



Susquehanna TOWNSHIP

1900 Linglestown Road | Harrisburg, PA 17110

Phone 717.545.4751 | Fax 717.540.5298

susquehannatwp.com

Susquehanna Township Board of Commissioners

Regular Meeting Agenda

November 9, 2023

Pincus Room

6:30 p.m.

- A. CALL TO ORDER
- B. ROLL CALL
- C. EXECUTIVE SESSION
- D. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE
- E. PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS
- F. APPROVAL OF MINUTES
 - 1. October 26, 2023 – Board of Commissioners Workshop Meeting
- G. RECOGNITIONS AND PRESENTATIONS
 - 1. PRESENTATION OF A CERTIFICATE OF APPRECIATION TO BRADY BACKHAUS FOR INSTALLING A GAGA BALL PIT AT MCNAUGHTON PARK
Doug Knauss, Director of Parks & Recreation
- H. REPORTS OF COMMITTEES
 - 1. Building & Grounds (Rothrock)
 - 2. Budget, Finance, Insurance & Pension
(Sanderson/Rebarchak/Faylona)
 - 3. Public Works (Napper/Hisiro)
 - 4. Health & Sanitation (Rebarchak/Hisiro)
 - 5. Administration & Personnel
(Napper/Engle/Williams)
 - 6. Police (Engle/Faylona)
 - 7. Fire, EMS, EMA (Hisiro/Williams)
 - 8. Planning & Zoning
(Rothrock/Vacant/Rebarchak)
 - 9. School Board (Vacant/Williams)

- 10. Authority (Napper/Pribulka)
- 11. Shade Tree (Vacant/Rebarchak)
- 12. Communications
(Williams/Rothrock/Vacant)

- 13. Human Relations (Hisiro/Faylona)
- 14. Parks & Recreation (Faylona/Hisiro)

I. PUBLIC HEARINGS – None.

J. BIDS AND AGREEMENTS

**1. RIGHT OF ENTRY FOR THE DEPARTMENT OF GENERAL SERVICES
ANNEX COMPLEX, LOT 16**

Mike Miller, Esquire, Township Solicitor

Narrative

Provided with the agenda is a copy of a Right of Entry Agreement for property owned by the Department of General Services of the Commonwealth of Pennsylvania for the purposes of enabling the Township to conduct a Phase I Environmental Site Assessment (“ESA”) at the premises. The Board authorized an engagement with ARM Group to complete an update to the prior ESA completed in August 2016.

Recommended motion: That the Board of Commissioners authorize the President to execute a Right of Entry Agreement with the Department of General Services for the DGS Annex Complex, Lot 16.

**2. APPROVAL OF BROKER OF RECORD CHANGE FOR SUSQUEHANNA
TOWNSHIP LIABILITY AND WORKER’S COMPENSATION INSURANCE**

David Pribulka, Township Manager

Narrative

Provided with the agenda is a copy of a service agreement with The Hartman Group to serve as the Township’s Broker of Record for Worker’s Compensation and Liability Insurance coverage. Services proposed to be provided include loss control, coverage placement, Safety Committee staffing and certification, and more. The total cost of the engagement is \$25,000, which is significantly less than the Township’s prior broker fees. The Township had previously used the services of Alera Group at a higher cost. Staff has evaluated both firms and is recommending a change of brokerage to The Hartman Group as provided in the attached scope.

Recommended motion: That the Board of Commissioners authorize the Broker of Record Change to The Hartman Group and authorize the Township Manager to execute all necessary documents to affect the same.

3. AWARD OF CONTRACT 2023-P1ST, BOYD PARK PHASE II

Doug Knauss, Director of Parks & Recreation

Narrative

Provided with the agenda is a recommendation letter from Alex Greenly, Township Engineer summarizing the bid tabs received for Boyd Park Phase II. Bids were opened on November 2nd at 10:00 a.m. A total of eight bids were received, and the responses included two alternates. The lowest responsible bidder was Flyway Excavating, Inc. at a total of \$349,700. Budget for the project was \$435,924, allowing the Board to award the base project and both alternates while remaining \$86,224 below budget.

Recommended motion: That the Board of Commissioners award Contract 2023-P1ST, Boyd Park Phase II, including Alternates 1 and 2, to Flyway Excavating, Inc. in a total amount of \$349,700.

K. ACTION ON ORDINANCES, RESOLUTIONS, SUBDIVISION AND LAND DEVELOPMENT PLANS

1. RESOLUTION 2023-R-33 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMISSION OF A STATEWIDE LOCAL SHARE GRANT APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR THE DESIGN OF A NEW PROGRESS FIRE STATION

George Drees, Fire Marshal

Narrative

Provided with the agenda is a copy of a resolution authorizing the submission of a DCED Statewide Local Share Grant in an amount of \$350,000 for the design of a new Progress (Station 32) Fire Station. The Township has appropriated a total of \$500,000 to complete the design in the draft 2024 Annual Budget. To offset the total estimated cost of the design, the Township is seeking \$150,000 from the Dauphin County Local Share Grant funded by gambling proceeds in the county.

Recommended motion: That the Board of Commissioners adopt the resolution authorizing the submission of a Statewide Local Share Grant Application to the Department of Community and Economic Development for the design of a new Progress Fire Station.

2. RESOLUTION 2023-R-34 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA DIRECTING CONRAD SIEGEL

INVESTMENT ADVISORS, INC. TO AMEND THE POLICE AND NON-UNIFORMED RETIREMENT PLANS BY MODIFYING THE ASSET ALLOCATION STRATEGY AND IMPLEMENTING A REVISED ASSET VALUATION METHOD

Sean Sanderson, Ward 5 Commissioner & David Pribulka, Township Manager

Narrative

Provided with the agenda are two letters from Conrad Siegel, actuarial and investment advisor to the Township's Defined Benefit Retirement Plan for Uniformed and Non-Uniformed Employees. During the meeting of the Pension Advisory Committee on October 25th, the Committee recommended two changes to the Pension Plan: One actuarial change and one investment change. Also provided with the agenda is a copy of a resolution affecting the same.

The proposed asset valuation change recommended is to implement "smoothing" to the Township's Minimum Municipal Obligation ("MMO"). Pension smoothing enables the Township to average its MMO over a period of years to stabilize its contributions to the funds. The asset allocation change recommended involves a realignment of the investment allocation to 60% equities from 65%, and 40% fixed income from 35%. The change would also remove real estate from the portfolio in favor of non-investment grade bond options. The respective changes are recommended by the Pension Committee, Investment Advisor, and Actuary for the plan.

Recommended motion #1: That the Board of Commissioners adopt the resolution directing Conrad Siegel Investment Advisors, Inc. to amend the police and non-uniformed pension plans by modifying the asset allocation strategy and implementing a revised asset valuation method.

**3. SUSQUEHANNA UNION GREEN PHASE 2E LAND DEVELOPMENT PLAN
Plan Dated October 6, 2023**

Betsy Logan, Assistant Township Manager

Narrative

Provided with the agenda is the staff summary of outstanding conditions and review comments for Susquehanna Union Green Phase 2E. A link to the full plan set can be found below. This is a Final Minor Land Development Plan for the purpose of constructing a 69-space parking facility with associated site improvements. The additional parking will serve the site as construction continues to occur. The parking area will include related site improvements such as Stormwater Management facilities, landscaping, and lighting. This project is in the TND, Traditional Neighborhood

Development Zoning District (Ward 9). No waivers are requested.

On October 23, 2023, the Planning Commission recommended approval of the planning with the following conditions:

1. All comments from the Township staff memo dated 10/18/2023, the Township Engineer's memo dated 10/17/2023, the Thomas Comitta Associates, INC, comments dated 10/17/2023, and the Dauphin County Planning Commission comments are addressed.
2. Provide financial security for the timely, proper, and complete construction of all applicable improvements, including but not limited to paving, sidewalks, curbing, Stormwater Management Facilities, erosion, and sediment controls, etc., before recording the Plan.
3. Ensure the sidewalk extension design will not allow vehicles to hop the curb and sidewalk directly into the street, since no vegetation will be provided.

Susquehanna Union Green Phase 2E

Recommended motion: The Board of Commissioners approve the Land Development Plan for Susquehanna Union Green Phase 2E subject to the conditions recommended by the Planning Commission.

L. STAFF REPORTS

- | | |
|--|-------------------------|
| 1. Township Manager | 4. Public Works |
| 2. Public Safety/Police | 5. Engineering |
| 3. Community and Economic
Development | 6. Solicitor |
| | 7. Parks and Recreation |

M. OLD BUSINESS – None.

N. NEW BUSINESS

1. CONSENT AGENDA

- a. Statement of Bills Paid
- b. Pay Application #2 – Road Paving (\$173,905.43)
- c. Extension of Copier Lease with Higher Information Group
- d. Letter of Support Request - I-83 South Bridge; Bridge Investment Program (BIP)
Large Bridge Project Grant Application

2. 2024 PRELIMINARY ANNUAL BUDGET – ADOPTION AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION

David Pribulka, Township Manager & Jill Lovett, Director of Finance

Narrative

Provided with the agenda is a copy of the 2024 Preliminary Annual Budget for Susquehanna Township. The Budget & Finance Committee has reviewed the draft document, and changes proposed have been incorporated in the document presented this evening. The Board is asked to adopt the Preliminary Budget and authorize advertisement of a public hearing on adoption of the 2024 Final Operating Budget for Thursday, December 14th. The Preliminary Annual Budget will be made available for public inspection at the municipal building as well as on the Township website, and the public hearing will be advertised in accordance with the requirements of the First Class Township Code. The Township Manager and Director of Finance will present the Preliminary Budget, and the Board is asked to incorporate any desired changes prior to its advertisement for final adoption on December 14th.

Recommended motion: That the Board of Commissioners adopt the 2024 Preliminary Operating Budget and authorize advertisement of a public hearing on the 2024 Final Operating Budget for Thursday, December 14, 2023.

3. REVIEW OF DRAFT 2024 SUSQUEHANNA TOWNSHIP SCHEDULE OF FEES

Betsy Logan, Assistant Township Manager

Narrative

Provided with the agenda is a draft revised Schedule of Fees for Susquehanna Township. The Fee Schedule describes all costs for service recuperated by the Township including those associated with subdivision and land development review; sewer and septic inspections; enforcement; and more. In 2024, staff is proposing several amendments to fees ascribed to zoning permit issuance to be more reflective of cost recovery.

Recommended motion: That the Board of Commissioners authorize staff to prepare a resolution adopting an amended Susquehanna Township Schedule of Fees for Thursday, December 14, 2023.

O. COMMISSIONER COMMENTS

P. ADJOURNMENT

NOTE: TO ACCOMMODATE ALL CITIZENS, INDIVIDUAL SPEAKERS WILL BE PERMITTED THREE MINUTES TO ADDRESS THE BOARD.

NOTE: PLEASE PLACE ALL CELL PHONES, PAGERS, AND OTHER ELECTRONIC DEVICES ON SILENT MODE.

NOTE: THE TOWNSHIP MEETINGS ARE RECORDED.

MINUTES

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

**WORKSHOP MEETING
OCTOBER 26, 2023**

REGULAR MEETING:

President Lynch called to order the Workshop Meeting of the Susquehanna Township Board of Commissioners on Thursday, October 26, 2023 at 6:55 PM.

ROLL CALL:

COMMISSIONERS:

Jody Rebarchak – Present Virtually
Gary Rothrock – Present
Carl Hisiro – Present Virtually
Frank Lynch – Present
Sean Sanderson - Present
Fred Faylona – Excused
Fred Engle – Excused
La Tasha Williams - Present
Steven Napper – Present

TOWNSHIP PERSONNEL:

David Pribulka – Secretary-Manager
Betsy Logan - Assistant Township Manager
Michael Miller, Esq. – Township Solicitor
Rob Martin – Director of Public Safety (Virtual)
Doug Knauss – Parks & Recreation Director
Jackie Wilbern, HRG, Inc. – Township Engineer
George Dress – Township Fire Marshall

EXECUTIVE SESSION:

President Lynch announced that an Executive Session occurred prior to this meeting where matters of personnel, legal, and real estate were discussed as allowed by law.

OTHERS IN ATTENDANCE: Dick Craig, Pastor Tunde Oyelowo, Pastor Yinka Oyelowo, and Mark DiSanto - Triple Crown Corporation were present in person. Virtually Susquehanna Rescue, FF 32-280, Jon Kibe – FF 32-280, Mike Modica – FF 32-280, Susquehanna Rescue, K. Strausbaugh – Chief 32, Caller 01, Caller 0, and Mark Roland were in attendance.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:

President Lynch asked Dick Craig to lead the Pledge of Allegiance followed by a Moment of Silence, and to keep in minute the most recent gunfire events.

PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS: No comments were received from the public at this meeting.

APPROVAL OF MINUTES:

1. October 12, 2023, Board of Commissioners Regular Meeting Minutes

Sean Sanderson moved that the Board of Commissioners approve the October 12, 2023 Regular Meeting minutes. The motion was seconded by Vice President Napper and then unanimously approved.

RECOGNITIONS AND PRESENTATIONS:

- 1. A PROCLAMATION OF SUSQUEHANNA TOWNSHIP ACKNOWLEDGING TWENTY YEARS OF SERVICE TO THE COMMUNITY IN SUSQUEHANNA TOWNSHIP**

President Lynch introduced the item and read the Proclamation.

Commissioner Sanderson moved to adopt the proclamation acknowledging the twenty years of service of Living Spring Harrisburg Church to the community in Susquehanna Township. Vice President Napper second the motion. The motion carried unanimously.

Pastor Tunde Oyelowo thanked the Board for their support and offered blessings to the Township. The meeting was temporarily paused for photos of the Board with Paster Oyelowo.

- 2. PRESENTATION OF THE CAPITAL PROJECTS PORTAL**

Mr. Pribulka introduced the item and conducted a brief demonstration of the Capital Projects Portal created by GHD to show progress on various Authority and Township road and sewer projects. The item was for demonstration purposes only and no action was required.

TRAFFIC STUDY REQUESTS: None

ACTION ON ORDINANCES, RESOLUTIONS, CONTRACTS, SUBDIVISION AND LAND DEVELOPMENT PLANS, AND GENERAL BUSINESS

- 1. RESOLUTION 2023-R-31 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE PRESIDENT AND SECRETARY TO EXECUTE A SETTLEMENT AGREEMENT WITH**

TRIPLE CROWN CORPORATION TO RESOLVE A PERMIT FEE DISPUTE FOR PROPERTY LOCATED AT 3000 RUSSEL DRIVE

Mr. Pribulka introduced the item and informed the Board that the resolution was to approve a fee settlement agreement with Triple Crown for Zoning Permit Fees assessed for the property at 3000 Russel Drive. The revised fee would assign a reduced multiplier to the project.

Commissioner Sanderson moved to adopt the resolution authorizing the President and Secretary to execute a settlement agreement with Triple Crown Corporation to resolve a permit fee dispute for property located at 3000 Russel Drive. Vice President Napper seconded the motion. The motion carried unanimously.

2. RESOLUTION 2023-R-32 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMISSION OF A STATEWIDE LOCAL SHARE GRANT APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR THE PHASE I DEVELOPMENT OF WEDGEWOOD HILLS PARK

Mr. Knauss introduced the item. The Township is looking to submit a grant for the statewide local share grant application for one million dollars that would go toward the first phase of the Wedgewood Hills Park project. The total cost for the first phase is \$1,842,000. This program does not require a match.

Commissioner Sanderson moved to adopt the resolution authorizing the submission of a DCED Statewide Local Share Grant Application for the Phase I development of Wedgewood Hills Park. Vice Chair Napper seconded the motion. The motion carried unanimously.

3. REQUEST FOR MODIFICATION OF APPROVED PLAN – STRAY WINDS FARM PHASE 8

Ms. Logan introduced the item. Triple Crown Corporation is requesting a waiver from retirement to construct an emergency access road shown on the approved plan for Stray Winds Farms Phase 8. The request has been reviewed by the Staff, the Township Engineer, and the Fire Marshal and they found removing the emergency access lane acceptable.

Commissioner Sanderson moved to grant the waiver requested for Stray Winds Farm Phase 8. Commissioner Rothrock seconded the motion. The motion carried unanimously.

4. MINOR SUBDIVISION PLAN – 3604 BEAUCREST DRIVE

Ms. Logan introduced the item. The purpose of this plan is to subdivide the existing lot into two separate lots, including portions of the paper streets along Euclid and Beaucrest

Streets. Proposed Lot 1 would be 0.76 acres in size and contain the existing single-family/multi-family dwellings and related site improvements. Proposed Lot 2 would be 5.04 acres in size and contain the existing natural site features. The lots are being subdivided for a future residential dwelling on Lot 2. A waiver from §22-404, Preliminary Plan Procedure of the Subdivision and Land Development Ordinance is requested.

At their meeting on August 28th, the Planning Commission recommended approval of the waiver. They also recommended approval of the plan, subject to the following conditions:

1. All outstanding comments are addressed from the Township staff memo dated 8.18.2023 and the Township Engineer's Review Letter #2 dated 8.25.2023.
2. The applicant shall provide all required signatures and seals.
3. Proposed property markers and/or monuments shall be installed and inspected by the Township Engineer before recording the plan.
4. The applicant shall pay all required fees.
5. The unimproved rights-of-way shall be properly vacated if necessary.
6. Street trees shall be provided in accordance with the Subdivision and Land Development Ordinance.

Commissioner Sanderson moved to approve the waiver from Section 22-404 Preliminary Plan proceeds. Commissioner Rothrock seconded the motion. The motion carried unanimously.

Commissioner Rothrock moved to approve the Final Minor Subdivision Plan for 3604 Beaucrest Street, subject to the conditions recommended by the Planning Commission. Commissioner Sanderson seconded the motion. The motion carried unanimously.

5. APPROVAL OF CONTRACT WITH ADECCO FOR TEMPORARY STAFFING SERVICES

Mr. Pribulka introduced the item and advised the Board that the contract, which is included with the agenda, authorizes the Township to utilize the services of Adecco for temporary staffing needs. Presently, the Township intends to utilize the service for temporary staffing of the Receptionist vacancy as a "temp-to-hire" arrangement.

Commissioner Sanderson moved to approve the contract with Adecco for temporary staffing services. Vice President Napper seconded the motion. The motion carried unanimously.

