$ 275,530.00	$ 344,000.00	$ 340,000.00
		$ 315,530.00	**$ 385,290.00**	**$ 340,000.00**

Appendix A

RECEIPTS AND EXPENDITURES BY FUND

GENERAL FUND

January 1, 2017 balance	$ 250,000.00

RECEIPTS	2016 Budget	2016 Projected	2017 Budget
Taxes	$ 2,760,813.00	$ 2,990,995.00	$ 2,834,095.00
Licenses & Pemits	$ 221,225.00	$ 231,710.00	$ 221,140.00
Fines & Forfeits	$ 2,500.00	$ 1,510.00	$ 1,000.00
Interest & Rents	$ 175,764.00	$ 184,850.00	$ 159,313.32
Intergovernmental Revenue	$ 180,850.00	$ 170,600.18	$ 166,055.18
Charges for Services	$ 284,915.00	$ 270,105.00	$ 178,495.00
Miscellaneous Revenue	$ 2,500.00	$ 36,400.00	$ 14,260.00
Other Financing	$ 384,672.00	$ 384,772.00	$ 800.00
	$ 4,013,239.00	$ 4,270,942.18	$ 3,575,158.50

EXPENDITURES	2016 Budget	2016 Projected	2017 Budget
Legislative	$ 129,090.00	$ 118,660.00	$ 113,692.14
Management	$ 160,038.00	$ 133,456.00	$ 220,668.99
Finance	$ 85,552.00	$ 98,430.00	$ 93,712.17
Tax Collection	$ 49,548.00	$ 39,522.00	$ 40,292.52
Legal	$ 110,000.00	$ 117,000.00	$ 81,000.00
Clerical	$ 188,469.00	$ 196,890.00	$ 200,361.33
Engineering	$ 30,000.00	$ 29,400.00	$ 41,500.00
Township Building	$ 27,000.00	$ 31,780.00	$ 33,051.00
Garage	$ 25,900.00	$ 22,000.00	$ 24,800.40
Community Hall	$ 8,700.00	$ 9,775.00	$ 11,112.00
Historical Building	$ 7,000.00	$ 5,600.00	$ 5,528.92
Hollow Road Rental	$ 5,000.00	$ 2,675.00	$ 4,330.00
Springhouse	$ 500.00	$ 350.00	$ 1,000.00
Fire Protection	$ 330,000.00	$ 325,286.00	$ 341,434.86
Code Enforcement	$ 258,602.00	$ 226,260.00	$ 168,526.61
Zoning Hearing Board	$ 50,334.00	$ 98,641.00	$ 24,172.56
PA One Call	$ 600.00	$ 2,650.00	$ 3,840.00
Public Works	$ 530,619.00	$ 540,075.00	$ 585,339.75
Snow Removal	$ -	$ -	$ 59,268.75
Traffic Signals	$ 39,500.00	$ 27,190.00	$ 27,790.00
Machinery & Tools	$ 51,500.00	$ 51,300.00	$ 90,414.00
Road Maintenance	$ 619,000.00	$ 499,560.00	$ 137,197.00
Stormwater Management	$ 60,000.00	$ 25,800.00	$ 44,500.00
Recreation Administration	$ 50,740.00	$ 61,115.00	$ 75,772.25
Recreation & Culture	$ 47,250.00	$ 40,700.00	$ 49,600.00
Parks	$ 78,224.00	$ 55,400.00	$ 58,690.00
Public Relations	$ 20,250.00	$ 12,710.00	$ 15,800.00
Other	$ 1,049,823.00	$ 1,498,717.18	$ 1,021,763.25
	$ 4,013,239.00	$ 4,270,942.18	$ 3,575,158.50

2017 GENERAL FUND	$ 0.00
December 31, 2017 balance	$ 250,000.00

CAPITAL FUND

January 1, 2017 balance			$ 9,615,200.00

RECEIPTS	2016 Budget	2016 Projected	2017 Budget
Interest	$ 6,629.00	$ 13,600.00	$ 17,000.00
Other Government Levels	$ -	$ -	$ -
Fees	$ -	$ -	$ 51,857.00
Transfers In	$ -	$ 1,384,796.18	$ 895,566.25
	$ 6,629.00	$ 1,398,396.18	$ 964,423.25

