

Conestoga Township B.O.S Minutes

July 5th 2017

CALL TO ORDER- The Supervisors meeting was called to order at 7 pm by Berry.

PRESENT- Supervisors, John Berry, and Robert Hershey Jr, Secretary Naomi Little, Citizens; Attendance list attached.

MINUTES- The Supervisors approved the June meeting minutes on a motion by Hershey Jr., second by Berry. All in favor none opposed.

APPROVE BILLS- The Supervisors approved all bills paid during the month of June on a motion by Berry, second by Hershey Jr. All in favor none opposed.

TREASURER'S REPORT- Report was provided on table for review. Terry Shepps presented the reports and stated that the Twp financial status is steady and continues to move in a positive direction.

ZONING REPORT- Read by Berry, for W. Lampeter: there were 6 permits issued and 5 permits in review. It included rood mounted solar panels, detached garage, detached garage with 60ft new driveway, summer cabins, and a replaced manufactured home.

ROAD MASTER REPORT- Road Crew spent time doing general summer maintenance, patched pipe crossing on Boyscout Rd. Cleaned tree limbs off various roads from storms, mowed ballfield, pool, rail trail, and office. Sprayed around sign posts and fixed road signs.

POLICE REPORT- None

OLD BUSINESS

BURKHOLDER LOT ADD ON- Lot add on was approved on a motion by Berry, second by Hershey Jr. All in favor none opposed.

NEW BUSINESS:

SOLICITOR APPOINTMENT- Discussion on a possible change of the Township Solicitor was tabled on a motion by Berry, second by Hershey Jr. All in favor none opposed.

EXECUTIVE SESSION

Session held on June 30th, 2017 to discuss DEP 537 revisions with geologist from 9-11am.

GENERAL PUBLIC

POOL- The Board and swim team parents will be working on preparing a contract for the next year to set up guidelines and fill needs for both the Twp and the swim team.

ADJOURN- @ 8:17 pm

Motioned by Berry, second by Hershey. All in favor none opposed.

Respectively Submitted by, Naomi Little - Secretary

Naomi Little

ATTENDANCE ROSTER

DATE: July 2017 MEETING: BOS

PLEASE PRINT YOUR NAME & ADDRESS:

1. Eric D. Doman 4 Campside Circle Drive
2. Tom Byers 6 Orchard Lane
3. Fred Don Warfel P.O. Box 42 Conestoga
4. JAY EBERSOLE - WEBER SURVEYORS, INC. 931 STONY BATTERY RD. LANDISVILLE, PA 17538
5. Robin Maguire Sandhill Rd. Conestoga
6. Dianna Good 4000 Main St. Conestoga
7. Bill Rankin 179 Hilltop Drive - Conestoga
8. Terry Shepps 125 Valley Rd. Conestoga
9. Lynne He 4180 Main St
10. Elaine Jones 34 Whipperwill 17603
11. R. J. Vauluh Oaddy J Valley Rd
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____
21. _____

Conestoga Township
Balance Sheet by Class
As of May 31, 2017

	Capital Reserves	General	Pension	Railroad	Recreation	State Hwy	TOTAL
ASSETS							
Current Assets							
Checking/Savings							
100,000 . Petty Cash	0.00	0.00	0.00	0.00	150.00	0.00	150.00
100,010 . Gen #7762 Fulton Checking	0.00	558,598.78	0.00	0.00	0.00	0.00	558,598.78
100,023 . St Hwy #7988 Fulton Checking	0.00	0.00	0.00	0.00	0.00	233,763.37	233,763.37
100,030 . Rec #7787 FultonChecking	0.00	0.00	0.00	0.00	21,619.74	0.00	21,619.74
100,040 . RBC Wealth Management							
Capital Reserves#70605	112,841.50	0.00	0.00	0.00	0.00	0.00	112,841.50
Pension Fund #71969	0.00	0.00	369,830.04	0.00	0.00	0.00	369,830.04
RailRoad Fund #70617	0.00	0.00	0.00	51,574.14	0.00	0.00	51,574.14
Total 100,040 . RBC Wealth Management	112,841.50	0.00	369,830.04	51,574.14	0.00	0.00	534,245.68
1072 . Bill.com Money Out Clearing	0.00	29,240.38	0.00	0.00	0.00	0.00	29,240.38
Total Checking/Savings	112,841.50	587,839.16	369,830.04	51,574.14	21,769.74	233,763.37	1,377,617.95
Total Current Assets	112,841.50	587,839.16	369,830.04	51,574.14	21,769.74	233,763.37	1,377,617.95
TOTAL ASSETS	112,841.50	587,839.16	369,830.04	51,574.14	21,769.74	233,763.37	1,377,617.95
LIABILITIES & EQUITY							
Liabilities							
Long Term Liabilities							
231,000 . Resident Deposit	0.00	53,409.16	0.00	0.00	0.00	0.00	53,409.16
Total Long Term Liabilities	0.00	53,409.16	0.00	0.00	0.00	0.00	53,409.16
Total Liabilities	0.00	53,409.16	0.00	0.00	0.00	0.00	53,409.16
Equity							
Operating Bal Equity	112,841.50	0.00	369,830.04	51,574.14	0.00	0.00	534,245.68
270,000 . Unreserved Fund Balance	0.00	521,812.28	0.00	0.00	18,630.00	40,162.63	580,604.91
Net Income	0.00	12,617.72	0.00	0.00	3,139.74	193,600.74	209,358.20
Total Equity	112,841.50	534,430.00	369,830.04	51,574.14	21,769.74	233,763.37	1,324,208.79
TOTAL LIABILITIES & EQUITY	112,841.50	587,839.16	369,830.04	51,574.14	21,769.74	233,763.37	1,377,617.95