6. APPOINTMENT OF MIKE LOOMIS TO THE RECREATION ADVISORY COMMITTEE

Mr. Knauss reported to the Board that an application has been received for the one remaining vacancy on the Recreation Advisory Committee. This appointment will be effective immediately and expire on December 31, 2024. The vacancy is for an at-large appointment, and Mr. Loomis is a resident of the 8th Ward.

Commissioner Hisiro moved to appoint Mike Loomis to the Recreation Advisory Committee for a term expiring December 31, 2024. Commissioner Rebarchak seconded the motion. The motion carried unanimously.

CONSENT AGENDA

1. Authorization to hire Lee Ann Hoffman as Executive Assistant
2. Authorization to hire Robert Chase as Truck Driver/Laborer
3. Civic Engage Web Platform Hosting & Support Agreement Renewal
4. Application for Payment #1 – Edgemont Park ADA Improvements (\$41,677.20)
5. Application for Payment #2 – 2023 Paving Projects (\$278,007.70)

Vice President Napper moved to approve the consent agenda. Commissioner Rothrock seconded the motion. The motion carried unanimously.

COMMISSIONER COMMENTS

None

ADJOURNMENT

Commissioner Sanderson moved to adjourn the Board of Commissioners Workshop Meeting for October 26, 2023, at 7:22 PM. The motion was seconded by Commissioner Rothrock and then unanimously approved.

Respectfully Submitted,

David Pribulka
Secretary-Manager



RIGHT OF ENTRY FOR SUSQUEHANNA TOWNSHIP

DGS Annex, Lot 16 Susquehanna Township, Dauphin County

This Right of Entry is issued this _____ day of _____, 2023, by the Commonwealth of Pennsylvania, Department of General Services (“**DGS**”) to Susquehanna Township (“**Township**”).

Background:

1. The Property. The Commonwealth of Pennsylvania has title to a certain unimproved parcel of real property located south of Interstate 81, east of Bamberger Road, and east and west of Kohn Road in the Township of Susquehanna, identified as Lot 16 on the map attached hereto, incorporated herein, and marked “*Exhibit A*” (the “**Property**”).
2. The Work. The Township is interested in acquiring the Property. As part of its due diligence the Township is proposing to complete a Phase 2 Environmental Site Assessment at the Property in accordance with current industry and regulatory standards, including core borings, soil and groundwater sampling, and test pits (the “**Work**”).
3. Request. The Township has requested permission to enter upon the Property to complete the Work.
4. Authority. DGS is issuing this Right of Entry pursuant to its authority to execute all instruments necessary or convenient for carrying on its operations, pursuant to 71 P.S. Section 631.1(15).
5. Subject to Terms and Conditions. DGS issues this Right of Entry subject to the following terms and conditions.

Terms and Conditions:

6. Permission. The Township has permission to enter upon the Property until March 31, 2024.

7. Restoration of Property. Upon completion of the Work, the Township shall return the Property to the same condition as existed immediately prior to its entry.
8. Coordination of Work. The Township is authorized to enter upon the Property solely for purposes of completing the Work. The dates and times of performing the Work shall be coordinated in advance with Jeffrey Stackhouse, Director, Bureau of Facilities Management, DGS, 401 North Street, Room 414, Harrisburg, Pennsylvania, 17120-0500, (717) 214-9054, jstackhous@pa.gov.
9. No Lien or Charge. All activities performed by the Township on the Property will be at the Township's sole cost and expense. The Township will not allow such entry or testing to result in liens, judgments, or other encumbrances being recorded against the Property. Nothing contained in this Right of Entry may be construed in any way as consenting to allow or authorizing the Township to subject the Property or the interest or estate of the Commonwealth of Pennsylvania to any lien or charge related to any work contemplated by this Right of Entry. The Township shall immediately discharge of record any such lien, judgment, or other encumbrance at the Township's sole cost and expense.
10. Confidentiality. The Township will treat the information disclosed by DGS, or otherwise gained through the Township's access to the Property, as confidential, giving it the same care as the Township's own confidential information, and make no use of any such information not independently known to the Township; provided, however, that the Township may, without the consent of DGS, disclose such information if disclosure is required by law or by regulatory or judicial process, but in each such event the Township must: (i) notify DGS of such required disclosure; and (ii) disclose only that portion of the confidential information which the Township is legally required to disclose.
11. Indemnification. The Township, and each of its contractors and subcontractors performing the Work, shall indemnify, hold harmless, and, at the election of the Commonwealth of Pennsylvania, defend the Commonwealth of Pennsylvania, DGS, and their respective officers, agents and employees (the "**Indemnified Parties**"), from and against any and all costs and expenses (including, but not limited to, counsel fees and litigation costs), losses, damages, suits, claims, demands, liabilities and actions of every name, nature and description, including without limitation all claims for loss of life, bodily and personal injuries or loss, and property damages, which the Indemnified Parties of any of them may sustain, incur or suffer, which may be asserted against any of them, or which any of them may become subject, arising out of, or related to this Right of Entry.
12. Insurance. The Township shall, and shall require each of its contractors and subcontractors performing the Work to, provide and maintain for the benefit of the

Commonwealth of Pennsylvania and themselves, as their respective interests may appear, with responsible insurance companies licensed to do business in the Commonwealth of Pennsylvania: commercial general liability insurance, with a combined single limit of \$1,000,000 per occurrence for bodily injury and property damage and \$2,000,000 general aggregate including personal and advertising injury, which shall include the Commonwealth of Pennsylvania as an additional insured as their interests may appear. The Township shall forward evidence of the aforementioned insurance coverage, including but not limited to the actual additional insured endorsement, to DGS immediately upon the execution of this document and prior to entering upon the Property, directed to the following: Chief, Real Estate Acquisitions and Dispositions Division Bureau of Real Estate, 401 North Street, Room 503, Harrisburg, Pennsylvania, 17120-0500. Upon receipt of notice from its insurer(s) the Township shall provide DGS with thirty (30) days' prior written notice of cancellation of the aforementioned insurance coverage.

13. Compliance with Law. All Work shall be completed in compliance with all applicable laws, ordinances, rules, and regulations, including but not limited to PA One-Call requirements.
14. Termination. The permission to enter granted hereby may be terminated by DGS at any time upon providing the Township written notice (a) for failure to comply with the terms and conditions set forth in this document; or (b) when determined by DGS, in the exercise of its sole discretion, to be in the best interests of the Commonwealth. Upon such termination the Township shall promptly return to the Property to the same condition as existed immediately prior to its entry.
15. No Property Interest. This document is not intended, and shall not be construed, to grant any right, title, or interest in or to the Property to the Township. This document shall not be recorded.
16. Notices. All notices required or permitted under this Right of Entry must be in writing and will only be deemed properly given and received (a) when actually given and received, if delivered in person to a party who acknowledges receipt in writing; or (b) one business day after deposit with a private courier or overnight delivery service, if such courier or service obtains a written acknowledgment of receipt; or (c) three business days after deposit in the United States mails, certified or registered mail with return receipt requested and postage prepaid. All such notices must be transmitted by one of the methods described above, if to the Township to Michael McAuliffe Miller, Esquire, Eckert Seamans Cherin and Mellott, LLC, 213 Market St. 8th Floor, Harrisburg, Pennsylvania, 17101, and if to DGS to Chief, Real Estate Acquisitions and Dispositions

Division, 401 North Street, Room 503 Harrisburg, PA, 17120-0500, with a copy to: Chief Counsel, Department of General Services, 401 North Street, Room 6031 Harrisburg, Pennsylvania 17120-0500, or, in either case, at such other address(es) as directed by either party upon notice given in accordance with this Paragraph.

[SIGNATURE PAGE IMMEDIATELY FOLLOWS]

This Right of Entry is executed by the parties effective the day and year first above written.

**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES**

Reginald B. McNeil, II
Secretary

SUSQUEHANNA TOWNSHIP

Name:
Title:

APPROVED FOR FORM AND LEGALITY

Office of Chief Counsel, DGS

Deputy General Counsel
Office of General Counsel

(Chief)(Senior) Deputy Attorney General
Office of Attorney General

Exhibit A





INSURANCE SPECIALISTS
www.hartmangroup1.com

November 1, 2023

A. Purpose and Objective

The purpose and objective of this proposal is for The Hartman Group to provide insurance consultant and broker services for both the Workers' Compensation and the Property and Casualty policies for Susquehanna Township, beginning January 1, 2024.

Included within the Hartman Group's portfolio of services, we will at a minimum provide:

- Assistance in the design and acquisition of Susquehanna Township's Property-Liability and Worker's Compensation insurance programs
- Attend Safety Committee meetings and advise/assure that the committee is focused on and achieving the PA Department of Labor & Industry's requirements to continue its status as a Certified Workplace Safety Committee
- Assistance in risk and insurance development and ongoing monitoring
- Assistance in the coordination of the Township's risk transfer policy
- Conduct claims review and analysis (including trend analysis) on a quarterly basis
- Coordinate loss control training as needs are identified from the loss trending analysis
- Meet with the Susquehanna Township's designated representative on a quarterly basis to service and coordinate the insurance program. These meetings will include:
 1. A meeting agenda prepared in advance
 2. A current Workers Compensation claims report which will identify frequency and severity of claims in summary form for the current and prior three policy years
 3. A current Property-Liability claims report which will identify frequency and severity of claims in summary form for the current and prior three policy years
 4. A Service Calendar which will identify specific service functions to be provided each month to assure that necessary insurance duties are being executed on a timely basis

B. Broker Compensation

- C. We propose an annual Broker Consultation fee of \$25,000, billed on an annual basis for services provided as listed above. This is including services related to the workers compensation and Package Policy. Susquehanna Township has the right to terminate this agreement at any time and for any reason.

D. Next Steps

We would need the broker authorization form(s) completed on your letterhead and signed to proceed with the property-liability and workers compensation representations.

October 27, 2023

PennPrime Trust
Attn: Paul Cornell
414 North Second Street
Harrisburg, PA 17101

RE: Agent of Record Letter
Named Insured: Susquehanna Township
Address: 1900 Linglestown Road, Harrisburg, PA 17110
Account / Policy #SUSQU-PP-24
Policy Term: 01/01/2024 ~ 01/01/2025

Dear Underwriter:

Please recognize The Hartman Agency, Inc. located at 1051 Shiloh Road State College, PA 16801 as Agent of Record for our 01/01/2024 ~ 01/01/2025 Commercial Package, Auto, Liability, Property, Crime, Umbrella, Directors & Officers/EPLI and Police Professional policy/policies offered through PennPrime Trust on behalf of the named insured listed above.

This request is effective immediately and supersedes any previous broker/agent of record letters. We also ask that the countermanding 10-day period is waived to avoid further delays on behalf of Susquehanna Township.

Thank you for your cooperation with this matter.

Sincerely,

Signature

Name

Title

October 27, 2023

Susquehanna Municipal Trust
Attn: Roni Ryan
P.O. Box 5406
Lancaster, PA 17606-5406

RE: Broker / Agent of Record Letter
Named Insured: Susquehanna Township
Address: 1900 Linglestown Road, Harrisburg, PA 17110
Account #SMT 24-24
Policy Term: 01/01/2024 ~ 01/01/2025

Dear Underwriter:

The Susquehanna Township acknowledges that The Hartman Agency, Inc. located at 1051 Shiloh Road State College, PA 16801 as Agent / Broker of Record for the limited purpose of soliciting a workers compensation program proposal and coverage from The Susquehanna Municipal Trust for the 01/01/2024 ~ 01/01/2025 term.

The Susquehanna Township also acknowledges that any contract for workers compensation benefits coverage through The Susquehanna Municipal Trust will be between the Susquehanna Township and The Susquehanna Municipal Trust.

This request is effective immediately and supersedes any previous broker/agent of record letters. We also ask that the countermanding 10-day period is waived to avoid further delays on behalf of Susquehanna Township.

Thank you for your cooperation with this matter.

Sincerely,

Signature

Name

Title



Herbert, Rowland & Grubic, Inc.
369 East Park Drive
Harrisburg, PA 17111
717.564.1121
www.hrg-inc.com

November 3, 2023

Dave Pribulka, Manager
Susquehanna Township
1900 Linglestown Road
Harrisburg, Pennsylvania 17110

Re: Recommendation to Award, Boyd Recreational Area Passive Park Development and Related Improvements – Ph. 2

Dear Mr. Pribulka:

We have reviewed the bids for the above-mentioned project which were received on November 2, 2023. A total of eight (8) bids were received and all bids appear to be in order and with no irregularities found. The low bidder is a reputable and qualified contractor.

We recommend that the Board award this contract including:

- Base Bid
- Alternate 1 – Split Rail Fencing with Stone Post Façades
- Alternate 2 – Composite Deck and Railing for Pedestrian and Wetland Crossings

to Flyway Excavating, Inc. for a combined unit price bid amount of \$349,700.00 subject to receipt of acceptable Performance and Payment Bonds. We also recommend authorizing the issuance of Notice of Intent to Award to Flyway Excavating, Inc including transmitting the Agreement and Bonds for execution.

Sincerely,

Herbert, Rowland & Grubic, Inc.

A handwritten signature in black ink, appearing to read 'Alex Greenly', is positioned above the typed name.

Alex Greenly, PE
Project Manager

AG
R000242.0520

p:\0002\000242_0520\admin\bidding\award\01 recommendation of award to owner\recommendation of award.docx

RESOLUTION NO. 2023-R-33

A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMISSION OF A STATEWIDE LOCAL SHARE GRANT APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR THE DESIGN OF A NEW PROGRESS FIRE STATION

BE IT RESOLVED, that Susquehanna Township of Dauphin County hereby requests a Statewide Local Share Assessment grant of \$350,000 from the Commonwealth Financing Authority to be used for the design of a new Progress Fire Station.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Frank Lynch, President of the Board of Commissioners and David Pribulka, Township Manager as the official(s) to execute all documents and agreements between the Susquehanna Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

BE IT, AND THE SAME IS HEREBY RESOLVED, this 9th day of November 2023.

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

Frank Lynch, President

[SEAL]

ATTEST:

I, David Pribulka, duly qualified Township Manager/Secretary of Susquehanna Township, Dauphin County, Pennsylvania, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Susquehanna Township Board of Commissioners at a Regular Meeting held November 9, 2023, and said Resolution has been recorded in the minutes of the Susquehanna Township Board of Commissioners and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Susquehanna Township, this 9th day of November, 2023.

Name of Applicant

County

David Pribulka, Township Manager/Secretary



November 4, 2023

David Pribulka
Susquehanna Township
1900 Linglestown Road
Harrisburg, PA 17110

Re: Susquehanna Township Pension Plans
Asset Allocation Change

Dear Dave,

At the recent Pension Committee meeting held on October 25, 2023, Conrad Siegel discussed modifying the asset allocation used by both of the Township's defined benefit pension plans due to the higher yields being offered by fixed income investments. Conrad Siegel proposed moving from an allocation of 65% equity and 35% fixed income to 60% equity and 40% fixed income by establishing a 5% target to non-investment grade bonds. These bonds currently have a yield in excess of the assumed rate of return used in the actuarial valuation and have historically had a lower risk profile than equity markets. The position will be funded by removing the current 3% target to real estate (an asset class Conrad Siegel believes could face challenges in the higher for longer rate environment) and a 2% reduction to traditional equity. This revised asset allocation was discussed and approved by the Township's Pension Committee and a revised Investment Policy Statement was prepared by Conrad Siegel.

Sincerely,

A handwritten signature in black ink that reads "D AND LYLE".

David P. Lytle, FSA, CFA, MAAA
Partner & Chief Investment Officer

Cc: Jill Lovett



RESOLUTION NO. 2023-R-34

A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA DIRECTING CONRAD SIEGEL INVESTMENT ADVISORS, INC. TO AMEND THE POLICE AND NON-UNIFORMED RETIREMENT PLANS BY MODIFYING THE ASSET ALLOCATION STRATEGY AND IMPLEMENTING A REVISED ASSET VALUATION METHOD

WHEREAS, Conrad Siegel Investment Advisors, Inc. serves as both fiduciary and actuary to the Susquehanna Township Police and Non-Uniformed Retirement Plans; and

WHEREAS, the Pension Advisory Committee was formed with staff and volunteer representatives appointed by the Board of Commissioners to serve as an advisory body for plan investments and management; and

WHEREAS, the Pension Advisory Committee met on October 25, 2023, in part to consider a request from Conrad Siegel Investment Advisors, Inc. to amend the Police and Non-Uniformed Retirement Plans investment allocation strategy and valuation methodology; and

WHEREAS, the Pension Advisory Committee has submitted a recommendation to the Board of Commissioners to amend the asset allocation strategy to sixty percent (60%) equities and forty percent (40%) fixed income; and

WHEREAS, the Pension Advisory Committee has recommended a revised asset valuation method to include pension smoothing over a period of five years.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Susquehanna Township hereby directs Conrad Siegel Investment Advisors, Inc. to amend the asset allocation for the Susquehanna Township Police and Non-Uniformed Pension Funds to sixty percent (60%) equities and forty percent (40%) fixed income.

BE IT FURHTER RESOLVED, that the Board of Commissioners of Susquehanna Township hereby directs Conrad Siegel Investment Advisors, Inc. to revise the asset valuation method to incorporate pension smoothing over a period of five years.

BE IT, AND THE SAME IS HEREBY RESOLVED, this 9th day of November 2023.