EXPENDITURES	2016 Budget	2016 Projected	2017 Budget
General Government	$ 384,622.00	$ 385,022.00	$ 69,500.00
Public Works	$ -	$ -	$ 721,300.00
Parks & Recreation	$ -	$ -	$ 157,500.00
	$ 384,622.00	$ 385,022.00	$ 948,300.00

2015 CAPITAL FUND			**$ 16,123.25**
December 31, 2017 balance			$ 9,631,323.25

SEWER FUND

January 1, 2017 balance			$ 336,600.00

RECEIPTS	2016 Budget	2016 Projected	2017 Budget
Wastewater	$ 973,254.00	$ 1,093,651.00	$ 660,945.87
	$ 973,254.00	$ 1,093,651.00	$ 660,945.87

EXPENDITURES	2016 Budget	2016 Projected	2017 Budget
Wastewater	$ 973,255.00	$ 837,325.00	$ 660,934.66

2015 SEWER FUND			**$ 11.21**
December 31, 2017 balance			$ 336,611.21

STATE FUND

January 1, 2017 balance...	$ 24,400.00

RECEIPTS	2016 Budget	2016 Projected	2017 Budget
Interest	$ 198.00	$ 840.00	$ 250.00
Licenses	$ 315,530.00	$ 325,426.98	$ 343,000.00
	$ 315,728.00	$ 326,266.98	$ 343,250.00

EXPENDITURES	2016 Budget	2016 Projected	2017 Budget
Public Works	$ 315,530.00	$ 385,290.00	$ 340,000.00

2017 STATE FUND	**$ 3,250.00**
December 31, 2017 balance.	$ 27,650.00

Appendix B

PROPERTY TAX RATES

Worcester Township boasts the second 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 2017. 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 $1,383 in property tax to Montgomery County (3.459 mills), and $11,496 in property tax to the Methacton School District (28.74 mills).

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

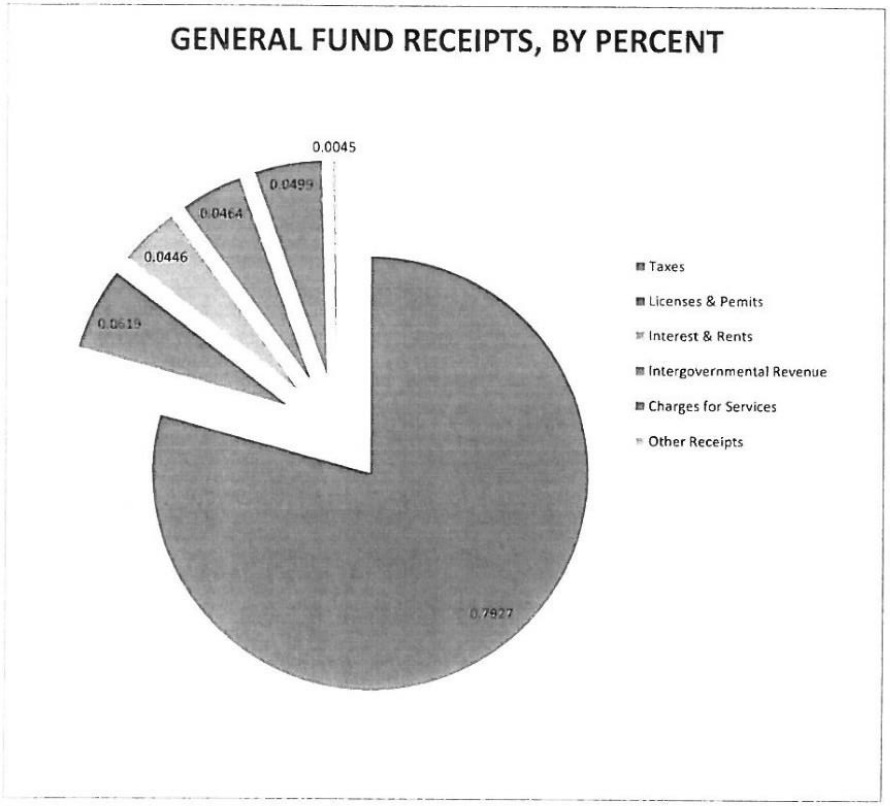
$891.28 is paid to the Methacton School District