Conestoga Township
Profit & Loss Budget vs. Actual
January through May 2017

Ordinary Income/Expense	General			Recreation			State Hwy		
	Jan - May 17	Budget	\$ Over Budget	Jan - May 17	Budget	\$ Over Budget	Jan - May 17	Budget	\$ Over Budget
Income									
301 - TAXES									
301.010 - Real Estate Tax - Current Year	205,723	251,000	-45,277	0	0	0	0	0	0
301.020 - Real Estate Tax - Prior Year	39	3,500	-3,461	0	0	0	0	0	0
301.030 - Real Estate Tax - Delinquent	0	1,000	-1,000	0	0	0	0	0	0
301.040 - Real Estate Tax - Interim	0	900	-900	0	0	0	0	0	0
310.010 - Real Estate Transfer Tax	13,267	55,000	-41,733	0	0	0	0	0	0
310.020 - Earned Income Tax (1/2 of 1%)	237,410	476,300	-238,890	0	0	0	0	0	0
Total 301 - TAXES	456,440	787,700	-331,260	0	0	0	0	0	0
320 - LICENSES & PERMITS									
321.010 - Cable TV Permit	29,583	48,000	-18,417	0	0	0	0	0	0
Total 320 - LICENSES & PERMITS	29,583	48,000	-18,417	0	0	0	0	0	0
330 - FINES & FORFEITS									
331.000 - Police Fines & Fees Collected	5,494	10,000	-4,506	0	0	0	0	0	0
Total 330 - FINES & FORFEITS	5,494	10,000	-4,506	0	0	0	0	0	0
340 - INTEREST, RENTS & ROYALTIES									
342.003 - Pool-Pool Rental Income	0	0	0	0	1,000	-1,000	0	0	0
342.013 - Pool Rental - Con. Swim Team	0	0	0	0	2,100	-2,100	0	0	0
Total 340 - INTEREST, RENTS & ROYALTIES	0	0	0	0	3,100	-3,100	0	0	0
354 - STATE									
354.000 - State Grants	10,000	0	10,000	0	0	0	0	0	0
354.020 - Road Equipment Grant	13,352	0	13,352	0	0	0	0	0	0
Total 354.000 - State Grants	23,352	0	23,352	0	0	0	0	0	0
355.010 - PURTA (Pub. Util. Realty Tax)	0	900	-900	0	0	0	0	0	0
355.020 - Motor Vehicle Fuel Taxes	0	0	0	0	0	0	146,573	144,925	1,648
355.030 - Turn Back Funds	0	0	0	0	0	0	48,440	48,440	0
355.050 - General FDS Mun. Pension Rel...	0	8,000	-8,000	0	0	0	0	0	0
Total 354 - STATE	23,352	8,900	14,452	0	0	0	195,013	193,365	1,648
361 - CHARGES FOR SERVICES									
361.000 - General Government	1,263	6,000	-4,737	0	0	0	0	0	0
361.010 - Zoning /Subdiv/Land Dev -Gen...	245	1,500	-1,255	0	0	0	0	0	0
362.010 - Zoning Hearing Board Fee	500	1,000	-500	0	0	0	0	0	0
362.020 - Zoning - Building Permits	13,376	10,000	3,376	0	0	0	0	0	0
364.110 - Columarville Sewer User Char...	2,100	3,500	-1,400	0	0	0	0	0	0
364.120 - 537 Plan/OLDS Income	0	500	-500	0	0	0	0	0	0
364.130 - Sanitation Fees Collected/Sewer	730	15,000	-14,270	0	0	0	0	0	0
367 - POOL									
367.010 - Pool-Daily Admission	0	0	0	490	24,000	-23,510	0	0	0
367.020 - Pool-Season Passes	0	0	0	10,710	23,169	-12,459	0	0	0
367.030 - Pool-Swimming Lessons	0	0	0	0	2,342	-2,342	0	0	0
367.040 - Pool-Snack Bar	0	0	0	0	13,081	-13,081	0	0	0
Total 367 - POOL	0	0	0	11,200	62,592	-51,392	0	0	0
Total 361 - CHARGES FOR SERVICES	18,214	37,500	-19,286	11,200	62,592	-51,392	0	0	0