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

Frank Lynch, President

[SEAL]

ATTEST:


David Pribulka, Secretary



Staff Report – Final Minor Land Development Plan

Susquehanna Union Green Phase IIE

Staff Review One

Request:	Subdivide the existing property; construct four dwellings		
Deadline:	01.21.2023		
Consultants:	H.F. Lenz Engineering, LBA Landscape Architecture		
Property Owners:	Hawthorne SPE LLC		
Parcel IDs:	62-013-182		
Zoning District:	TND-I		
Prepared By:	Mack Breech Community Planner & Zoning Administrator 		
Items Reviewed:	<i>Submission</i>	<i>Dated</i>	<i>Last Revised</i>
	Final Minor Land Development Plan	10.06.2023	
	Transmittal Letter	10.06.2023	

Project Summary:

A Final Minor Land Development Plan for the purpose of constructing a 69-space parking facility as a part of the larger Susquehanna Union Green Development. It appears that the parking will serve the future Use of the structure directly to the north, which was previously occupied by Panera Bread. The parking area will also include related site improvements such as Stormwater Management facilities, landscaping and lighting. This project is located in the TND-I, Traditional Neighborhood One Zoning District. (Ward 8)

Staff Review Comments:

Zoning:

1. Provide a comprehensive count of the number of parking spaces located on site. While the general design of the parking area appears to be consistent with the regulating plan, it seems that that some spaces are being reduced from the regulating plan. Provide justification for this change. [General]
2. Provide further information on what Use this parking area is proposed to serve to ensure that it is sufficient and compliant with the Zoning Code. [General]

Subdivision and Land Development:

1. Provide a purpose statement on the plan. [General]

Stormwater Management Program Coordinator

1. Provide comprehensive documentation for the total amount of impervious area that is proposed to be added on site. [General]
2. Discuss with the Township on whether a separate/revised O&M agreement will be required. [General]

Consistency with the Official Map:

The official map is not relevant to this proposal.

Consistency with the Comprehensive Plan:

This proposal is a part of the larger Susquehanna Union Green project and with that is directly consistent with Sustainable Susquehanna 2030.

Recommendations:

Township staff has reviewed the above-referenced project and recommends approval with the following conditions:

1. All comments from the Township staff memo dated 10/18/2023, the Township Engineer's memo dated 10/17/2023, the Thomas Comitta Associates, INC, comments dated 10/17/2023 and the pending Dauphin County Planning Commission comments are addressed.
2. Provide financial security for the timely, proper, and complete construction of all applicable improvements, including but not limited to paving, sidewalks, curbing, Stormwater Management Facilities, erosion, and sediment controls, etc., before recording the Plan.





Herbert, Rowland & Grubic, Inc.
 369 East Park Drive
 Harrisburg, PA 17111
 717.564.1121
 www.hrg-inc.com

SUBDIVISION & LAND DEVELOPMENT REVIEW LETTER #1

SUSQUEHANNA TOWNSHIP

Attn: Mack Breech

Susquehanna Union Green Phase IIE Parking Lot

October 17, 2023

We have completed our review of the following information for the above-referenced project:

Submission:	Dated:	Last Revised:
Land Development Plan Sheets 1-14 of 14 (Plan)	October 6, 2023	---
Erosion and Sediment Control Plan Sheets 1-6 of 6 (ESC Plan)	October 6, 2023	---
Photometric Plan Sheets 1-1	October 6, 2023	---
Parking Calculations	October 5, 2023	
Stormwater Management Conveyance Calculations	---	---

The following waivers were previously approved with the preliminary plan:

Previously Approved Waiver(s):	Ordinance Section:
Sidewalk on Both Sides of Street	22-507.9.3
Clear Sight Triangles in Accordance with SALDO Exhibit 6	22-502.8
Preliminary Greenway/Open Space Lands & Common Facilities Ownership and Maintenance Plan	22-405.2.M
Designation of Parcels of Land Intended to be Dedicated or Reserved for Public, Semi-Public or Community Purposes	22-405.1.A.12
Street Section in Accordance with Design Guidelines	22-507.10.4

We offer the following comments:

SUBDIVISION AND LAND DEVELOPMENT (CHAPTER 22)

1. Provide 5' wide sidewalk and crosswalks/accessibility curb ramps along the frontage of East Gravel Road [22-1107 & 22-507.9.5]

2. There appears to be a short section of proposed curbing missing from the driveway entrance onto East Gravel Road connecting to the existing curb [22-1106.G].
3. Provide curb radii on the plan [GENERAL].
4. The existing conditions plan does not depict the existing Phase IIE lot (currently occupied by Panera). Revise the existing conditions plan to depict this area as existing [22-405.1.A.8].
5. The Plan proposes a reduction of 17 parking spaces compared to the approved preliminary plans. Provide supporting documentation demonstrating the proposed number of parking spaces is sufficient for the proposed use [22-507.8.7].

STORMWATER MANAGEMENT (CHAPTER 19)

1. Provide an additional stormwater inlet to the parking stall southwest of Inlet-7a. Currently the proposed contours and spot elevations show that water would pond in this corner [General].
2. Provide a construction detail for the Type-C inlets [19-602.2.A.19].
3. Provide a minimum 20-foot easement around all the proposed drainage system [19-602.2.A.18].
4. Revise the outlet pipe from Inlet-3A to be 15" minimum [19-5013.B].

ADMINISTRATIVE ITEMS TO BE COMPLETED PRIOR TO/UPON PLAN APPROVAL

1. The applicant shall provide all required signatures and seals [22-403.B.8.b].
2. Provide financial security for the timely, proper, and complete construction of all applicable improvements [22-406.4].
3. The applicant shall pay all required fees [22-1402].
4. The applicant shall provide all required signatures and seals [22-403.B.8.b].
5. Confer with the Township on whether a revised Stormwater O&M Agreement will be required [GENERAL]

This review is based solely on the documents referenced above and does not relieve the design professional of any responsibility, nor does it imply any design responsibility by Herbert, Rowland & Grubic, Inc. HRG reserves the right to make additional comments in the future based on newly-supplied or revised information as provided by the applicant or their representative(s).

Sincerely,

Herbert, Rowland & Grubic, Inc.



Alex Greenly, P.E.
Project Manager

JAH/AG/LB/pk

R000242.0002 (Phase 1291)

P:\0002\000242_0002\1291 - SUG Phase IIE Parking Lot LDP\A - PLAN REVIEW\PR#1 PH-1291.docx

c: Susquehanna Township



THOMAS COMMITTA ASSOCIATES, INC.
Town Planners & Landscape Architects

M E M O R A N D U M

TO: Susquehanna Township Officials & Staff
Susquehanna Union Green Team

FROM: Erin L. Gross, AICP, RLA
Thomas J. Comitta, AICP, CNU-A, RLA

DATE: October 17, 2023

SUBJECT: **REVIEW COMMENTS: SUSQUEHANNA UNION GREEN (SUG)**
FINAL LAND DEVELOPMENT PLAN – PHASE IIE – PARKING LOT, DATED 10-6-2023

Please note the enclosed Review Comments pertaining to the following documents that we received on October 12, 2023, including:

- Final Land Development Plans – Phase IIE – Parking Lot for SUG (21 sheets); by H.F. Lenz Company and LBA Landscape Architecture, dated October 6, 2023.

Please call if there are any questions.



THOMAS COMITTA ASSOCIATES, INC.
Town Planners & Landscape Architects

REVIEW COMMENTS: SUSQUEHANNA UNION GREEN (SUG)
FINAL LAND DEVELOPMENT PLAN – PHASE IIE – PARKING LOT, DATED 10-6-2023

October 17, 2023

The comments below pertain to the documents listed on the cover Memorandum.

1. Overview and Consistency with Preliminary Plans

1.1. The Final Regulating Plan, Streetscape Plan, Public Realm Plan, and Phasing Plan for Phase IIE are generally consistent with the Preliminary Land Development Plans.

2. Landscaping and Lighting

2.1. We believe the proposed Plants are consistent and in keeping with the Design Guidelines and with other plants utilized on the site. However, please expand the Plant List to include the London Planetrees depicted and labeled on the Landscape Plan. In addition, there are two (2) trees depicted within the limit of work that do not have labels. Please add labels to the trees and expand the Plant List to also include these trees.

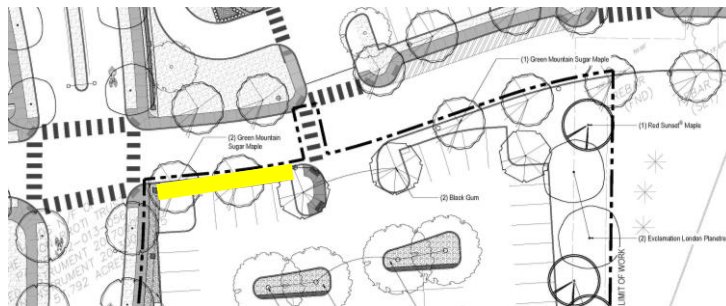
2.2. Please add a Legend to the Planting Plan (Sheet L600) in order to differentiate between the proposed ground materials (i.e. lawn, asphalt, etc.).

2.3. There appear to be several locations where the proposed parking lot lights may conflict with the canopy of the proposed deciduous trees. We recommend adjusting the proposed locations for the trees in order to ensure the trees have able space for the canopies to mature without interference.

2.4. The lighting schedule should indicate the proposed Color temperature (to be 3000k or less).

3. Pedestrian Circulation

3.1. The proposed Pedestrian Circulation layout appears to be generally consistent with the Preliminary Land Development Plans. However, a sidewalk was is depicted along the northern perimeter of the parking area on the Public Relam Plan and Streetscape Plan, as part of the Preliminary Land Development Plans. Please consider and strive to add a sidewalk along this portion of the parking area, especially in the area highlighted below in order to better facilitate pedestrian circulation to other areas of the development.



Please call if there are any questions.

DAUPHIN COUNTY SUBDIVISION/LAND DEVELOPMENT REVIEW REPORTMunicipality Susquehanna Township Surveyor _____ Engineer H.F. LenzPlat Title Susquehanna Union Green Phase IIE Parking LotZoning District Traditional Neighborhood Development (TND-1) Proposed Land Use Mixed Use DevelopmentPlat Status: Preliminary Plat Type: Subdivision Regulations: CountyX Final X Municipal P/F X Land Development X ZoningX Minor X S&LDExisting # of Lots 1 Proposed # of Lots 1 Proposed # of New DUs 0 Subdivided / Developed Acres 1.48 Total Acres 58.07Date Received 10/19/2023 Staff Review 10/23/2023 Official County Review 10/23/2023Reviewed by BW Checked by _____ Tax Map Parcel # 62-013-056**Project Description:** Development of a new parking lot

- *When applicable, streets, sewer, water, storm drainage, and other infrastructure elements to be verified as adequate by municipal staff/engineer. Any improvement guarantees shall be posted prior to final plat approval.*
- *Registered PA Land Surveyor is required to certify all lot/tract boundary descriptions.*
- *When applicable, zoning compliance to be verified by Municipal Zoning Officer.*
- *Appropriate sewage module component should be processed prior to final plat approval.*
- *Final plats must be recorded within 90 days of approval.*

Review comments with cited ordinance provisions are based on municipal regulations on file with the County Planning Commission.**Subdivision and Land Development Comments:**

1. All signatures, certifications, dedications, and notarizations required by the subdivision and land development ordinance should be in place before final approval.
2. Provide a statement on the plan for the purpose of the Minor Land Development plan.
3. The site location map should be updated to show the correct location of the proposed improvements on the site. It currently is showing the location of the Day Care.
4. Sidewalks shall be required to be constructed along South Side of East Gravel Road to better allow pedestrian circulation to the crosswalk on E. Gravel Road.
5. How many total parking spaces are proposed? The total number of parking spaces should be clearly displayed on the plan to confirm it is consistent with the proposed use and all prior approved plans.

Plat Specifications	Yes	No	N/A
1. Name of proposed subdivision/land development shown	x		
2. Owner/developer name, address & telephone number shown	X		
3. Municipality name shown	X		
4. Tax parcel number/Deed reference shown/Instrument #	X		
5. North point shown	X		
6. Map scale shown (written/graphic)	X		
7. Date of plan preparation shown	X		
8. Certification of surveyor/engineer shown <i>(not signed)</i>		X	
9. Location map shown	X		
10. Total property map (bearings, distances, area, primary control point) shown	X		
11. Names of adjacent landowners/subdivision shown	X		
12. Lot numbers shown	X		
13. Lot dimensions shown	X		
14. Lot areas shown	X		
15. Permanent monuments and markers shown	X		
16. Building setbacks shown	X		
17. Existing natural features shown - Wetlands			X
Floodplains			X
Woodlands, streams, etc.			X
18. Contours at required interval shown	X		
19. Easements shown and identified	X		
20. Existing man-made features shown - Building (s)		X	
Storm drainage facilities	X		
Sewer mains	X		
Water mains	X		
21. Proposed man-made features shown - Building (s)			X
Storm drainage facilities	X		
Sewer disposal - public (X) on-lot ()			X
Water supply - public (X) well ()			X
22. Existing streets shown - Name	X		
R/W width	X		
Paving width	X		
Dedicated R/W width	X		
23. Proposed streets shown - Name			X
R/W width			X
Paving width			X
Profiles			X
24. Curbs shown	X		
25. Sidewalks shown	X		
26. Existing and proposed coverage shown	X		
27. Parking schedule provided shown			X
28. Traffic study completed			X
29. Recreation area shown/fee in-lieu-of provided			X
30. Erosion and sedimentation control plan shown			X
31. Statement of ownership, signature and notarization shown		X	
32. Dedicatory statement shown	X		
33. Approval blocks shown	X		
34. PADOT Highway Occupancy Permit statement shown			X
35. Consistency with Future Land Use plans - County plans	X		
Municipal plans	X		



Township Manager's Report November 9, 2023

1. Several new staff began employment with the Township this month. We welcome to the team Robert Chase as our newest Truck Driver/Laborer; Lee Ann Hoffman as our new Executive Assistant; and Deanna Rae Salvey, hired through Adecco Temporary Staffing as our new Receptionist!
2. The Pension Advisory Committee met on Wednesday, October 25th at noon in the Pincus Room. The Township's investment advisor, David Lytle of Conrad Siegel, provided the Third Quarter Investment Report on the Uniformed and Non-Uniformed Retirement Plans. Also, the Committee recommended changes to the Plan's asset allocation strategy and valuation method, both of which will be considered this evening by the Board of Commissioners.
3. Appended to this report is a letter from the Dauphin County Office of Community & Economic Development advising the Township of a grant award of \$227,250 for the Kohn Road Bridge Superstructure Replacement Project. The award comes from the Dauphin County Transportation Infrastructure Safety Improvement Program and will be leveraged against other available state and federal monies to complete the approximately \$1.3 million project.
4. Township staff accompanied the Township Engineer and paving contractor on a final walkthrough of the 2023 paving projects on Thursday, October 26th. The paving has been substantially completed and the project will conclude pending a few outstanding punch list items. Staff appreciates the patience and understanding of residents and travelers during the brief disruption.
5. Requests for Proposals for Accounting Software have been issued with a due date of Wednesday, November 29th. Ten firms were provided copies of the RFP, and the document has been posted to the Township website. Once received, staff and the Budget & Finance Committee will review responses and provide a recommendation for an award to the Board of Commissioners on December 14th.
6. President Lynch and the Manager attended a press release event for the Route 39 Traffic Signal Adaptation Project on November 1st in Lower Paxton Township. The purpose of the release was to announce the commencement of the project to install adaptive signal technology and controller upgrades at the signalized intersections along Linglestown Road in Susquehanna and Lower Paxton Townships. Once installed, the software will assess real-time traffic conditions for signal phasing adjustments to improve mobility through the corridor. More information will be provided as the project progresses.
7. The Administration & Personnel Committee and Budget & Finance Committee each met on Wednesday, November 8th to discuss matters pertaining to the 2024 Annual Budget.

DAUPHIN COUNTY



Office of Community & Economic Development
3211 North Front Street, Suite 301-C
Harrisburg, PA 17110
(717) 780-6250

BOARD OF COMMISSIONERS
Mike Pries, CHAIRMAN
Chad Saylor, VICE CHAIRMAN
George P. Hartwick, III, SECRETARY

CHIEF CLERK / CHIEF OF STAFF
Scott Burford

EXECUTIVE DIRECTOR
George H. Connor

November 1, 2023

Dave Pribulka, Township Manager
Susquehanna Township
1900 Linglestown Road
Harrisburg, PA 17110

Transmitted via email to dpribulka@susquehannatwp.com

**RE: TRANSPORTATION INFRASTRUCTURE SAFETY IMPROVEMENT PROGRAM
(TISIP) AWARD**

Dear Mr. Pribulka,

Congratulations! The Dauphin County Commissioners have approved a TISIP award for Susquehanna Township in the amount of \$227,250 for the Kohn Road Superstructure Replacement Project. Please note that this award amounts to 18 percent of estimated total project costs with the township responsible for covering the remainder of costs.

In the very near future a TISIP Intermunicipal Cost-Sharing Agreement will be sent to you which must be approved, signed, and returned to participate in the program.

Thank you for your participation in the TISIP program. We look forward to a successful project.

Sincerely,

George H. Connor,
Executive Director

CC: TISIP Review Team; Dauphin County Board of Commissioners

October 25th, 2023

TO: President Frank Lynch, Police Committee, and Members of the Board of Commissioners

FROM: Director of Public Safety Robert A. Martin

SUBJECT: Monthly Report of Activities within the Police Department for the Month of September 2023

During the month of September 2023, the Police Department investigated 2505 complaints, and traveled 21,998 miles patrolling the township highways and residential areas. There were 192 traffic citations issued, 31 non-traffic citations issued, 463 written warnings issued.

Also, during this month there was 1 Burglary, 9 thefts, 27 Assaults, 21 drug arrests, 50 traffic accidents reported.

Also, there were 537 criminal arrests accomplished by the Patrol Division.