$107.22 is paid to Montgomery County

$1.55 is paid to Worcester Township

Appendix C

GENERAL FUND RECEIPTS, BY PERCENT

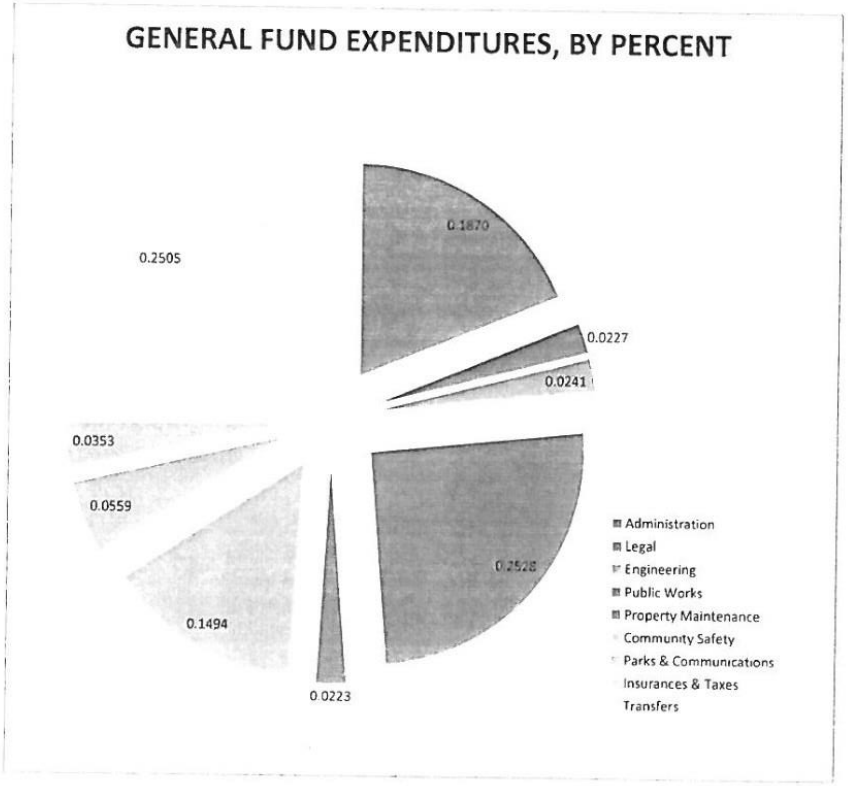


Appendix D

GENERAL FUND EXPENDITURES, BY PERCENT

Appendix E

STAFFING LEVELS & ORGANIZATION CHART



STAFFING LEVELS

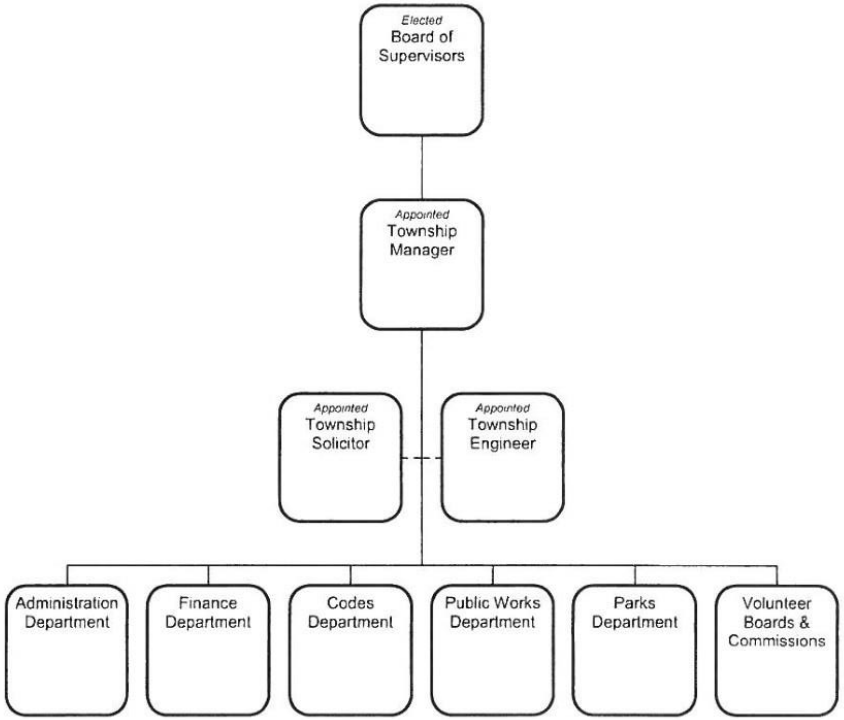
FULL-TIME POSITIONS	2017	2016	2015
Township Manager	1	1	1
Assistant Manager (1)	0	1	1
Finance Director	1	1	1
Receptionist	0	1	1
Codes Clerk	1	1	1
Parks Director	1	0	1
Administrative Assistant	1	1	1
Public Works Director	1	1	1
Public Works Foreman	1	1	1
Public Works Laborer	5	5	5
	12	13	14