Conestoga Township
Profit & Loss Budget vs. Actual
January through May 2017

	General			Recreation			State Hwy		
	Jan - May 17	Budget	\$ Over Budget	Jan - May 17	Budget	\$ Over Budget	Jan - May 17	Budget	\$ Over Budget
390 - OTHER REVENUE									
399,000 - Miscellaneous Income	7,636	0	1,226	0	0	0	0	0	0
399,010 - Old Equipment Sold	1,226	0	0	0	0	0	0	0	0
399,000 - Miscellaneous Income - Other	8,982	0	8,982	0	0	0	0	0	0
Total 399,000 - Miscellaneous Income	8,982	0	8,982	0	0	0	0	0	0
Total 390 - OTHER REVENUE	541,946	892,100	-350,154	11,200	65,692	-54,492	195,013	193,365	1,648
Total Income	541,946	892,100	-350,154	11,200	65,692	-54,492	195,013	193,365	1,648
Gross Profit									
Expense									
400 - GENERAL GOVERNMENT									
400,010 - Elected Supervisors Salary	2,344	5,625	-3,281	0	0	0	0	0	0
402,000 - Auditing Services/Financial Adm	13,571	10,500	3,071	0	0	0	0	0	0
402,100 - Outside Accounting Services	2,660	16,440	-13,780	0	0	0	0	0	0
402,110 - Software Fees	0	3,240	-3,240	0	0	0	0	0	0
403,000 - Tax Collector Expense	0	800	-800	0	0	0	0	0	0
404,000 - Solicitor/Legal Services	13,289	18,000	-4,711	0	0	0	0	0	0
404,010 - Legal Advertising	3,522	5,000	-1,478	0	0	0	0	0	0
405,000 - Secretary/Clerk Salaries	14,427	32,000	-17,573	0	0	0	0	0	0
406,000 - Office Supplies & Operating	5,922	11,000	-5,078	522	0	522	0	0	0
407,010 - Office Capital Purchase - Compu	0	3,000	-3,000	0	0	0	0	0	0
408,000 - Engineer Services	19,884	10,000	9,884	0	0	0	0	0	0
409,010 - Mun. Bldg-Utl., Operating	6,659	15,000	-8,341	0	0	0	0	0	0
409,020 - Mun. Bldg-Maintenance	4,497	8,000	-3,503	0	0	0	0	0	0
Total 400 - GENERAL GOVERNMENT	86,774	138,605	-51,831	522	0	522	0	0	0
410 - PUBLIC SAFETY									
410,010 - Police Service Payments	145,838	350,000	-204,162	0	0	0	0	0	0
411,010 - Vol. Fire Co - Allocation	40,000	40,000	0	0	0	0	0	0	0
411,020 - Vol Fire Co - Insurance	0	20,734	-20,734	0	0	0	0	0	0
413,010 - ACT537 Plan (UCC/Code Enfor...	4,349	10,000	-5,651	0	0	0	0	0	0
414,000 - Zoning									
414,010 - Zoning Officer Salary	5,555	0	5,555	0	0	0	0	0	0
414,020 - Hearing Board Salary	75	1,200	-1,125	0	0	0	0	0	0
414,030 - Zoning Planning Expenses	20	2,500	-2,480	0	0	0	0	0	0
414,310 - Zoning Hearing Board Legal...	393	1,200	-807	0	0	0	0	0	0
414,330 - Zoning Ordinance Book Up...	0	500	-500	0	0	0	0	0	0
Total 414,000 - Zoning	6,043	5,400	643	0	0	0	0	0	0
Total 410 - PUBLIC SAFETY	196,230	426,134	-229,904	0	0	0	0	0	0
426 - PUBLIC WORKS - SANITATION									
429,010 - Colemarville Expense	2,775	3,000	-225	0	0	0	0	0	0
429,020 - Sanitation Officer-Salary	2,513	15,000	-12,487	0	0	0	0	0	0
Total 426 - PUBLIC WORKS - SANITATION	5,287	18,000	-12,713	0	0	0	0	0	0