PLANNING

DEVELOPMENT PLANS

Project Name	Location	Use	Status
1 3801 Walnut St. (2022)	3801 Walnut St.	Comm. - restaurant add.	Tabled PC
2 3103 Walnut St (2022)	3103 Walnut St	LD - new building	Approved
3 1235 Martina Dr	1235 Martina Dr	Residential LD - 395 units	Tabled PC
4 4015 Reichert Rd	4015 Reichert Rd	Minor SD - 2 lots	Approved
5 Blue Mountain Apartments	North end of Oakhurst Blvd	Prel LD - 270 dus	Approved
6 Riveroaks Associates	3401 & 3405 N Front St.	Minor SD - lot combo	Approved
7 Tommy's Car Wash - Waiver	3523 Union Deposit Rd	Waiver of Tree require	Approved
8 Covenant Christian Academy	1928 Locust Ln	LD - parking/field	Approved
9 Vickie & Robert Geesaman	3604 Beaucrest St.	Minor SD - 2 lots	Approved
10 Thomas Holtzman Waiver	1910 Linglestown Rd.	Waiver of Land Developm	Approved
11 Oakhurst Sketch Plan	Lot 2 - Houses at Oakhurst	SP - Senior - 119 units	Tabled PC
12 Herbert Moore	399 N 39th St	Minor SD - 3 lots	Approved
13 PA Game Commission	2001 Elmerton Ave	Addition	Approved
14 4209 Cumberland Ave	4209 Cumberland Ave	SD - 4 SF lots	Tabled PC
15 SUG Phase 2E	SEC of Garrison and Gravel RD	LD - 69 parking spaces	BOC 11/9

ZONING HEARING BOARD

Applicant	Location	Request	Date	Status
1 3801 Walnut Enterp	3801 Walnut St.	Appeal /Sign Variance	6/7/2022	Settled
2 Lamont Palmer	2011 Clayton Ave.	Appeal/MF in R-2	2/16/2023	Denied
3 Custer/Zisman	1820 Mountainview Rd	Pool in front yard	3/16/2023	Approved
4 Texas Roadhouse	3529 Union Deposit Rd.	Sign Variance	4/5/2023	Approved
5 Maurice Cobb	3971 Sunnycrest Dr.	Front setback variance	5/3/2022	Approved
6 Steve Shirk	4600 N Progress Ave.	Pool in front yard	5/3/2023	Approved
7 Sola Salon	2533 Brindle Rd	Sign Variance	5/3/2023	Approved
8 Hagy Way Holdings	1400 Hagy Way	Appeal / Variance Fence	6/7/2023	Approved
9 Rafymar Gonzales	3103 Walnut St	SE/Variance sb/parking	7/5/2023	Approved
10 PA Game Commissi	2001 Elmerton Ave	Variance: s/b height parking	8/2/2023	Approved
11 Brian Correia	1709 Fox Hunt Ln	Appeal: Comm Bus in R-1	8/2/2023	Denied
12 Brian Correia	1709 Fox Hunt Ln	Appeal: MF in R-1	8/2/2023	Denied
13 Ryan Homes	3201 Antonella Dr	Variance: driveway width	9/6/2023	Approved
14 Mon Tamang	3501 Gallant Fox Dr	Variance: driveway width	11/1/2023	Denied
15 Paul & Letha Satche	3001 Bianca Way	Var: drive width/distance to	11/1/2023	Denied
16 Tanka Acharya	3398 Gallant Fox Dr	Variance: driveway width	11/1/2023	Denied
17 Mahendra Giri	3402 Gallant fox Dr	Var: drive width/distance to	11/1/2023	Denied
18 Phurba Tamang	2995 Bianca Way	Var: drive width/distance to	11/1/2023	Denied

PLANNING (CONT)

19	Singh & Kaur	4209 Cumberland Ave	Var: lot size and setback	11/1/2023	Denied
20	Walnut Enterprise	3801 Walnut St.	Appeal & Var: parking	12/6/2023	Tabled

TEXT AMENDMENTS

	Applicant	Request	Date	Status
1	Township	Zoning Ordinance Rewrite	8/30/2023	Committee
2	Township	Subdivision Rewrites	2/15/2023	Staff
3	Township	Streets & Sidewalks	10/12/2023	Approved
4	Township	Rental Property Inspection Program	TBD	Prep Work

PERMITS & LICENSES

BUILDING PERMITS

	OCT	YTD
Cell Tower Antennas	0	5
Commercial Improvements	4	37
Commercial New Buildings	2	5
Demolition	0	13
Industrial Housing	0	0
Porch/Patio/Deck	4	30
Residential Addition	0	12
Residential Improvements	23	69
Retaining Wall	0	4
Multi-Family Residential	6	9
Single Family Dwelling	16	65
Signs	1	22
Solar Panels	4	69
Swimming Pool/Hot Tub	0	12
Townhouse	30	128
Electrical	31	282
Plumbing	30	232
Total	151	994

CERTIFICATES OF OCCUPANCY

	OCT	YTD
Commercial Improvement	1	7
Residential Renovation	0	0
Fire Restoration	0	0
New Commercial	1	9
Residential Additions	1	5
Single Family Attached	1	14
Single Family Detached	6	29
Singe Family Semi-Detached	0	1
Tenant Fit-out	0	2
Townhouse	1	127
Total	11	194

VIOLATIONS

	OCT		YTD	
	Open	Corr	Open	Corr
Building	3	0	4	2
Property	17	25	458	208
Zoning	1	1	13	6
Other	1	1	6	1
Total	22	27	481	217

ZONING PERMITS

	OCT	YTD
Accessory (Misc)	0	14
Deck/Patio	0	14
Garage	0	5
Driveway	0	3
Fence	7	71
Shed	4	21
Use	0	5
Total	11	133

MISC

	OCT	YTD
Grading/Fill (no building)	1	31
Shade Tree Permits	8	36
Street Cut Permits	31	104
Solicitation Permits	0	6

BUILDING INSPECTIONS

	OCT	YTD
Residential	141	1661
Commercial	33	548
Plumbing	66	692
Total	240	2901

OTHER PERMITS/LICENSES

	OCT	YTD
Plumbers - Master	1	86
Plumbers - Journeyman	2	152
Total	3	238

CITATIONS FILED

	OCT		YTD	
	Open	Heard	Open	Heard
Building	0	0	0	0
Property	3	0	47	3
Zoning	0	0	0	1
Other/Health	0	0	0	0
Total	3	0	47	4

OTHER DCED ACTIVITIES

ON LOT DISPOSAL SYSTEMS (OLDS)

	OCT	YTD
Pumping Reports	17	121
Out of Compliance	41	198
Total # In Compliance/Total	209	250
SEO Inspections	2	8
SEO Permits Issued	0	4

Note: Violation Notices were sent out to property owners who are out of compliance in October. **41 are still out of compliance, 5 of which are part of the Southeast SE.**

HEALTH INSPECTOR ACTIVITY

	OCT	YTD
In-Compliance Inspections	20	104
Out-of-Compliance Inspections	0	5
New Facility Inspections	1	5
Complaint Inspections	0	7
Licenses Issued	1	151

Note: Health Report is attached.

STORMWATER

STORMWATER AUTHORITY ACTIVITY

	OCT	YTD
Inspections	8	95
Pre-application Meetings	0	10
Credits	1	15
IA Reviews/Reassessments	0	218
IA Corrections*	0	2
Board Appeals	0	0

Note:

MS4 PROGRAM

MCMs	OCT	YTD
1. Public Education	0	35
2. Participation	0	8
3. IDDE	2	1003
4. Construction	2	36
5. PCSM	1	9
6. Housekeeping	2	29
Total	7	1120

Note: See attached Stormwater Report for more information. The annual MS4 report was submitted in OCTember.

STORMWATER ORDINANCE

	OCT	YTD
Plans Reviewed	0	14
Permits Reviewed	1	75
Complaints	1	30
Violations	2	27

Note:



Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
10/2/2023	28240	62-005-004	4729 MOUNTAIN VIEW RD	Building Permit	Res Improvements
10/2/2023	10029	62-005-004	4729 MOUNTAIN VIEW RD	Plumbing Permit	Res Improvements
10/2/2023	9370	62-005-004	4729 MOUNTAIN VIEW RD	Electrical Permit	Res Improvements
10/2/2023	28239	62-045-026	3812 CROOKED HILL RD	Building Permit	Solar panels
10/2/2023	9369	62-045-026	3812 CROOKED HILL RD	Electrical Permit	Res Improvements
10/3/2023	28241	62-021-422	3000 RUSSEL DR	Building Permit	Multi-family/Apartments
10/3/2023	10031	62-021-422	3000 RUSSEL DR	Plumbing Permit	Multi-family/Apartments
10/3/2023	9371	62-021-422	3000 RUSSEL DR	Electrical Permit	Multi-family/Apartments
10/3/2023	10030	62-035-130	113 OAK ST	Plumbing Permit	Res Improvements
10/3/2023	230035	62-038-120	3539 SCHOOLHOUSE LN	Shade Tree Permit	Tree Removal
10/3/2023	230036	62-031-186	212 N PROGRESS AVE.	Shade Tree Permit	Tree Removal
10/3/2023	230038	62-042-035	601 LATSHMERE DR	Shade Tree Permit	Tree Removal
10/3/2023	230034	62-037-088	3107 MEADOW LN	Shade Tree Permit	Tree Removal
10/4/2023	IA2023-107	62-019-284	1726 Bradley Dr	Stormwater Permit	Reassessment
10/4/2023	10044	62-015-073	4029 GREEN ST	Plumbing Permit	SEWER LAT
10/4/2023	28254	62-072-128	211 FOREST OAK DR UT99	Building Permit	Res Improvements
10/4/2023	28255	62-019-130	1710 PEBBLE CT L69	Building Permit	Res Improvements
10/4/2023	28256	62-031-057	3225 BATESFIELD RD	Building Permit	Res Improvements
10/4/2023	10043	62-031-057	3225 BATESFIELD RD	Plumbing Permit	Res Improvements
10/4/2023	28253	62-018-072	3416 N 6TH ST	Building Permit	Res Improvements
10/4/2023	9383	62-018-072	3416 N 6TH ST	Electrical Permit	Res Improvements
10/4/2023	28252	62-021-507	3108 Citation Dr	Building Permit	SFDD
10/4/2023	9382	62-021-507	3108 Citation Dr	Electrical Permit	SFDD
10/4/2023	10042	62-021-507	3108 Citation Dr	Plumbing Permit	SFDD
10/4/2023	28251	62-021-038	2930 HICKORYWOOD LANE	Building Permit	Townhouse
10/4/2023	28250	62-021-038	2928 HICKORYWOOD LANE	Building Permit	Townhouse
10/4/2023	28249	62-021-038	2926 HICKORYWOOD LANE	Building Permit	Townhouse
10/4/2023	28248	62-021-038	2924 HICKORYWOOD LANE	Building Permit	Townhouse
10/4/2023	28247	62-021-038	2922 HICKORYWOOD LANE	Building Permit	Townhouse
10/4/2023	9381	62-021-038	2930 HICKORYWOOD LANE	Electrical Permit	Townhouse
10/4/2023	9380	62-021-038	2928 HICKORYWOOD LANE	Electrical Permit	Townhouse
10/4/2023	9379	62-021-038	2926 HICKORYWOOD LANE	Electrical Permit	Townhouse
10/4/2023	9378	62-021-038	2924 HICKORYWOOD LANE	Electrical Permit	Townhouse
10/4/2023	9377	62-021-038	2922 HICKORYWOOD LANE	Electrical Permit	Townhouse
10/4/2023	10041	62-021-038	2930 HICKORYWOOD LANE	Plumbing Permit	Townhouse
10/4/2023	10040	62-021-038	2928 HICKORYWOOD LANE	Plumbing Permit	Townhouse
10/4/2023	10039	62-021-038	2926 HICKORYWOOD LANE	Plumbing Permit	Townhouse
10/4/2023	10038	62-021-038	2924 HICKORYWOOD LANE	Plumbing Permit	Townhouse
10/4/2023	10037	62-021-038	2922 HICKORYWOOD LANE	Plumbing Permit	Townhouse
10/4/2023	28242	62-021-038	2800 Pinewood Ln	Building Permit	Townhouse
10/4/2023	28243	62-021-038	2802 Pinewood Ln	Building Permit	Townhouse

Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
10/4/2023	28244	62-021-038	2804 Pinewood Ln	Building Permit	Townhouse
10/4/2023	28245	62-021-038	2806 Pinewood Ln	Building Permit	Townhouse
10/4/2023	28246	62-021-038	2808 Pinewood Ln	Building Permit	Townhouse
10/4/2023	9372	62-021-038	2800 Pinewood Ln	Electrical Permit	Townhouse
10/4/2023	9373	62-021-038	2802 Pinewood Ln	Electrical Permit	Townhouse
10/4/2023	9374	62-021-038	2804 Pinewood Ln	Electrical Permit	Townhouse
10/4/2023	9375	62-021-038	2806 Pinewood Ln	Electrical Permit	Townhouse
10/4/2023	9376	62-021-038	2808 Pinewood Ln	Electrical Permit	Townhouse
10/4/2023	10032	62-021-038	2800 Pinewood Ln	Plumbing Permit	Townhouse
10/4/2023	10033	62-021-038	2802 Pinewood Ln	Plumbing Permit	Townhouse
10/4/2023	10034	62-021-038	2804 Pinewood Ln	Plumbing Permit	Townhouse
10/4/2023	10035	62-021-038	2806 Pinewood Ln	Plumbing Permit	Townhouse
10/4/2023	10036	62-021-038	2808 Pinewood Ln	Plumbing Permit	Townhouse
10/4/2023	2023-128	62-009-041	1910 LINGLESTOWN RD	Zoning Permit	FENCE
10/5/2023	2023-91	62-015-169	3926 DURHAM RD	Street Cut Permit	ROAD OPNG
10/5/2023	2023-88	62-015-128	3971 GREEN ST	Street Cut Permit	ROAD OPNG
10/5/2023	2023-90	62-016-143	3654 N 3RD ST	Street Cut Permit	ROAD OPNG
10/5/2023	2023-89	62-039-010	3807 SCHOOLHOUSE LN	Street Cut Permit	ROAD OPNG
10/6/2023	28257	62-040-012	3858 Union Deposit Rd	Building Permit	Signs
10/6/2023	28259	62-021-498	3109 Citation Dr	Building Permit	SFDD
10/6/2023	9387	62-021-498	3109 Citation Dr	Electrical Permit	SFDD
10/6/2023	10045	62-021-498	3109 Citation Dr	Plumbing Permit	SFDD
10/6/2023	9385	62-040-068	909 KATIE CT	Electrical Permit	Com Improvement
10/6/2023	28258	62-009-241	4400 DEER PATH RD	Building Permit	Com Improvement
10/6/2023	9386	62-009-241	4400 DEER PATH RD	Electrical Permit	Com Improvement
10/10/2023	2023-130	62-018-098	3589 N 4TH ST	Zoning Permit	FENCE
10/10/2023	2023-133	62-049-066	4209 KOTA AV	Zoning Permit	Shed
10/10/2023	2023-134	62-035-155	208 OAK ST	Zoning Permit	FENCE
10/10/2023	2023-132	62-036-077	3504 SCHOOLHOUSE LN	Zoning Permit	Shed
10/10/2023	2023-92	62-029-245	HILLSIDE ST	Street Cut Permit	CURB-SIDEWALK
10/10/2023	IA2023-108	62-036-077	3504 SCHOOLHOUSE LN	Stormwater Permit	Reassessment
10/10/2023	IA2023-109	62-049-066	4209 KOTA AV	Stormwater Permit	Reassessment
10/11/2023	9388	62-041-089	2223 BOAS ST	Electrical Permit	Res Improvements
10/11/2023	10047	62-041-089	2223 BOAS ST	Plumbing Permit	Res Improvements
10/11/2023	10048	62-047-038	3507 CLOVERFIELD RD	Plumbing Permit	SEWER LAT
10/11/2023	28262	62-019-144	1715 PEBBLE CT	Building Permit	PATIO/DECK/SHED
10/11/2023	28264	62-019-315	1833 Ethan	Building Permit	SFDD
10/11/2023	9391	62-019-315	1833 Ethan	Electrical Permit	SFDD
10/11/2023	10046	62-019-315	1833 Ethan	Plumbing Permit	SFDD
10/11/2023	28263	62-019-284	1726 Bradley Dr	Building Permit	PATIO/DECK/SHED
10/11/2023	28261	62-071-086	2425 ASPEN WY	Building Permit	Res Improvements
10/11/2023	9390	62-071-086		Electrical Permit	Res Improvements
10/11/2023	28260	62-059-212	1364 WANDERING WY	Building Permit	Solar panels
10/11/2023	9389	62-059-212	1364 WANDERING WY	Electrical Permit	Res Improvements
10/12/2023	27842	62-090-263	3651 Braeburn Ln. (Building 21	Certificate of Use an	Single Family attached
10/13/2023	10049	62-030-169	1711 EVERGREEN RD	Plumbing Permit	SEWER LAT
10/17/2023	10050	62-018-072	3416 N 6TH ST	Plumbing Permit	Res Improvements

Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
10/18/2023	28265	62-050-070	1128 BLACKHEATH DR	Building Permit	Solar panels
10/18/2023	9392	62-050-070	1128 BLACKHEATH DR	Electrical Permit	Res Improvements
10/18/2023	28266	62-035-112	94 SHELL ST	Building Permit	PATIO/DECK/SHED
10/18/2023	28268	62-019-273	1704 DRIFTSTONE DRIVE	Building Permit	Porch/Patio/DECK/SHED
10/18/2023	28269	62-019-288	1742 Bradley Dr	Building Permit	SFDD
10/18/2023	9395	62-019-288	1742 Bradley Dr	Electrical Permit	SFDD
10/18/2023	10053	62-019-288	1742 Bradley Dr	Plumbing Permit	SFDD
10/18/2023	9393	62-030-131	2918 LOCUST LN	Electrical Permit	Res Improvements
10/18/2023	28267	62-012-023	4100 CROOKED HILL RD	Building Permit	SFDD
10/18/2023	10052	62-012-023	4100 CROOKED HILL RD	Plumbing Permit	Res Improvements
10/18/2023	9394	62-012-023	4100 CROOKED HILL RD	Electrical Permit	Res Improvements
10/18/2023	2023-135	62-021-457	3000 Bianca Wy	Zoning Permit	FENCE
10/19/2023	10054	62-034-036	56 FOX ST	Plumbing Permit	Res Improvements
10/19/2023	2023-136	62-031-150	3202 CREST RD	Zoning Permit	Shed
10/19/2023	28270	62-031-172	3217 CREST RD	Building Permit	Solar panels
10/19/2023	9396	62-031-172	3217 CREST RD	Electrical Permit	Res Improvements
10/20/2023	230019	62-016-171	405 ESTHERTON AV	Street Cut Permit	ROAD OPNG
10/20/2023	230022	62-016-200	3704 N 4TH ST	Street Cut Permit	ROAD OPNG
10/20/2023	230023	62-050-054	1113 CARDIFF ST	Street Cut Permit	ROAD OPNG
10/20/2023	230024	62-013-015	2604 LINGLESTOWN RD	Street Cut Permit	ROAD OPNG
10/20/2023	230030	62-059-176	1355 WANDERING WY	Street Cut Permit	ROAD OPNG
10/20/2023	230029	62-059-175	1359 WANDERING WY	Street Cut Permit	ROAD OPNG
10/20/2023	230028	62-021-134	2574 INTERSTATE DR	Street Cut Permit	ROAD OPNG
10/20/2023	230027	62-054-018	4254 APPLETREE RD	Street Cut Permit	ROAD OPNG
10/20/2023	230026	62-052-118	2041 MOUNT VERNON CIR	Street Cut Permit	ROAD OPNG
10/20/2023	230025	62-008-028	4305 N 6TH ST	Street Cut Permit	ROAD OPNG
10/20/2023	230017	62-013-016	4414 Oakhurst Blvd	Street Cut Permit	ROAD OPNG
10/20/2023	230020	62-060-049	104 WINDSOR LOCKS PL	Street Cut Permit	ROAD OPNG
10/21/2023	230018	62-029-146	2510 CATHERINE ST	Street Cut Permit	ROAD OPNG
10/23/2023	230040	62-016-211	3650 N 4TH ST	Shade Tree Permit	Tree Trimming
10/23/2023	230041	62-015-272	4021 N 2ND ST	Shade Tree Permit	Tree Removal
10/23/2023	230042	62-017-161	3507 N 2ND ST	Shade Tree Permit	Tree Removal
10/23/2023	230043	62-017-084	3502 N 3RD ST	Shade Tree Permit	Tree Removal
10/24/2023	2023-139	62-021-449	3016 Bianca Way	Zoning Permit	FENCE
10/24/2023	2023-138	62-045-053	1402 MONTFORT DR	Zoning Permit	Shed
10/24/2023	2023-137	62-050-096	3701 TUDOR DR	Zoning Permit	FENCE
10/24/2023	230038	62-008-028	4305 N 6TH ST	Street Cut Permit	ROAD OPNG
10/24/2023	230034	62-060-101	108 GALES FERRY CT	Street Cut Permit	ROAD OPNG
10/24/2023	230033	62-067-068	136 FAWN RIDGE NORTH	Street Cut Permit	ROAD OPNG
10/24/2023	230032	62-052-135	2013 CHEVY CHASE DR	Street Cut Permit	ROAD OPNG
10/24/2023	230031	62-074-059	4502 LAURELWOOD DR	Street Cut Permit	ROAD OPNG
10/24/2023	230035	62-068-054	2713 GATEWAY CT	Street Cut Permit	ROAD OPNG
10/24/2023	230036	62-058-059	3700 WOODRIDGE DR	Street Cut Permit	ROAD OPNG
10/24/2023	230037	62-021-058	2270 KOHN RD	Street Cut Permit	ROAD OPNG
10/25/2023	28272	62-021-038	2901 Elmwood Drive	Building Permit	Com Addition
10/25/2023	9398	62-021-038	2901 Elmwood Drive	Electrical Permit	New Commercial
10/25/2023	28271	62-021-501	3103 Citation Dr	Building Permit	SFDD

Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
10/25/2023	10055	62-021-501	3103 Citation Dr	Plumbing Permit	SFDD
10/25/2023	10056	62-021-038	2901 Elmwood Drive	Plumbing Permit	New Commercial
10/25/2023	9397	62-021-501	3103 Citation Dr	Electrical Permit	New Residential
10/25/2023	2023-94	62-041-100	900 N PARKWAY DR	Street Cut Permit	ROAD OPNG
10/25/2023	2023-93	62-042-111	537 ALTAVISTA AV	Street Cut Permit	ROAD OPNG
10/25/2023	2023-95	62-008-115	153 LUCKNOW RD	Street Cut Permit	ROAD OPNG
10/26/2023	230039	62-015-078	4019 GREEN ST	Street Cut Permit	ROAD OPNG
10/26/2023	2023-96	62-032-020	3600 HILLCREST RD	Street Cut Permit	ROAD OPNG
10/26/2023	9399	62-008-177	4125 N FRONT ST	Electrical Permit	Com Improvement
10/30/2023	10057	62-052-018	1100 ERIC DR	Plumbing Permit	SEWER LAT
10/30/2023	GEP2023-38	62-027-124	1915 CLAYTON AV	Grading / Excavation	Fill
10/31/2023	2023-140	62-041-032	2100 BOAS ST	Zoning Permit	FENCE
10/31/2023	10059	62-043-069	901 HILLTOP DR	Plumbing Permit	SEWER LAT
10/31/2023	28273	62-021-038	2960 ASHWOOD CIRCLE	Building Permit	Multi-family/Apartments
10/31/2023	9400	62-021-038	2960 ASHWOOD CIRCLE	Electrical Permit	Multi-family/Apartments
10/31/2023	10058	62-021-038	2960 ASHWOOD CIRCLE	Plumbing Permit	Multi-family/Apartments



Type	Location	Description	Opened	Closed
Property	303 N 39TH ST	VEHICLE Inoperable	5/11/2023	10/11/2023
Property	3205 BROOKFIELD RD	exterior maintenance	7/18/2023	10/23/2023
Property	300 OAK ST	- GRASS WEEDS	8/9/2023	10/13/2023
Property	305 OAK ST	DEAD TREE - SAFETY	8/9/2023	10/3/2023
Property	51 WOOD ST	NO STATUS OF OCCUPANCY	8/17/2023	10/2/2023
Property	3622 HILLCREST RD	Weeds and Other Noxious Veg/prop ma	8/22/2023	10/9/2023
Property	50 FOX ST	EXTERIOR MAINTENANCE	8/25/2023	10/10/2023
Property	3930 N 6TH ST	EXTERIOR MAINTENACE NEEDED	8/28/2023	10/10/2023
Property	3934 N 6TH ST	EXTRIOR MAINTENANCE/GRASS	8/28/2023	10/5/2023
Property	2213 CLAYTON AV		8/30/2023	10/4/2023
Property	108 FAWN CT	HIGH GRASS MISSING STATUS OF OC	8/30/2023	10/2/2023
Property	2000 MOUNT VERNON CIR	weeds - tall grass	9/5/2023	10/3/2023
Property	2008 VERONA DR	Sidewalk repair needed	9/6/2023	10/2/2023
Property	3113 SCHOOLHOUSE LN	Curbside weeds overgrown	9/6/2023	10/23/2023
Property	1704 FOX HUNT LN	SHADE TREE - LOW HANGING BRANC	9/8/2023	10/2/2023
Property	3515 NOTTINGHAM WY	SANITATION ISSUES	9/12/2023	10/2/2023
Property	1706 GLENSIDE DR	Tree Issue	9/25/2023	10/3/2023
Property	2336 THORNTON RD	2nd notice violation	10/2/2023	
Property	2616 MAGNOLIA TER	Overgrown veg. and high grass	10/2/2023	10/13/2023
Property	3304 ANDREA AV	VEGETATION AND BUILDING DEBRIS	10/3/2023	
Property	306 STUART PL	exterior violations - fence, cars	10/3/2023	
Property	532 ALTAVISTA AV	Overgrown veg. and high grass	10/3/2023	10/11/2023
Stormwater	1521 GREENING LN	Tree Debris in Stream Channel	10/3/2023	
Property	3500 WALNUT ST	SANITATION, WEEDS AND TRUCK	10/4/2023	10/23/2023
Property	3101 PENBROOK AV	SHADE TREE	10/5/2023	
Property	48 N 34TH ST	SANITATION ISSUES	10/12/2023	
Property	60 N 34TH ST	Overgrown veg.	10/12/2023	10/23/2023
Property	60 N 34TH ST	missisng status of occ	10/12/2023	10/23/2023
Property	3214 PENBROOK AV	Overgrown veg. and high grass	10/12/2023	10/23/2023
Property	51 WOOD ST	PLACARDED	10/16/2023	
Property	3400 GREEN ST	Sidewalk repair needed	10/17/2023	
Property	3400 GREEN ST	SHADE TREE	10/17/2023	
Property	3400 GREEN ST	Sidewal repair needed	10/17/2023	
Property	1649 PEBBLEBROOK LN	Overgrown veg. and high grass	10/17/2023	
Property	1724 GLENSIDE DR	DEAD TREE	10/17/2023	10/31/2023
Building	GEORGE ST	NO PERMIT ON FILE	10/20/2023	
Building	2515 GEORGE ST	INSTALLED DECK W/O PERMIT	10/20/2023	
Building	201 ESTHERTON AV	CONDEMNATION OF STRUCTURE	10/26/2023	



Date Filed	Location	Owner	Type	Complaint	Hearing	Status
1/18/2023	4404 SAYBROOK	VEETAL	PROPERTY	CAR VIOLATION	CLOSED	CLOSED
1/25/2023	3507 N. 2ND ST	KHOURI	PROPERTY	SHADE TREE VIOLATION	TBD	OPEN
2/15/2023	3523 N 4TH ST	WILLIAMS	PROPERTY	FIRE DAMAGE	5/17/2023	GUILTY
2/21/2023	3538 N 6TH ST	BASKINGS	ZONING	MULT-FAMILY IN SFD	5/12/2023	GUILTY
3/3/2023	4404 SAYBROOK	VEETAL	PROPERTY	CAR VIOLATION	CLOSED	CLOSED
3/27/2023	99 SHELL ST	LESTER	PROPERTY	EXTERIOR STRUCTURE	TBD	OPEN
4/18/2023	4404 SAYBROOK	VEETAL	PROPERTY	CAR VIOLATION	CLOSED	CLOSED
4/20/2023	2408 BROWN ST	ROBINSON	PROPERTY	SANITATION	CLOSED	CLOSED
4/20/2023	2408 BROWN ST	ROBINSON	PROPERTY	CAR VIOLATION	CLOSED	CLOSED
4/27/2023	3404 HILLCREST RD	ALI DILAWAR	PROPERTY	CAR VIOLATION	TBD	OPEN
5/5/2023	3404 HILLCREST RD	ALI DILAWAR	PROPERTY	VEHICLE VIOLATION	TBD	OPEN
5/5/2023	408 ALDEN	KAIF	PROPERTY	ROOSTERS	TBD	OPEN
5/8/2023	3507 N 2ND ST	KHOURI	PROPERTY	SHADE TREE	TBD	OPEN
5/23/2023	4404 SAYBROOK	VEETAL	PROPERTY	CAR VIOLATION	CLOSED	CLOSED
5/23/2023	1717 EVERGREEN	1717 EVERGREEN	PROPERTY	STATUS OF OCC	TBD	OPEN
5/23/2023	1717 EVERGREEN	1717 EVERGREEN	PROPERTY	VEG. VIOLATION	TBD	OPEN
5/23/2023	1707 AMBROSIA	DDHAMAL	PROPERTY	PETS RUN AT LRG	TBD	OPEN
6/19/2023	2401 BROWN ST	COLSTON	PROPERTY	EXTERIOR PROP.	TBD	OPEN
6/19/2023	2401 BROWN ST	COLSTON	PROPERTY	MOTOR VEHICLE	TBD	OPEN
6/19/2023	2401 BROWN ST	COLSTON	PROPERTY	HIGH GRASS/WEEDS	TBD	OPEN
6/19/2023	2401 BROWN ST	COLSTON	PROPERTY	EXTERIOR PROPERTY	TBD	OPEN
6/19/2023	142 N. 28TH	NEAL	PROPERTY	EXTERIOR PROPERTY	TBD	OPEN
6/28/2023	4604 CUSTER DR	PHAM	PROPERTY	MOTOR VEHICLE	TBD	OPEN
7/3/2023	3214JONAGOLD DR	VARGO	PROPERTY	VACANT STRUCTURE	TBD	OPEN
7/3/2023	3214JONAGOLD DR	VARGO	PROPERTY	WEEDS	TBD	OPEN
7/3/2023	3214JONAGOLD DR	VARGO	PROPERTY	EXTERIOR STRUCTURE	TBD	OPEN
7/3/2023	2404 BROWN	CALSTON	PROPERTY	EXTERIOR PROPERTY	TBD	OPEN
7/3/2023	2404 BROWN	CALSTON	PROPERTY	MOTOR VEHICLE	TBD	OPEN
7/3/2023	2404 BROWN	CALSTON	PROPERTY	WEEDS	TBD	OPEN
7/3/2023	2408 BROWN	ROBINSON	PROPERTY	INOPERABLE VEHICLES	PAID	VSO*
7/3/2023	2408 BROWN	ROBINSON	PROPERTY	WEEDS	PAID	VSO*
7/14/2023	3611 SALEM RD	HOFFMAN	PROPERTY	FEEDING FERAL CTS	8/28/2023	CLOSED
7/19/20223	1913 N. 26TH	WILLIAMS	PROPERTY	MOTOR VEHICLE	TBD	OPEN
7/19/20223	1913 N. 26TH	WILLIAMS	PROPERTY	SANITATION	TBD	OPEN
7/19/20223	1913 N. 26TH	WILLIAMS	PROPERTY	EXTERIOR MAINT	TBD	OPEN
7/19/20223	1913 N. 26TH	WILLIAMS	PROPERTY	PROTECTIVE TREAT	TBD	OPEN
7/19/20223	1909 N. 26TH	HUSTON	PROPERTY	MOTOR VEHICLE	TBD	OPEN
7/19/20223	1909 N. 26TH	HUSTON	PROPERTY	WEEDS	TBD	OPEN
7/19/20223	1909 N. 26TH	HUSTON	PROPERTY	EXTERIOR MAINT	TBD	OPEN
7/26/2023	3611 SALEM RD	HOFFMAN	PROPERTY	FEEDING FERAL CTS	8/28/2023	CLOSED
8/3/2023	1707 AMBROSIA	DHAMALA	PROPERTY	ANIMAL RUNNING	TBD	OPEN

*VSO - Violation Still Outstanding



WEBSITE

STATISTICS*

Total Users: 6,309

Sessions: 9,114

New Users: 5,978

Device Usage	
Desktop	2596
Mobile	3581
Tablet	106

Default Channel	
Organic Search	6,241
Direct	2,447
Organic Social	237
Referral	198

Behaviors	
Average Session Duration	NR
Bounce Rate	NR
Page Views	NR
Pages/Session	NR
Number of Sessions/User	NR

*Google Analytics changed and we are still updating system tracking

TOP 10 PAGES

#	PAGE	HITS
1	Home Page	4,647
2	Search Results	974
3	Trick or Treat	911
4	Police	595
5	Parks & Recreation	555

#	PAGE	HITS
6	Departments	483
7	Recycling & Trash	461
8	Minutes & Agendas	411
9	Newsletter	408
10	Yard Waste Collectio	408

E-CODE (Ordinance)

TOTALS (Last 12 Months)

Total Views: 33,904

Total Unique IPs: 2,860

VIEWES BY MONTH 2023

Jan	3367	Apr	3409	Jul	1810	Oct	2519
Feb	3463	May	3892	Aug	1995	Nov	0
Mar	369	Jun	3216	Sep	3323	Dec	0

TOP 10 SEARCHES

30 days		
1	burning	8
2	corner lot	7
3	windows	7
4	dog running at larg	6
5	motor home	6
6	discrimination	5
7	financial security	5
8	massage	5
9	stream easement	5
10	building	4

Last 12 Months		
1	fence	214
2	pavement setback	103
3	sight triangle	82
4	crosswalk	66
5	road	62
6	sight distance	62
7	indoor storage	42
8	108 5	41
9	parking setback	41
10	paving setback	41

SOCIAL MEDIA

FACEBOOK

Total Page Followers	1,758
New Page Followers	4
Reactions	3
Shares	0

Photo Views	143
Post Reach	401
Post Engagement	9
Link Clicks	1

NEXTDOOR

Members	6,213
New Members	83
Housholds	4,559
Agency Posts	3

Note: Zencity is now working with Nextdoor which will increase our outreach opportunities.

SUSQUEHANNA CONNECTS

	OCT	YTD
New Reports Created	20	255
Reports Closed	8	116
Days to Closed	10.4	30

TOP 10 ISSUES

#	REPORT	OCT
1	Property Maintenance	9
2	Vehicle Concern	6
3	Animal Issue	3
4	Vegetation	2
5	Other	2
6	Pothole	1
7	Traffic Signal	1
8	Trash & Recycling	1
9	Trees	1
10		

#	REPORT	YTD
1	Property Maintenance	70
2	Vegetation	45
3	Other	37
4	Pothole	24
5	Vehicle Concern	23
6	Animal Issue	20
7	Trees	17
8	Trash & Recycling	10
9	Work w/o Permit	9
10	Illegal Dumping	8

Environmental Health Inspection Summary for October, 2023

In-Compliance Routine Food Establishment Inspections- 20

Twenty retail food facilities passed their inspections in the month of October. The following food establishments were found to be “in-compliance” with Susquehanna Township Ordinances and the PA Food Code: Artisan Pizza (inside Giant Food Store), Big Brother’s Pizza, Big Lots, CEC Entertainment (Chuck E. Cheese), Country Food Mart, Covenant Christian Academy, Dollar General (Linglestown Road), Friends of Fort Hunter, Hansel & Gretel School, Mr. Deli & Mrs. Too, Paxton Church- A United Methodist Community, Price Rite, Red Crab Juicy Seafood, Sara Lindemuth Elementary School, Starbucks (inside Giant Food Store), Susquehanna Twp High School, Susquehanna Twp Middle School, Two Guys Pizza, Waffle House and Word of Grace Ministries.

Out of Compliance Inspections- 0

New Opening- 1

Susquehanna Twp Concession Stand- brand new facility at the high school with food grade equipment and counter tops. Built by Lobar; inspection revealed concession stand was in full compliance with township ordinances and PA Food Code.

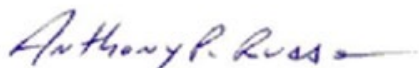
Facilities with adult video machines- 1

Country Food Mart has 4 adult video game machines; no entertainment license was posted
Chuck E Cheese has children games and has an entertainment license posted

Consumer Complaints- 0

Total food establishment inspections for the month of October = 21

Submitted by Anthony (Tony) Russo, Health Officer, November 3, 2023



November 1, 2023

To: Susquehanna Township Authority
 From: Kathleen Geigley
 RE: Stormwater Report for October 2023

This past month, Stormwater Management Program Coordinator Geigley has completed inspections, responded to violations, and organized future projects and televising.