PART-TIME POSITIONS	2017	2016	2015
Receptionist	1	0	0
Public Works Laborer	1	1	1
Fire Marshal	1	1	1
File Clerk	1	1	1
	4	3	3

Notes:

(1) Assistant Manager served as Parks Director in 2016.

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
Total	**$2,495,000.00**	-	**$602,771.69**	**$3,097,771.69**

* Mandatory Redemption.

Appendix G

2017 FEE SCHEDULE

to be considered on January 3, 2017

Appendix H

CAPITAL FUND RESERVE BALANCES

CAPITAL FUND RESERVE BALANCES

CAPITAL FUND RECEIPTS		
interest	$	17,000.00
grants	$	-
traffic impact fees	$	45,857.00
miscellaneous	$	6,000.00
General Fund transfer	$	895,566.25
total	$	964,423.25

CAPITAL FUND RECEIPTS ALLOCATION		
Operating Reserve Fund	$	-
Capital Reserve Fund	$	918,566.25
Act 209 Fund	$	45,857.00
North Penn ARB Fund	$	-
Open Space Acqusition Fund	$	-
Park & Trail Development Fund	$	-
total	$	964,423.25

CAPITAL FUND EXPENDITURES		
office equipment	$	29,800.00
investing/CD fees	$	-
building improvements	$	39,700.00
interfund transfer	$	-
capital roads	$	504,000.00
equipment purchase	$	207,200.00
traffic signs & signals	$	10,100.00
parks and trails	$	77,500.00
land acquisition	$	80,000.00
total	$	948,300.00

CAPITAL FUND EXPENDITURES ALLOCATION		
Operating Reserve Fund	$	-
Capital Reserve Fund	$	790,800.00
Act 209 Fund	$	-
North Penn ARB Fund	$	60,000.00
Open Space Acqusition Fund	$	20,000.00
Park & Trail Development Fund	$	77,500.00
total	$	948,300.00

Operating Reserve Fund		
projected balance 1/1/2017	$	875,000.00
receipts	$	-
expenditures	$	-
projected balance 12/31/17	$	875,000.00

Capital Reserve Fund		
projected balance 1/1/2017	$	6,293,185.00
receipts	$	918,566.25
expenditures	$	790,800.00
projected balance 12/31/17	$	6,420,951.25

Act 209 Fund		
projected balance 1/1/2017	$	341,565.00
receipts	$	45,857.00
expenditures	$	-
projected balance 12/31/17	$	387,422.00

North Penn ARB Fund		
projected balance 1/1/2017	$	755,450.00
receipts	$	-
expenditures	$	60,000.00
projected balance 12/31/17	$	695,450.00

Open Space Acqusition Fund		
projected balance 1/1/2017	$	750,000.00
receipts	$	-
expenditures	$	20,000.00
projected balance 12/31/17	$	730,000.00

Park & Trail Development Fund		
projected balance 1/1/2017	$	600,000.00
receipts	$	-
expenditures	$	77,500.00
projected balance 12/31/17	$	522,500.00

CAPITAL FUND

projected balance 1/1/2017	$	9,615,200.00
receipts	$	964,423.25
expenditures	$	948,300.00
projected balance 12/31/17	$	9,631,323.25

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 $200,000 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.*

TOWNSHIP OF WORCESTER
MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION 2016-38

A RESOLUTION TO AUTHORIZE SUBMISSION OF A GRANT APPLICATION TO THE PECO GREEN REGION OPEN SPACE PROGRAM

WHEREAS, the Township of Worcester ("Township") desires to undertake the Heyser Field Improvement Project; and,

WHEREAS, the Township desires to apply to the PECO Green Region Open Space Program for a grant for the purpose of carrying out this project; and,

WHEREAS, the Township has received and the Township understands the 2016 PECO Green Region Open Space Program Guidelines.