Conestoga Township
Profit & Loss Budget vs. Actual
January through May 2017

	General		Recreation		State Hwy	
	Jan - May 17	Budget	\$ Over Budget	Jan - May 17	Budget	\$ Over Budget
430 - HIGHWAYS & STREETS						
430.010 - Road Crew Salary	43,830	99,000	-55,170	0	0	0
430.020 - Road Crew Overtime	0	3,000	-3,000	0	0	0
430.030 - Shop Work Salary	2,701	0	2,701	0	0	0
430.040 - Uniforms	185	0	185	0	0	0
430.740 - Capital Purchase	66,304	40,000	26,304	0	0	0
432.010 - Snow Removal	8,530	0	8,530	0	0	0
433.010 - Street Signs & Markings-St Hwy	561	0	561	0	0	0
434.010 - Street Lighting	3,586	0	3,586	0	0	0
437.000 - Repairs Tools & Machinery	10,366	5,000	5,366	0	0	0
437.002 - Road Dept Maint-to-Mach & To...	640	0	640	0	0	0
437.020 - Hand-Held Tools & Minor Equip.	480	0	480	0	0	0
438.000 - Maintenance to Roads & Bridges						
438.001 - Enola Re-Stoning Project	20,455	0	20,455	0	0	0
438.100 - Rail/Traffic Bridge	0	3,000	-3,000	0	0	0
438.000 - Maintenance to Roads & Bri...	15,257	94,716	-79,459	0	0	0
Total 430.000 - Maintenance to Roads & ...	35,712	97,716	-62,004	0	0	0
Total 430 - HIGHWAYS & STREETS	172,896	244,716	-71,820	0	0	0
450 - CULTURE & RECREATION						
452.103 - Pool Administration	0	0	0	811	11,589	-10,778
452.120 - Pool Salaries	0	0	0	305	0	305
452.123 - Pool Payroll-Liaguada	0	0	0	0	23,000	-23,000
452.223 - Pool - Snack Bar Expenses	0	0	0	1,440	7,000	-5,560
452.233 - Pool - Utilities	0	0	0	4,497	4,000	-3,503
452.303 - Pool - Repairs & Maintenance	0	0	0	4,355	2,801	1,554
452.503 - Pool - Regular Operating	0	0	0	81	8,250	-8,169
452.603 - Pool - Office Expenses	0	0	0	0	5,000	-5,000
452.613 - Pool - Legal Expenses	0	0	0	0	500	-500
453.540 - Conestoga Historical Society	0	1,200	-1,200	0	0	0
455.540 - Lanc. Co. Library - Allocation	0	1,200	-1,200	0	0	0
Total 450 - CULTURE & RECREATION	0	2,200	-2,200	7,488	62,140	-54,652
461 - COMMUNITY DEVELOPMENT						
463.100 - Lancaster County Drug Task	3,776	3,776	0	0	0	0
Total 461 - COMMUNITY DEVELOPMENT	3,776	3,776	0	0	0	0
480 - EMPLOYER BENEFITS						
481.010 - Employers Portion-FICA	4,843	13,000	-8,157	51	2,500	-2,449
481.020 - SUI Employers Portion	449	1,000	-551	0	400	-400
483.000 - Pension-Non Uniform	32,210	15,078	17,132	0	0	0
483.310 - Pension -Professional Services	2,300	2,500	-200	0	0	0
486.010 - Two Insurance Coverages	23,236	25,991	-2,755	0	0	0
486.020 - Pool - Insurance Coverages	0	0	0	0	652	-652
480 - EMPLOYER BENEFITS - Other	42	0	42	0	0	0
Total 480 - EMPLOYER BENEFITS	63,079	57,569	5,510	51	3,552	-3,501
480.000 - Miscellaneous Expense	1,266	500	766	0	0	0
489.010 - Dog Expense	0	600	-600	0	0	0
Total Expense	529,328	892,100	-362,772	8,060	65,692	-57,632
Net Ordinary Income	12,618	0	12,618	3,140	0	3,140
Net Income	12,618	0	12,618	3,140	0	3,140