Stormwater staff responded to two grading violations in the month of October, unpermitted earth disturbance at 2100 Herr St and unpermitted fill and dumping on Clayton Ave. Stormwater staff met with workers on the site who applied for and were granted grading permits. The township is still awaiting compliance from the property owner of 2100 Herr St.

Stormwater staff is creating new inspection requirements and aggregating inspection schedules for privately owned stormwater BMPs and MS4 outfalls. To ensure compliance with DEP inspection and recordkeeping requirements, stormwater staff is working to centralize all information for township and HRG use.

In the coming months, GHD will be opening bids for the televising and cleaning of the stormwater infrastructure in the Edgemont area, to begin late 2023 and continuing through early 2024. In the coming week, residents with private stormwater infrastructure will begin receiving consent and approval forms. If defective storm sewer structures are found, an operation and maintenance agreement and easement agreement will be required before repair work begins.

	Inspections	Pre-App Mtgs	Credits	Appeals/ Reassessments	Permits Reviewed	Complaints	Violations	Minimum Control Measures	PEOP	PIPP	IDDE	Construction	PCSM	Housekeeping	
January	5					1	1		6		550	1			1
February	11	1	2	32	1		1		20	1	415	4			1
March	9				5	2	1		3			1			
April	4			1	9	1	1		2	1					1
May	8	2	1		12	5	3		1		3	3	1		1
June	15	1		5	6	1	2			1	2	1	3		
July	8		1	1		3	1		1	1	1	1			1
August	11	2	1	1	2	2	4		1	1	1	3			3
September	2	3	0	5	3	1	1					2			
October	8		1		1		2				2	2	1		2
YTD	80	3	6	44	38	16	17		34	5	973	18	5		10

Respectfully,

Kathleen Geigley, Stormwater Management Program Coordinator

PUBLIC WORKS
DIRECTOR
Nate Bragunier
OPERATIONS MANAGER
Travis Mease

SUSQUEHANNA TOWNSHIP PUBLIC WORKS

NINETEEN HUNDRED FIFTY FIVE ELMERTON AVENUE,
HARRISBURG, PENNSYLVANIA 17109 PHONE (717) 233-7143



SEPTEMBER GENERAL WORK REPORT

09/30/2023

1. SIGN WORK ---- INSTALLED NEW SIGNS AND REPAIRED DAMAGED SIGNS.

---- TRIMMED TREE LIMBS COVERING SIGNS.

2. LEAF COLLECTION

3. CHAINSAW SAFETY TRAINING.

4. REBUILD INLETS

5. CUT DOWN TREES DEAD TREES ON GREENWOOD BLVD.

6. MILLED, PATCHED, & CRACK SEAL ROADS.

CLEANED INLETS AROUND TOWNSHIP.

7. REPLACE STORM SEWER PIPE ON MCNAUGHTEN DR.

8. ASSISTED SHADE TREE COMMISSION ON PLANTING TREES.

9. SPREAD MILLINGS FOR SOCCAR PARKING LOT.

10. INSTALL STOP BARS THROUGH TOWNSHIP.

11. POT HOLE REPAIRS.

12. CHECK ALL OVERFLOW BOXES & WALKED ALL RIGHT OF WAYS.
13. AUTHORITY STAFF HAS BEEN UPDATING MAPPING ON THE GIS SYSTEM.
14. AUTHORITY FOUND A BROKEN PUMP AT FOX RUN PUMP STATION AND REMOVED IT FOR REPAIR
15. CHECKED PUMPS & GEN-SETS.
16. RESPONDED TO 219 PA ONE CALLS.
17. TELEVISED 0FT OF STORM LINES 16,494FT OF SEWER LINES.
18. FLUSHED & ROOT CUT 16,200FT OF SEWER LINES.
19. 2 SEWER COMPLAINTS 0 BLOCKED 2 NOT BLOCKED

FALL LEAF COLLECTION

- BEGINNING OCTOBER 2ND: LEAVES WILL BE COLLECTED STARTING WITH ODD NUMBER ADDRESSES AND ALTERING WEEKLY.
- LEAF PICK-UP WILL OCCUR THE DAY FOLLOWING TRASH COLLECTION.
- LEAF COLLECTION WILL CONCLUDE ON DECEMBER 15TH.
- LEAVES MUST BE CURBSIDE.
- NO LEAF COLLECTION WILL OCCUR ON NOVEMBER 10TH, 23RD, 24TH AS THESE ARE TOWNSHIP HOLIDAYS.
- THERE WILL BE NO LEAF COLLECTION FROM ALLEYS.

THE ODD AND EVEN SCHEDULE IS BASED ON MONDAY'S DATE. IF IT IS AN ODD NUMBERED DAY, WE WILL BE PICKING LEAVES ON THE ODD SIDE OF THE STREET ALL WEEK. IF IT IS AN EVEN NUMBERED DAY, WE WILL BE PICKING LEAVES ON THE EVEN SIDE ALL WEEK.

Residents requiring leaf disposal prior to or after the leaf collection season are encouraged to drop off at Susquehanna Township's Compost facility "Dig My Earth," located 200 Fort Hunter rd. Harrisburg, PA 17110. Call 717-921-8980 or go to www.digmyearth.com for hours and more info.

**SUSQUEHANNA TOWNSHIP HIGHWAY DEPARTMENT
MONTHLY REPORT**

OCTOBER	
JOB DESCRIPTION	HOURS
Mechanic	280
Crew Leader	120
Operator	128
Tradesman	16
Lt Equipment Operator	32
Sign Maint. Technician	120
Truck Driver	680
Laborer	392
Foreman	152
Mechanic 1	528
Mechanic 2	0
TOTAL PEOPLE HOURS	2448
JOBS PERFORMED	HOURS
Mechanic Maintenance	280
Equipment Maintenance	0
Garage Maintenance	0
Inlet Cleaning	48
Inlet Repair	24
New Inlets	0
Pipe Jobs	40
Leaf Picking	440
Roadside Mowing	0
Clean Ditch Lines	0
Trimming Trees	40
Park Maintenance	16
Crack Seal	88
Blacktop Milling	40
Hauling Stones/Waste	0
Plant Trees	88
Street Sweeping	0
Patching Pot Holes	80
Sign Work	256
General Work	176
Training	160
Check Pumps	288
Flush	40
TV	136
Pa1 Calls	208
Clean Wet Wells	0
TOTAL JOB HOURS	2448
Submitted By: Travis Mease	
DATE SUBMITTED	
November 3, 2023	



Herbert, Rowland & Grubic, Inc.
369 East Park Drive
Harrisburg, PA 17111
717.564.1121
www.hrg-inc.com

MONTHLY ENGINEER'S REPORT

SUSQUEHANNA TOWNSHIP

Attn: Dave Pribulka
Report Period: 10/01/2023 – 10/31/2023
HRG Project Number: R000242.0001

November 3, 2023

MEETINGS ATTENDED (R000242.0001):

- | | |
|---|------------------|
| ■ Board of Commissioners Meeting | October 12, 2023 |
| ■ Board of Commissioners Workshop Meeting | October 26, 2023 |
| ■ Planning Commission Meeting | October 23, 2023 |

SUBDIVISION AND/OR LAND DEVELOPMENT PLAN(S) REVIEWED (R000242.0002):

- Susquehanna Union Green Phase 2E – Land Development Plan {HRG #1291}
- Stray Wind Farms Phase 8 – Waiver Request {HRG #1263}

STORMWATER MANAGEMENT PLAN(S) REVIEWED/INSPECTED (R000242.0475):

- JTA Consulting, Euclid Ave. – SWMP {HRG #050}
- 413 Belvedere Road – SWMP {HRG #055}

IMPROVEMENT GUARANTEE ESTIMATES/REDUCTIONS & MAINTENANCE GUARANTEE RECOMMENDATIONS (R000242.0002):

- N/A

CONSTRUCTION OBSERVATION SERVICES PERFORMED (R000242.0002):

- Laurel Hills LDP {HRG #1166}
- Susquehanna Union Green {HRG #1240, #1241, #1253, #1265}
- Solid Rock Missionary Baptist {HRG #1230}

ROAD CUT PERMIT IMPROVEMENT GUARANTEE ESTIMATES (R000242.0187):

- 1807 Fox Hunt Lane {HRG #189}

DRAINAGE/ENGINEERING PROJECT(S) STATUS:

- General Drainage/Engineering {HRG #R000242.0007}
 - Phase 037 - 2608 Catherine Street - Met with Property Owners and Township Staff. Reviewed site history and previous completed Township projects. Provided Township with previously completed Concept Plans for drainage issue. Township televised storm drainage on Catherine Street. Township has determined that they can perform the work.
 - HRG recommends the Board of Commissioners and Township staff discuss the desired level of repair to the affected property and extent of potential improvements and repairs along Catherine Street.

- MS4 {HRG #R000242.0451}
 - Provided MS4 related assistance to Township staff as requested.

- North Galen Road at Fox Hunt Lane Drainage Project {HRG #R000242.0502}
 - The Notice of Award package was submitted to CPA Pavement Services, Inc. HRG received the contract documents from CPA and is reviewing them for completeness. Once approved, said documents will be sent to the Township to be executed. Notice to Proceed will be issued to CPA once contract documents are fully executed.
 - Construction is expected to commence in late 2023.

TRANSPORTATION PROJECT(S) STATUS:

- Traffic Studies {HRG #R000242.0005}
 - Linglestown & Crooked Hill
 - Township received a complaint regarding side street green time and delays, specifically during off-peak times. ATS confirmed the intersection is properly programmed and equipment is working; signal is operating per permit. Susquehanna Township requested that HRG evaluate AM and PM peak timing to determine if changes are appropriate. HRG observed the intersection during both peak periods and recommends a programming modification. ATS indicated this is now working properly.
 - Township also received concern about pedestrian safety crossing this intersection. HRG to provide recommendations to the Township.
 - Schoolhouse Lane
 - HRG evaluated the application of additional speed humps on Schoolhouse Lane and provided the Township a letter of recommendation.
 - Union Deposit and Progress Avenue
 - Per PennDOT direction, HRG performed a structural evaluation to determine if the existing mast arm can support additional load. Discussions with PennDOT on results and next steps are in progress.
 - Montrose Street Truck Restriction
 - Township requested HRG perform traffic counts to determine the level of truck traffic occurring on Montrose Street.
 - Traffic count data has been reviewed by HRG to determine the level truck traffic on Montrose Street.

- During the week of August 16th – August 22nd it was observed that 6-7 three-axle or greater trucks utilized Montrose Street per day, totaling 46 during the one-week observation period.
- HRG will prepare and submit a memorandum of findings to the Township and provide a recommendation on any future actions.
- 4th Street at Bergner Street Length Restriction
 - In response to complaints submitted by nearby residents, HRG is performing a traffic study to determine if vehicle length restrictions are warranted in the proximity of the 4th Street and Bergner Street intersection.
 - Township requested HRG perform traffic counts to determine the level of truck traffic occurring on Bergner Street.
 - Traffic count data to determine the level truck traffic on Bergner has been received and reviewed by HRG.
 - HRG is preparing the Traffic Study Report for submission to the Township.
- Kohn Road Temporary Bridge Feasibility Study {HRG #R000242.0533}
 - Township approved HRG's proposal for the referenced project.
 - HRG has begun work on the feasibility study.

RECREATION PROJECT(S) STATUS:

- Boyd Park Phase 2 (# R000242.0520)
 - Project was made available for bidding October 3, 2023, via PennBid.
 - Bid opening occurred November 2, 2023, at 10am.
 - Eight bids were received. HRG is currently reviewing the bids and will provide the Township a letter of recommendation upon completion of the review.
- Conceptual Planning for Union Deposit Tract (# R000242.0515)
 - HRG is coordinating with Township staff regarding the development of conceptual-level sketch design drawings for potential passive recreational use of the parcel.
 - HRG received a request from the Township to field survey the easement area on the adjoining parcel to the west belonging to Ecumenical Retirement Community.
 - HRG performed boundary survey of the subject tracts and easement areas on the Ecumenical Retirement Community's property.
 - The boundary survey and easement exhibits were provided to the Township for review on November 2, 2022.
- Township-wide Bicycle, Pedestrian, and Greenway Plan (Campbell Thomas & Co.)
 - HRG continues to work with Campbell Thomas & Co. in development of the plan stemming from the 10/24 public meeting.
 - HRG attended and assisted with facilitation at the public meeting on 10/24.

MUNICIPAL PROJECT(S) STATUS:

- Edgemont Community Park ADA Accessibility Improvements
 - Construction of the ADA path is complete.
 - The project is complete with the exception of the handrail. HRG has reviewed multiple submittals for the handrail design. The handrail design was finalized the week of October 23 and is in production. Installation is expected in the coming weeks once fabrication is complete.

- 2023 Paving Project
 - Construction is underway and is expected to substantially complete by the week of October 9, 2023.
 - The contractor was working through a few remaining punch list items the week of October 30th to finalize the project.

- Public Works Storage Building
 - HRG provided a Scope of Work to design and permit a new Public Works Storage Building.
 - HRG received a signed agreement from the Township October 16, 2023.
 - HRG will work with Nate Bragunier and Township staff on design of the new storage building.

Herbert, Rowland & Grubic, Inc.



Alex Greenly, P.E.
Project Manager | Civil

AG/LB

P:\0002\000242_0001\Admin\Engineering Reports\2023\10-1-23 To 10-31-23.Docx

Parks and Recreation Departmental Report:

Park/Playground:

Boyd Park: Bidding has been advertised and bid openings will be on November 2nd with an anticipated presentation to the Board of Commissioners for intent to award on November 9th.

Logan Park:

Veterans Park:

Veterans Park Trail: Monitoring the trail on a regular basis.

Christian McNaughton Memorial Park: Bathrooms will be closed as of November 6th for the season.

Crown Point Park: Bathrooms have been closed for the season.

Edgemont Park: Construction of the ADA access is partially complete the contract still must install the hand railings for the walkway.

Bathrooms have been closed for the season.

Apple Creek Farms:

Donald B Stabler Memorial Park: Bathrooms have been closed for the season.

Plum Alley Park:

Beaufort Hunt Playground:

Shutt Mill Park: Park is closed during sewer construction; the contractor is using the park as a staging area.

Margaret's Grove Park:

Olympus Heights Park:

Program Report:

October 7th, we held a Shredding event at Veterans Park with 118 individuals attending the event that day to have documents shredded. We unfortunately had to cancel our pumpkin decorating program and wreath making class due to low enrollment. We held the two-day AARP Driver Certification course with 17 participants and a Know you Medicare Options program with 9 participants.

As of October 6th we have a total of 2890 enrollments for the year. This number has surpassed the total registration for last year of 1899.

Administration:

Finishing the final items for the grant application to DCED for the Statewide Local Share Grant program in the amount of \$1,000,000 for the design and construction of Phase 1 of Wedgewood Hills Park.

Plans

Township-wide Bicycle, Pedestrian, Greenway Plan

Held our final public open house on October 24th with 22 participants. This open house directed participants in various grouped tables to look at the draft maps that showed connections, trails, share rows, bike lanes, and sidewalks and a secondary map showing mass transit. The groups reviewed the maps and listed the top three goals for each of the tables. This information will be incorporated into the goals and objectives of the plan.

Latshmere Peer to Peer:

- Conducted a public and professional survey and I am waiting for results on the outcome of the survey.
- Consultant continues to research local pools and is developing an operation plan and operating budget.



SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS
REPORT OF BILLS PAID

Date: November 9, 2023

Prepared By: Jill Lovett

	Checks Issued:	Amount:
General Fund	Check #337195 through #337339 Check #1010 ACH Withdrawals (12) Payroll Disbursements	\$2,245,355.72
<p>(Statement of General Fund attached shows Issuance of PLGIT debt proceeds written to Authority for Capital Project requisition reimbursement. This is not included in total above as it is Authority related.)</p>		
Highway Fund	Check #102408 through #102416	\$41,564.58
Street Light Fund	None	\$0.00
Fire Protection Fund	Check #709966 through #709995	\$51,729.94
Unallocated, Overhead Expenses:	Checks Issued in the Amount of:	42,012.18
Edgemont Fire:	Checks Issued in the Amount of:	476.15
Progress Fire:	Checks Issued in the Amount of:	5,694.50
Rescue Fire:	Checks Issued in the Amount of:	3,547.11
Developers' Rec	Check #1206 through #1209	\$55,382.78
Boyd Foundation Funds	Check #135	\$5,197.50
Capital Improvement Fund	Check #1640 through #1648	\$395,788.00
ARPA Fund	Check #1042 through #1043	\$20,241.83
Transportation Improvement Fund	Check #102 through #103	\$14,013.41
Grand Total:		\$2,829,273.76

I Certify That The Expenses Named Herein Are Actually Incurred As Prescribed By Law.