THEREFORE, BE IT RESOLVED THAT the Township Board of Supervisors hereby approves this project and authorizes an application be made to the PECO Green Region Open Space Program in the amount of $10,000; and,

BE IT FURTHER RESOLVED, THAT, if the application is granted, the Township commits to the expenditure of matching funds in the amount of $10,000 necessary for the project's success.

RESOLVED THIS 21ST DAY OF DECEMBER, 2016.

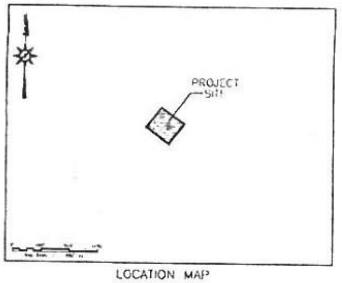
FOR WORCESTER TOWNSHIP

By: _____
Susan G. Caughlan, Chair
Board of Supervisors

Attest: _____
Tommy Ryan, Secretary

agenda item **d)**

agenda item e)



LOCATION MAP

GENERAL PLAN NOTES

BASE EXISTING FEATURES AND SURVEY NOTES:

DEVELOPMENT NOTES:

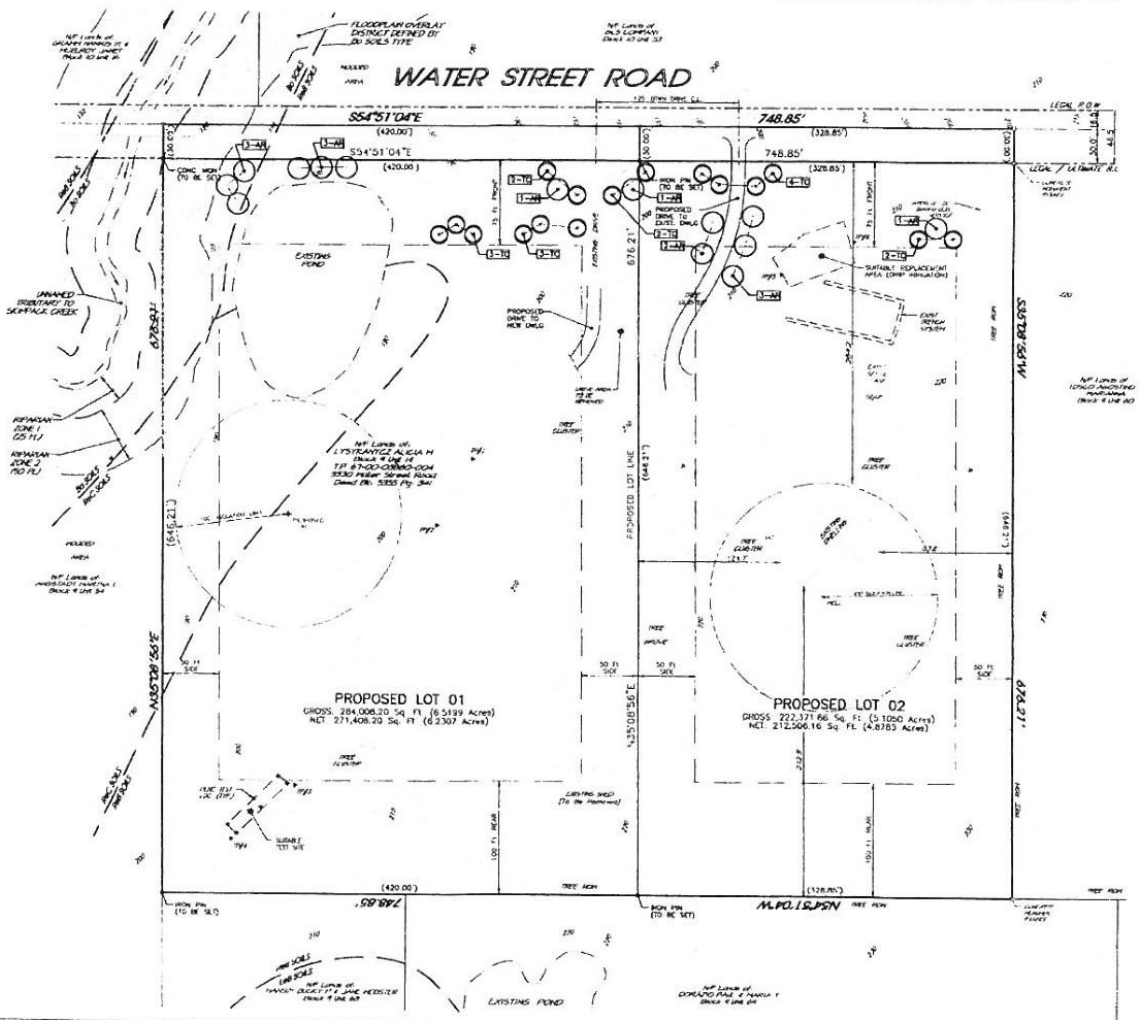
PLANTING SCHEDULE

Plant Symbol	Quantity	Botanical Name	Common Name	Minimum Caliper Size	Minimum Spread	Minimum Height	Remarks
SHADE TREES	18	8	Acer rubrum 'Armstrong'	Armstrong Red Maple	3.5"	8-10'	12-14'	B&B
	12	8	Tilia cordata 'Greenspire'	Greenspire Littleleaf Linden	3.5"	8-10'	12-14'	B&B
	30	TOTAL SHADE/CANOPY TREES						

[1] Tree species substitutions must be approved by the Township prior to installation.

PROJECT SOILS DATA

Soils Type	Slope(s)	Depth to Restrictive Feature	Depth to Water Table	Hydrologic Soil Group	Farmland Classification
Ev Elkinsville-Urban Land Soil Complex	0 / 4	72-84" to Lithic Bedrock	0 to 18"	B/D	Not Prime Farmland
BuB Buckingham Soil Complex	3 to 8 percent	20-36" to Fragipan 40-72" to Lithic Bedrock	18 to 36"	C	of Statewide Importance