President of the Board

Date

Attest:

Secretary of the Board

Date

2:10 PM
11/06/23

Susquehanna Township Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	1010	10/09/2023	Intermixit	1201007 · PLGIT Invmt - Series 2021 Muni	
Bill	9126	09/21/2023		409380 · Administration Building Project	-51.17
TOTAL					-51.17
Bill Pmt -Check	1012	10/20/2023	Susquehanna Township Authority	1201005 · PLGIT Invmt - Series 2018 Proc	
Bill	10202023	10/20/2023		2300429 · Due to Sewer Authority Cap Proj	-1,664.19
TOTAL					-1,664.19
Bill Pmt -Check	337195	10/17/2023	A Finishing Touch	1000800 · General Fund Checking Centric B	
Bill	1001202369	10/01/2023		451374 · Park Restroom Supplies & Repair	-2,108.50
Bill	1001202368	10/01/2023		409450 · Janitorial Services (Contract)	-3,617.54
				430450 · Cleaning Service	-684.99
				410210 · Materials and Supplies	-61.34
TOTAL					-6,472.37
Bill Pmt -Check	337196	10/17/2023	AFSCME	1000800 · General Fund Checking Centric B	
Bill	10012023	10/01/2023		429190 · Employee Insurances	-2,934.25
				430190 · Employee Insurances	-1,200.38
				436190 · Employee Insurances	-133.37
TOTAL					-4,268.00
Bill Pmt -Check	337197	10/17/2023	Amazon Capital Services	1000800 · General Fund Checking Centric B	
Bill	16699	10/03/2023		451247 · Materials & Supplies (Program)	-56.98
TOTAL					-56.98
Bill Pmt -Check	337198	10/17/2023	Anthony P. Russo	1000800 · General Fund Checking Centric B	
Bill	9302023	09/30/2023		420310 · Contracted Svcs- Retail Food	-2,000.00
TOTAL					-2,000.00
Bill Pmt -Check	337199	10/17/2023	Approved Code Services, Inc.	1000800 · General Fund Checking Centric B	
Bill	22364	09/20/2023		413450 · MDIA Inspections	-210.00
				413450 · MDIA Inspections	-210.00
				413450 · MDIA Inspections	-210.00
				413450 · MDIA Inspections	-210.00
				413450 · MDIA Inspections	-210.00
				413450 · MDIA Inspections	-210.00
				413450 · MDIA Inspections	-210.00
				413450 · MDIA Inspections	-210.00
				413450 · MDIA Inspections	-210.00
TOTAL					-2,100.00
Bill Pmt -Check	337200	10/17/2023	CBY Systems Inc	1000800 · General Fund Checking Centric B	
Bill	77650	09/30/2023		410241 · General Expenses	-24.00
TOTAL					-24.00
Bill Pmt -Check	337201	10/17/2023	Cintas Corp	1000800 · General Fund Checking Centric B	
Bill	5176593670	10/09/2023		430241 · General Expenses	-93.28
				429241 · General Expenses	-93.28
TOTAL					-186.56
Bill Pmt -Check	337202	10/17/2023	Classic Drycleaners	1000800 · General Fund Checking Centric B	
Bill	250741	10/01/2023		410238 · Uniforms - Police	-493.09
TOTAL					-493.09
Bill Pmt -Check	337203	10/17/2023	Comcast	1000800 · General Fund Checking Centric B	
Bill	89931105801638...	09/20/2023		401320 · Communications	-122.87
				410320 · Communication	-122.88
Bill	89931105801836...	09/26/2023		401320 · Communications	-165.32
				410320 · Communication	-165.33

2:10 PM
11/06/23

Susquehanna Township Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-576.40
Bill Pmt -Check	337204	10/17/2023	Costco Pharmacy #327	1000800 · General Fund Checking Centric B	
Bill	1022023	10/03/2023		420224 · Flu Vaccination	-29.99
TOTAL					-29.99
Bill Pmt -Check	337205	10/17/2023	Cralls Garage	1000800 · General Fund Checking Centric B	
Bill	9282023	09/28/2023		410375 · Maintenance & Repair Vehicle	-25.00
Bill	10032023	10/03/2023		410375 · Maintenance & Repair Vehicle	-25.00
Bill	10092023	10/09/2023		410375 · Maintenance & Repair Vehicle	-25.00
				415375 · Maintenance Repair-Vehicle	-25.00
TOTAL					-100.00
Bill Pmt -Check	337206	10/17/2023	Cummins Power Systems Inc	1000800 · General Fund Checking Centric B	
Bill	536011	10/03/2023		430375 · Vehicle Expenses	-254.49
TOTAL					-254.49
Bill Pmt -Check	337207	10/17/2023	Dauphin County Purchasing	1000800 · General Fund Checking Centric B	
Bill	10042023	10/04/2023		401210 · Materials and Supplies	-0.90
TOTAL					-0.90
Bill Pmt -Check	337208	10/17/2023	Davis Landscape LTD	1000800 · General Fund Checking Centric B	
Bill	97490	10/03/2023		451310 · Contracted Svcs - Mowing	-9,097.00
				430310 · Contracted Svcs - Mowing	-6,186.00
TOTAL					-15,283.00
Bill Pmt -Check	337209	10/17/2023	Dethlefs-Pykosh Law Group, LLC.	1000800 · General Fund Checking Centric B	
Bill	16212	10/04/2023		414310 · ZHB Solicitor	-8,567.00
TOTAL					-8,567.00
Bill Pmt -Check	337210	10/17/2023	Eckert, Seamans, Cherin & Mellott LLC	1000800 · General Fund Checking Centric B	
Bill	1765859	09/26/2023		404310 · General Legal Services	-754.00
Bill	1765781	09/26/2023		404310 · General Legal Services	-2,132.00
Bill	1765855	09/26/2023		404314 · Labor Counsel	-520.00
Bill	1765854	09/26/2023		404314 · Labor Counsel	-1,404.00
Bill	1765769	09/26/2023		404314 · Labor Counsel	-130.00
Bill	1765765	09/26/2023		404310 · General Legal Services	-6,084.00
Bill	1765841	09/26/2023		404310 · General Legal Services	-156.00
Bill	1765838	09/26/2023		404310 · General Legal Services	-2,210.00
Bill	1765868	09/26/2023		404310 · General Legal Services	-3,822.00
TOTAL					-17,212.00
Bill Pmt -Check	337211	10/17/2023	Eichelbergers, Inc.	1000800 · General Fund Checking Centric B	
Bill	534394	10/26/2023		430370 · Maintenance/Repairs Bldg	-5,914.85
TOTAL					-5,914.85
Bill Pmt -Check	337212	10/17/2023	Elizabeth Little	1000800 · General Fund Checking Centric B	
Bill	61082002	09/25/2023		367140 · Park, Field, & Pavilion Rentals	-150.00
TOTAL					-150.00
Bill Pmt -Check	337213	10/17/2023	First Assembly of God Harrisburg	1000800 · General Fund Checking Centric B	
Bill	2023 escrow	10/16/2023		2223646 · Other Land Development Escrows	-976.27
TOTAL					-976.27
Bill Pmt -Check	337214	10/17/2023	Graphtech	1000800 · General Fund Checking Centric B	
Bill	156723	09/20/2023		400241 · General Expenses	-594.86
Bill	156900	09/28/2023		451340 · Newsletter	-9,823.14
TOTAL					-10,417.80
Bill Pmt -Check	337215	10/17/2023	Guernsey Office Products	1000800 · General Fund Checking Centric B	

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Susquehanna Township Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	2607373	09/19/2023		410210 · Materials and Supplies	-139.78
Bill	2613648	09/29/2023		410210 · Materials and Supplies	-67.40
Bill	2615163	10/03/2023		430210 · Material and Supplies	-329.00
Bill	2615990	10/04/2023		410210 · Materials and Supplies	-4.69
TOTAL					-540.87
Bill Pmt -Check	337216	10/17/2023	Hornungs (Linglestown)	1000800 · General Fund Checking Centric B	
Bill	429616	09/27/2023		400241 · General Expenses	-588.99
Bill	429617	09/27/2023		400241 · General Expenses	-39.90
TOTAL					-628.89
Bill Pmt -Check	337217	10/17/2023	HRG Inc Consulting Engineers	1000800 · General Fund Checking Centric B	
Bill	174330	09/11/2023		408313 · Engineering Fees	-4,541.50
Bill	174566	09/15/2023		436313 · Engineering Fees	-44,183.28
TOTAL					-48,724.78
Bill Pmt -Check	337218	10/17/2023	Intermixit	1000800 · General Fund Checking Centric B	
Bill	9019	08/18/2023		407280 · General Software/Hardware	-1,297.02
Bill	9166	10/01/2023		407370 · IT Repairs, Main. & Service	-1,986.00
Bill	9208	10/01/2023		407370 · IT Repairs, Main. & Service	-13,121.00
TOTAL					-16,404.02
Bill Pmt -Check	337219	10/17/2023	Interstate Battery Systems of H	1000800 · General Fund Checking Centric B	
Bill	40082975	09/29/2023		410375 · Maintenance & Repair Vehicle	-216.95
TOTAL					-216.95
Bill Pmt -Check	337220	10/17/2023	Kathryn M Hartz	1000800 · General Fund Checking Centric B	
Bill	9252023	09/25/2023		455000 · Shade Tree Commission	-45.63
TOTAL					-45.63
Bill Pmt -Check	337221	10/17/2023	Kathy Fry	1000800 · General Fund Checking Centric B	
Bill	9282023	09/28/2023		400241 · General Expenses	-109.50
TOTAL					-109.50
Bill Pmt -Check	337222	10/17/2023	Kint Corp	1000800 · General Fund Checking Centric B	
Bill	155085	09/26/2023		430370 · Maintenance/Repairs Bldg	-213.15
TOTAL					-213.15
Bill Pmt -Check	337223	10/17/2023	LB Smith Ford	1000800 · General Fund Checking Centric B	
Bill	316120	10/09/2023		410375 · Maintenance & Repair Vehicle	-233.22
TOTAL					-233.22
Bill Pmt -Check	337224	10/17/2023	Levin Promotional Products	1000800 · General Fund Checking Centric B	
Bill	20012	09/26/2023		400241 · General Expenses	-84.75
TOTAL					-84.75
Bill Pmt -Check	337225	10/17/2023	Lewis Industrial Supply Co	1000800 · General Fund Checking Centric B	
Bill	567295	09/28/2023		430210 · Material and Supplies	-145.80
TOTAL					-145.80
Bill Pmt -Check	337226	10/17/2023	Life Source Water Service LLC	1000800 · General Fund Checking Centric B	
Bill	193	09/26/2023		401241 · General Expenses	-28.95
				410241 · General Expenses	-35.94
				430241 · General Expenses	-17.97
Bill	1259	10/01/2023		401241 · General Expenses	-15.00
				410241 · General Expenses	-30.00
				430241 · General Expenses	-15.00
TOTAL					-142.86

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October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	337227	10/17/2023	McCarthy Tire & Automotive Cen	1000800 · General Fund Checking Centric B	
Bill	10125988	10/09/2023		430375 · Vehicle Expenses	-2,430.64
TOTAL					-2,430.64
Bill Pmt -Check	337228	10/17/2023	NAPA Auto Parts	1000800 · General Fund Checking Centric B	
Bill	3081774724	01/03/2023		410375 · Maintenance & Repair Vehicle	-214.99
Bill	3081807667	09/11/2023		430375 · Vehicle Expenses	-35.44
Bill	3081807767	09/11/2023		430375 · Vehicle Expenses	-52.54
Bill	3081807812	09/13/2023		430375 · Vehicle Expenses	-20.52
Bill	3081807898	09/14/2023		430375 · Vehicle Expenses	-52.54
Bill	3081807937	09/14/2023		430375 · Vehicle Expenses	-92.64
Bill	3081807930	09/14/2023		430375 · Vehicle Expenses	-222.72
Bill	3081807960	09/15/2023		430375 · Vehicle Expenses	-82.79
Bill	3081807891	09/15/2023		430375 · Vehicle Expenses	-161.36
Bill	3081808063	09/18/2023		430375 · Vehicle Expenses	-136.14
TOTAL					-1,071.68
Bill Pmt -Check	337229	10/17/2023	Nikki Barge	1000800 · General Fund Checking Centric B	
Bill	10112023	10/11/2023		2382000 · Police Donations	-1,454.00
TOTAL					-1,454.00
Bill Pmt -Check	337230	10/17/2023	PA Media Group	1000800 · General Fund Checking Centric B	
Bill	10752399	10/03/2023		401341 · Advertising	-642.16
Bill	10752394	10/03/2023		401341 · Advertising	-294.84
TOTAL					-937.00
Bill Pmt -Check	337231	10/17/2023	PA Recreation and Park Society	1000800 · General Fund Checking Centric B	
Bill	179479	09/26/2023		430460 · Education and Training	-1,700.00
Bill	10012023	10/01/2023		451300 · Discount Ticket Expense	-1,424.00
TOTAL					-3,124.00
Bill Pmt -Check	337232	10/17/2023	Pitney Bowes Global Financial	1000800 · General Fund Checking Centric B	
Bill	3318111146	09/29/2023		407280 · General Software/Hardware	-198.39
TOTAL					-198.39
Bill Pmt -Check	337233	10/17/2023	Pittsburgh Public Safety Supply	1000800 · General Fund Checking Centric B	
Bill	37048	07/06/2023		410238 · Uniforms - Police	-2,864.96
Bill	40913	09/14/2023		410238 · Uniforms - Police	-388.72
Bill	41045	09/15/2023		410238 · Uniforms - Police	-453.48
Bill	38092	10/09/2023		410238 · Uniforms - Police	-1,432.48
TOTAL					-5,139.64
Bill Pmt -Check	337234	10/17/2023	PMHC	1000800 · General Fund Checking Centric B	
Bill	146394	10/09/2023		401190 · Employee Insurances	-6,246.57
				402190 · Employee Insurances	-3,647.25
				410190 · Employee Insurances	-90,181.03
				410196 · Post-Retirement Med Insurance	-40,757.02
				413190 · Employee Insurance	-3,811.97
				429190 · Employee Insurances	-15,095.80
				430190 · Employee Insurances	-25,760.30
				436190 · Employee Insurances	-5,846.64
				451190 · Employee Insurances	-4,888.51
				2381400 · Fire Fund Expense	-91.85
				2380160 · Medical Insurance Former Emplo	-2,437.19
TOTAL					-198,764.13
Bill Pmt -Check	337235	10/17/2023	PP&L Electric Utilities	1000800 · General Fund Checking Centric B	
Bill	1973129002	09/21/2023		430360 · Utilities	-122.74
				451360 · Utilities-Parks	-294.96
				409360 · Utilities	-426.70
Bill	9339908001	09/21/2023		2381400 · Fire Fund Expense	-96.52
				433361 · Traffic Signal-Electric	-859.96
TOTAL					-1,800.88
Bill Pmt -Check	337236	10/17/2023	PPC Lubricants	1000800 · General Fund Checking Centric B	

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Susquehanna Township Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	2179330	09/27/2023		410210 · Materials and Supplies 429241 · General Expenses 430210 · Material and Supplies	-771.10 -387.50 -766.15
TOTAL					-1,924.75
Bill Pmt -Check	337237	10/17/2023	Quik Quality Car Wash & Lube	1000800 · General Fund Checking Centric B	
Bill	15433	10/02/2023		410375 · Maintenance & Repair Vehicle	-240.00
TOTAL					-240.00
Bill Pmt -Check	337238	10/17/2023	Retmay Distributors	1000800 · General Fund Checking Centric B	
Bill	16513	09/28/2023		430210 · Material and Supplies	-813.91
TOTAL					-813.91
Bill Pmt -Check	337239	10/17/2023	Robert Martin	1000800 · General Fund Checking Centric B	
Bill	10012023	10/01/2023		410196 · Post-Retirement Med Insurance	-20.00
TOTAL					-20.00
Bill Pmt -Check	337240	10/17/2023	Service Supply Corp	1000800 · General Fund Checking Centric B	
Bill	7404	09/26/2023		437260 · Small Tools and Minor Equipment	-310.39
TOTAL					-310.39
Bill Pmt -Check	337241	10/17/2023	Sirchie Fingerprint Laboratories	1000800 · General Fund Checking Centric B	
Bill	612416	10/02/2023		410210 · Materials and Supplies	-119.10
TOTAL					-119.10
Bill Pmt -Check	337242	10/17/2023	Stauffers of Linglestown	1000800 · General Fund Checking Centric B	
Bill	7654	09/25/2023		400241 · General Expenses	-7.49
TOTAL					-7.49
Bill Pmt -Check	337243	10/17/2023	Stephenson Equipment, Inc.	1000800 · General Fund Checking Centric B	
Bill	17011524	10/04/2023		430375 · Vehicle Expenses	-90.12
TOTAL					-90.12
Bill Pmt -Check	337244	10/17/2023	Suez	1000800 · General Fund Checking Centric B	
Bill	203470620000	09/26/2023		451360 · Utilities-Parks	-37.79
Bill	200724783622	09/27/2023		451360 · Utilities-Parks	-29.13
Bill	208850030000	09/27/2023		409360 · Utilities	-71.99
TOTAL					-138.91
Bill Pmt -Check	337245	10/17/2023	Susquehanna Municipal Trust	1000800 · General Fund Checking Centric B	
Bill	202323	11/01/2023		2381400 · Fire Fund Expense 484000 · Workers' Comp Insurance 429241 · General Expenses 436241 · General Expense	-2,182.10 -56,247.38 -4,394.76 -791.01
TOTAL					-63,615.25
Bill Pmt -Check	337246	10/17/2023	The UPS Store	1000800 · General Fund Checking Centric B	
Bill	93023	09/30/2023		410241 · General Expenses	-73.27
TOTAL					-73.27
Bill Pmt -Check	337247	10/17/2023	Thomson Reuters - West	1000800 · General Fund Checking Centric B	
Bill	849059678	10/04/2023		410241 · General Expenses	-242.55
TOTAL					-242.55
Bill Pmt -Check	337248	10/17/2023	Tillett Toilets	1000800 · General Fund Checking Centric B	
Bill	235489	09/27/2023		451374 · Park Restroom Supplies & Repair	-96.00