BuC Buckingham Soil Complex	8 to 15 percent	20-36" to Fragipan 40-72" to Lithic Bedrock	18 to 36"	C	of Statewide Importance



EXISTING PARCEL AREA SCHEDULE

GROSS TRACT AREA	506,379.86 Sq. Ft. / 11.6249 Acres
ULTIMATE R.O.W.	22,465.50 Sq. Ft. / 0.5157 Acres
NET TRACT AREA	483,914.36 Sq. Ft. / 11.1092 Acres

THIS PLAN WAS PREPARED AS A PARCEL SUBDIVISION ONLY. NO NEW CONSTRUCTION IS PROPOSED WITH THIS APPLICATION.

SITE DATA and ZONING SCHEDULE

ZONING DISTRICT AGR - AGRICULTURAL DISTRICT (Z.O. Section 150-10)

Ordinance Item	Section	Requirement	PROPOSED LOT 01	PROPOSED LOT 02
Principal Use	[illegible]	Single Family Detached Dwelling	Single Family Detached Dwelling	Single Family Detached Dwelling
[illegible]	[illegible]	90,000 Sq. Ft.	271,408.20 Sq. Ft.	212,506.16 Sq. Ft.
Minimum Lot Width	150 / 150 (1) & (2)	150 Ft.	420.0 Ft.	328.85 Ft.
Minimum Setbacks				
[illegible]	[illegible]	50 Ft.	275 Ft.	264.2 Ft. [1]
Rear	[illegible]	100 Ft.	>100 Ft.	222.7 Ft. [1]
Side	30 / 150 (1)	50 Ft.	150 Ft.	176.7 Ft. / 117.6 Ft. [1]
Accessory Structure	30 / 150 (2)(b)	50 Ft.	140 Ft.	140 Ft.
Maximum Building Coverage	30 - [illegible]	10 % (of net lot)	1.8% (3360 Sq. Ft.)	1.8% (3360 Sq. Ft.) [2]
Maximum Impervious Coverage	30 - [illegible]	30 % (of net lot)	30 % (of net lot)	7.1% (13,500 Sq. Ft.) [2]
Maximum Height	30 - [illegible]	35 Ft. Bldg. (2½ Sty) 15 Ft. (1½ Sty)	35 Ft. Bldg. (2½ Sty) 15 Ft. (1½ Sty)	35 Ft. Bldg. (2½ Sty) 15 Ft. (1½ Sty)
Parking Spaces	150 - [illegible]	1 Space Per Dwelling	2 Spaces Per Dwelling	2 Spaces Per Dwelling

[1] [illegible]
[2] [illegible]

PROJECT WAIVERS LIST

SECTION No.	DESCRIPTION	SECTION No.	DESCRIPTION
4 - 150-10	Requires use "by-right" [illegible]	4 - 150-10-[illegible]	Requires permitted [illegible]
5 - 150-10-A	Requires [illegible]	5 - 150-10-[illegible]	Requires [illegible]
5 - 150-10-B	Requires [illegible]	6 - 150-[illegible]	Requires [illegible]
		7 - 150-[illegible]	Requests [illegible]

PLAN LEGEND

- Tract Boundary Line
- Legal Right-of-Way Line
- Existing Roadway Centerline
- Stormwater Overlay
- Water Contour
- Existing Soil Series Limits
- Existing Other / Paving Limit
- Existing Vegetation Limit

Block 9 Unit 18 TP 67-00-03860-004
COMMONWEALTH OF PENNSYLVANIA
COUNTY OF MONTGOMERY

OWNER'S CERTIFICATE

PLANNING COMMISSION

BOARD OF SUPERVISORS

TOWNSHIP ENGINEER

SURVEYOR'S CERTIFICATION

RECORDER OF DEEDS

PROCESSED and REVIEWED & report has been [illegible] by the Montgomery County Planning Commission in accordance with the Municipalities Planning Code

Montgomery County Planning Commission

PRELIMINARY / FINAL PLAN

MINOR SUBDIVISION PLAN

3330 WATER STREET ROAD

WOODROW & ASSOCIATES, INC.
MUNICIPAL / CIVIL CONSULTING ENGINEERS

Eah, Sudoh

Sept. 28, 2015

13-1204 0

1

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 14, 2016
Ref: # 7200-51

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

Attention: Tommy Ryan, Township Manager

Reference: 3330 Water Street Road - Component 1 Planning Module

Dear Tommy:

I have reviewed the Component 1 Planning Module submission which was received by the Township on November 10, 2016. This Planning Module Component was forwarded to the Township by VW Consultants, LLC, on behalf of the property owners at 3330 Water Street Road. I have reviewed the Planning Module package for completeness. The information provided included a "Completeness Checklist", a copy of the letter from the Montgomery County Health Department dated October 25, 2016, a completed Component 1, Sewage Facilities Planning Module, Site Investigation and Percolation Test Reports, and a plan entitled "Minor Subdivision Plan" as prepared by Woodrow and Associates Inc., dated September 28, 2015, last revised November 24, 2015. Based on my review, I offer the following comments:

1. The Completeness Checklist needs to be signed and dated by a "Municipal Official". The Township Manager would qualify for this. I have added the PNDI Search, the Planning Agency Signature, and the Zoning Officer Signature as "checked" blocks on the completeness checklist.

2. Page 4, Section I, the block is "checked" indicating that the PNDI review receipt was included with the documentation. The information that I received did not include this receipt. It should therefore be provided to the Township for inclusion in the Planning Module submission.

3. Page 5, Section J, the Township Planning Commission signature needs to be added, and the signature of the Township Zoning Officer needs to be added.

4. Page 6, Section K, the Chairperson of the Board of Supervisors needs to sign the appropriate section, and to include the required information.

Once the planning module package is complete and all signatures are provided, the application, along with the original check can be mailed to the Pennsylvania Department of Environmental Protection. There were two (2) complete sets of information provided, and the same signatures should obtained for the second set of documents. I have marked with pink tabs those sections where signatures and additional information are required. By copy of this letter, I am notifying VW Consultants LLC of my review and request they provide the PNDI search receipt directly to you. I am including all of the information provided to me so that you have a complete set of all submitted documents. Please contact me if you have any questions or need any additional assistance with this Planning Module.

Very truly yours,
CKS ENGINEERS, INC.
Township Engineers

Joseph J. Nolan, P.E.

JJN/paf

cc: Joseph Valentine, VW Consultants, LLC
File