Susquehanna Township
Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	235521	09/28/2023		400241 · General Expenses	-175.00
TOTAL					-271.00
Bill Pmt -Check	337249	10/17/2023	Toshiba Financial Services	1000800 · General Fund Checking Centric B	
Bill	5026944059	10/03/2023		407280 · General Software/Hardware	-1,751.09
TOTAL					-1,751.09
Bill Pmt -Check	337250	10/17/2023	Tractor Supply Credit Plan Dep	1000800 · General Fund Checking Centric B	
Bill	60359012031551...	09/29/2023		430210 · Material and Supplies 436241 · General Expense	-395.21 -184.98
TOTAL					-580.19
Bill Pmt -Check	337251	10/17/2023	Triple Crown Corp	1000800 · General Fund Checking Centric B	
Bill	202325	10/03/2023		361330 · Zoning Permits 362410 · Building Permits	-9,937.00 -14,476.50
TOTAL					-24,413.50
Bill Pmt -Check	337252	10/17/2023	Truck Parts Plus	1000800 · General Fund Checking Centric B	
Bill	800595	09/28/2023		430375 · Vehicle Expenses	-157.76
TOTAL					-157.76
Bill Pmt -Check	337253	10/17/2023	Verizon 2	1000800 · General Fund Checking Centric B	
Bill	9945325422	09/25/2023		410320 · Communication 430320 · Communications 414920 · Communications 413320 · Communications 451320 · Communications 401320 · Communications 2381400 · Fire Fund Expense 2381400 · Fire Fund Expense 415320 · Communications 436241 · General Expense 429320 · Communications	-1,159.02 -103.28 -47.18 -94.36 -126.54 -42.18 -42.18 -42.18 -42.18 -89.36 -343.34
TOTAL					-2,131.80
Bill Pmt -Check	337254	10/17/2023	Witmer Public Safety Group Inc	1000800 · General Fund Checking Centric B	
Bill	328230	09/26/2023		410242 · Arms/Ammo Supplies	-5,072.39
TOTAL					-5,072.39
Bill Pmt -Check	337255	10/25/2023	Charles Schwab	1000800 · General Fund Checking Centric B	
Bill	2023 state aid	10/25/2023		483100 · Police Pension Contrib	-687,690.81
TOTAL					-687,690.81
Bill Pmt -Check	337256	10/25/2023	Susquehanna Twp Vol Fire Relief	1000800 · General Fund Checking Centric B	
Bill	2023 Aid	10/25/2023		411543 · Firemens Relief	-183,795.74
TOTAL					-183,795.74
Bill Pmt -Check	337257	10/25/2023	Susquehanna Township Emergency	1000800 · General Fund Checking Centric B	
Bill	2023	10/25/2023		412540 · S.T.E.M.S. Contribution	-50,000.00
TOTAL					-50,000.00
Bill Pmt -Check	337258	10/31/2023	Cardmember Service	1000800 · General Fund Checking Centric B	
TOTAL					0.00
Bill Pmt -Check	337259	10/31/2023	Cardmember Service	1000800 · General Fund Checking Centric B	
Bill	47985100551372...	10/13/2023		430241 · General Expenses 430241 · General Expenses 410375 · Maintenance & Repair Vehicle 410420 · Dues, Subscription, and Member 410460 · Education and Training 410460 · Education and Training 410238 · Uniforms - Police	-175.41 -56.26 -44.77 -56.46 -15.76 -8.45 -32.11

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October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
				410460 · Education and Training	-141.28
				410460 · Education and Training	-55.62
				410241 · General Expenses	-3.50
				410241 · General Expenses	-77.67
				410241 · General Expenses	-18.86
				410241 · General Expenses	-27.99
				410241 · General Expenses	-10.59
				410460 · Education and Training	-426.11
				410241 · General Expenses	-153.51
				410241 · General Expenses	-25.05
				410260 · Minor Equipment	-83.07
				410260 · Minor Equipment	-8.45
				410241 · General Expenses	-47.80
				410260 · Minor Equipment	-14.07
				2381400 · Fire Fund Expense	-14.33
				410252 · Records Management System	-1,922.41
				401320 · Communications	-11.09
				402460 · Education and Training	-152.36
				451460 · Education, Training, and Member	-55.98
				451460 · Education, Training, and Member	-106.22
				451460 · Education, Training, and Member	-3.50
				451460 · Education, Training, and Member	-20.29
				451317 · Day Camp	-105.83
				451260 · Equipment Playground & Athlet	-110.27
				451460 · Education, Training, and Member	-3.12
				451460 · Education, Training, and Member	-12.21
				451460 · Education, Training, and Member	-2.12
				451460 · Education, Training, and Member	-8.69
				451460 · Education, Training, and Member	-1.94
				451460 · Education, Training, and Member	-9.56
				401460 · Education and Training	-14.99
				401460 · Education and Training	-537.86
				401330 · Vehicle Expenses	-24.49
				401460 · Education and Training	-311.37
				400420 · Dues, Subscription, and Member	-4.12
				400420 · Dues, Subscription, and Member	-7.05
				401460 · Education and Training	-114.68
				430238 · Uniforms	-230.20
				430238 · Uniforms	-230.20
TOTAL					-5,502.67
Bill Pmt -Check	337260	11/01/2023	PA Chapter of APA - Central Section	1000800 · General Fund Checking Centric B	
Bill	10302023	10/30/2023		414460 · Education and Training	-35.00
TOTAL					-35.00
Bill Pmt -Check	337261	11/03/2023	A Finishing Touch	1000800 · General Fund Checking Centric B	
Bill	1101202375	11/01/2023		409450 · Janitorial Services (Contract)	-3,617.54
Bill	1101202374	11/01/2023		430450 · Cleaning Service	-532.77
				451374 · Park Restroom Supplies & Repair	-2,058.50
TOTAL					-6,208.81
Bill Pmt -Check	337262	11/03/2023	Ahold Financial Services	1000800 · General Fund Checking Centric B	
Bill	736234	07/17/2023		451317 · Day Camp	-13.58
Bill	736241	07/19/2023		451317 · Day Camp	-94.94
Bill	736267	07/27/2023		451317 · Day Camp	-25.56
Bill	736281	08/02/2023		451338 · Playground Program	-102.18
Bill	736283	08/03/2023		451338 · Playground Program	-164.77
Bill	736310	08/16/2023		451317 · Day Camp	-44.61
TOTAL					-445.64
Bill Pmt -Check	337263	11/03/2023	Air Gas	1000800 · General Fund Checking Centric B	
Bill	9142297855	10/12/2023		430384 · Rental and Welding Expense	-51.14
Bill	9143316016	10/23/2023		430384 · Rental and Welding Expense	-134.74
TOTAL					-185.88
Bill Pmt -Check	337264	11/03/2023	Amazon Capital Services	1000800 · General Fund Checking Centric B	
Bill	1341	10/06/2023		451339 · Special Events / Sponsorship Ex	-44.98
				451247 · Materials & Supplies (Program)	-19.99
Bill	11	10/09/2023		410375 · Maintenance & Repair Vehicle	-395.99
				414210 · Materials & Supplies	-27.40
Bill	116949	10/10/2023		451339 · Special Events / Sponsorship Ex	-36.99
				451339 · Special Events / Sponsorship Ex	-54.48
				451339 · Special Events / Sponsorship Ex	-7.93
				401210 · Materials and Supplies	-23.80
				451339 · Special Events / Sponsorship Ex	-59.75
				451339 · Special Events / Sponsorship Ex	-59.95
				451339 · Special Events / Sponsorship Ex	-54.48

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October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	80814114	10/11/2023	Atlantic Tactical	2002000 · Accounts Payable	0.00
TOTAL					-7,369.51
Bill Pmt -Check	337270	11/03/2023	Barry D. Young	1000800 · General Fund Checking Centric B	
Bill	8102023	10/20/2023		310420 · Prior Yr Occupation Tax	-127.40
TOTAL					-127.40
Bill Pmt -Check	337271	11/03/2023	Blatt & Tillett Truck & Trailer LLC	1000800 · General Fund Checking Centric B	
Bill	12780	10/11/2023		430375 · Vehicle Expenses	-483.60
TOTAL					-483.60
Bill Pmt -Check	337272	11/03/2023	Capital Area Carpet Cleaners	1000800 · General Fund Checking Centric B	
Bill	10142023	10/14/2023		410226 · Cleaning Supplies	-985.00
TOTAL					-985.00
Bill Pmt -Check	337273	11/03/2023	Capital Region Council of Gov't	1000800 · General Fund Checking Centric B	
Bill	2777	01/01/2024		413420 · Dues, Subscription, and Member	-185.00
TOTAL					-185.00
Bill Pmt -Check	337274	11/03/2023	CBY Systems Inc	1000800 · General Fund Checking Centric B	
Bill	77873	10/31/2023		410241 · General Expenses	-61.00
TOTAL					-61.00
Bill Pmt -Check	337275	11/03/2023	Clarissa Williams	1000800 · General Fund Checking Centric B	
Bill	61962668	10/27/2023		367203 · Class / Activities	-25.00
TOTAL					-25.00
Bill Pmt -Check	337276	11/03/2023	Classic Drycleaners	1000800 · General Fund Checking Centric B	
Bill	251509	10/16/2023		410238 · Uniforms - Police	-934.55
Bill	252292	11/01/2023		410238 · Uniforms - Police	-613.30
TOTAL					-1,547.85
Bill Pmt -Check	337277	11/03/2023	Comcast	1000800 · General Fund Checking Centric B	
Bill	89931105801966...	10/11/2023		401320 · Communications	-71.55
Bill	89931105802246...	10/11/2023		410320 · Communication	-71.55
Bill	89931105801638...	10/20/2023		430320 · Communications	-116.86
Bill				401320 · Communications	-160.71
Bill				410320 · Communication	-160.72
TOTAL					-581.39
Bill Pmt -Check	337278	11/03/2023	Comcast Business	1000800 · General Fund Checking Centric B	
Bill	184985850	10/15/2023		401320 · Communications	-821.08
				429320 · Communications	-229.90
				430320 · Communications	-176.78
				410320 · Communication	-1,201.48
				2381400 · Fire Fund Expense	-96.53
TOTAL					-2,525.77
Bill Pmt -Check	337279	11/03/2023	Comcast.	1000800 · General Fund Checking Centric B	
Bill	10000904671	10/02/2023		410320 · Communication	-732.83
				401320 · Communications	-732.83
TOTAL					-1,465.66
Bill Pmt -Check	337280	11/03/2023	Cralls Garage	1000800 · General Fund Checking Centric B	
Bill	10052023	10/05/2023		410375 · Maintenance & Repair Vehicle	-25.00
Bill	102623	10/26/2023		410375 · Maintenance & Repair Vehicle	-25.00
TOTAL					-50.00
Bill Pmt -Check	337281	11/03/2023	D.E. Gemmill, Inc.	1000800 · General Fund Checking Centric B	

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Susquehanna Township Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	232998	10/19/2023		430238 · Uniforms	-234.00
TOTAL					-234.00
Bill Pmt -Check	337282	11/03/2023	Davis Landscape LTD	1000800 · General Fund Checking Centric B	
Bill	98305	11/01/2023		451310 · Contracted Srvs - Mowing 430310 · Contracted Srvs - Mowing	-9,097.00 -6,186.00
TOTAL					-15,283.00
Bill Pmt -Check	337283	11/03/2023	Dethlefs-Pykosh Law Group, LLC.	1000800 · General Fund Checking Centric B	
Bill	16557	11/01/2023		414310 · ZHB Solicitor	-3,240.67
TOTAL					-3,240.67
Bill Pmt -Check	337284	11/03/2023	Eckert, Seamans, Cherin & Mellott LLC	1000800 · General Fund Checking Centric B	
Bill	1768122	10/09/2023		404310 · General Legal Services	-1,534.00
Bill	1768358	10/09/2023		404310 · General Legal Services	-1,508.00
Bill	1768124	10/09/2023		404310 · General Legal Services	-1,768.00
Bill	1768121	10/09/2023		404314 · Labor Counsel	-3,094.00
Bill	1768125	10/09/2023		404314 · Labor Counsel	-546.00
Bill	1768123	10/09/2023		404314 · Labor Counsel	-1,794.00
Bill	1768346	10/09/2023		404310 · General Legal Services	-6,344.00
TOTAL					-16,588.00
Bill Pmt -Check	337285	11/03/2023	FedEx	1000800 · General Fund Checking Centric B	
Bill	828602070	10/16/2023		401241 · General Expenses	-43.89
TOTAL					-43.89
Bill Pmt -Check	337286	11/03/2023	Freightliner of Harrisburg	1000800 · General Fund Checking Centric B	
Bill	773878	10/10/2023		430375 · Vehicle Expenses	-1,417.26
Bill	774386	10/12/2023		430375 · Vehicle Expenses	-206.64
TOTAL					-1,623.90
Bill Pmt -Check	337287	11/03/2023	Goodyear Commerical Tire & Service	1000800 · General Fund Checking Centric B	
Bill	781058935	10/31/2023		410375 · Maintenance & Repair Vehicle	-1,296.00
TOTAL					-1,296.00
Bill Pmt -Check	337288	11/03/2023	Grapttech	1000800 · General Fund Checking Centric B	
Bill	157108	10/11/2023		451372 · Maintenance/Repair	-133.50
Bill	157180	10/11/2023		451320 · Communications	-355.38
Bill	157405	10/26/2023		451372 · Maintenance/Repair	-98.25
TOTAL					-587.13
Bill Pmt -Check	337289	11/03/2023	H J Towing	1000800 · General Fund Checking Centric B	
Bill	246702	10/11/2023		430375 · Vehicle Expenses	-588.00
TOTAL					-588.00
Bill Pmt -Check	337290	11/03/2023	High Tech Metals	1000800 · General Fund Checking Centric B	
Bill	11681	10/25/2023		430210 · Material and Supplies	-222.08
TOTAL					-222.08
Bill Pmt -Check	337291	11/03/2023	Higher Information Group	1000800 · General Fund Checking Centric B	
Bill	387791	06/13/2023		410241 · General Expenses	-106.20
TOTAL					-106.20
Bill Pmt -Check	337292	11/03/2023	HL Bowman Inc	1000800 · General Fund Checking Centric B	
Bill	88796532	08/04/2023		409370 · Maintenance and Repair	-2,968.75
Bill	89801482	08/25/2023		409370 · Maintenance and Repair	-330.54
Bill	93172678	09/29/2023		409370 · Maintenance and Repair	-112.50
TOTAL					-3,411.79

Susquehanna Township
Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	337293	11/03/2023	Hornung Tru Value (29th St.)	1000800 · General Fund Checking Centric B	
Bill	390271	10/27/2023		430210 · Material and Supplies	-70.93
TOTAL					-70.93
Bill Pmt -Check	337294	11/03/2023	HRG Inc Consulting Engineers	1000800 · General Fund Checking Centric B	
Bill	175460	10/19/2023		408313 · Engineering Fees	-1,000.00
Bill	175455	10/19/2023		408314 · Engineering - Traffic Studies	-1,493.50
Bill	175457	10/19/2023		408313 · Engineering Fees	-297.00
Bill	175458	10/19/2023		436313 · Engineering Fees	-2,053.00
Bill	175461	10/19/2023		2381200 · Stormwater Management	-132.00
				2381200 · Stormwater Management	-330.00
				2381200 · Stormwater Management	-201.00
Bill	175454	10/19/2023		2230000 · Reimbursable Legal and Engineer	-2,076.43
				2230000 · Reimbursable Legal and Engineer	-1,010.70
				2230000 · Reimbursable Legal and Engineer	-702.03
				2230000 · Reimbursable Legal and Engineer	-818.15
				2230000 · Reimbursable Legal and Engineer	-287.55
				2230000 · Reimbursable Legal and Engineer	-288.71
				2230000 · Reimbursable Legal and Engineer	-646.50
				2230000 · Reimbursable Legal and Engineer	-493.55
				2230000 · Reimbursable Legal and Engineer	-881.50
				2230000 · Reimbursable Legal and Engineer	-498.21
				2503100 · Vartan - Linglestown/Progress	-5,112.48
				2503100 · Vartan - Linglestown/Progress	-2,606.50
				2230000 · Reimbursable Legal and Engineer	-198.00
				2230000 · Reimbursable Legal and Engineer	-411.90
				2230000 · Reimbursable Legal and Engineer	-1,688.00
				2230000 · Reimbursable Legal and Engineer	-1,031.00
				2230000 · Reimbursable Legal and Engineer	-144.00
				2230000 · Reimbursable Legal and Engineer	-148.50
				2230000 · Reimbursable Legal and Engineer	-2,379.00
				2230000 · Reimbursable Legal and Engineer	-430.50
Bill	175456	10/19/2023		436313 · Engineering Fees	-82.50
Bill	174803	10/19/2023		408313 · Engineering Fees	-4,666.00
Bill	175505	10/20/2023		420313 · SEO Fees	-2,002.81
Bill	175536	10/23/2023		436313 · Engineering Fees	-3,018.82
TOTAL					-37,129.84
Bill Pmt -Check	337295	11/03/2023	Humane Society of Harrisburg PA	1000800 · General Fund Checking Centric B	
Bill	202100437	10/13/2023		420319 · Stray Animal Control	-651.10
TOTAL					-651.10
Bill Pmt -Check	337296	11/03/2023	Intermixit	1000800 · General Fund Checking Centric B	
TOTAL					0.00
Bill Pmt -Check	337297	11/03/2023	Interstate Battery Systems of H	1000800 · General Fund Checking Centric B	
Bill	1906101040132	10/30/2023		410375 · Maintenance & Repair Vehicle	-167.85
TOTAL					-167.85
Bill Pmt -Check	337298	11/03/2023	Ira Green, Inc	1000800 · General Fund Checking Centric B	
Bill	30532	10/20/2023		2382000 · Police Donations	-1,976.45
TOTAL					-1,976.45
Bill Pmt -Check	337299	11/03/2023	Iron Rose K9, Inc.	1000800 · General Fund Checking Centric B	
Bill	2021260	10/19/2023		410460 · Education and Training	-5,400.00
TOTAL					-5,400.00
Bill Pmt -Check	337300	11/03/2023	K&C Communications	1000800 · General Fund Checking Centric B	
Bill	102406	10/10/2023		410375 · Maintenance & Repair Vehicle	-945.00
TOTAL					-945.00
Bill Pmt -Check	337301	11/03/2023	LB Smith Ford	1000800 · General Fund Checking Centric B	
Bill	316541	10/19/2023		410375 · Maintenance & Repair Vehicle	-176.04
Bill	314767	10/25/2023		410375 · Maintenance & Repair Vehicle	-24.84
Bill	446118	10/31/2023		410375 · Maintenance & Repair Vehicle	-872.55
Bill	317005	10/31/2023		410375 · Maintenance & Repair Vehicle	-626.72

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Susquehanna Township Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-1,700.15
Bill Pmt -Check	337302	11/03/2023	Life Source Water Service LLC	1000800 · General Fund Checking Centric B	
Bill	767	10/10/2023		401241 · General Expenses	-28.95
				410241 · General Expenses	-23.96
Bill	20438	10/24/2023		430241 · General Expenses	-23.96
				401241 · General Expenses	-22.96
				410241 · General Expenses	-23.96
				430241 · General Expenses	-41.93
TOTAL					-165.72
Bill Pmt -Check	337303	11/03/2023	Lowe's	1000800 · General Fund Checking Centric B	
Bill	98001392103	10/25/2023		430210 · Material and Supplies	-23.74
				430210 · Material and Supplies	-68.67
				451372 · Maintenance/Repair	-53.06
				451372 · Maintenance/Repair	-47.36
				409370 · Maintenance and Repair	-102.42
				430210 · Material and Supplies	-15.88
				430210 · Material and Supplies	-68.34
				430210 · Material and Supplies	-43.12
				451372 · Maintenance/Repair	-72.36
				451372 · Maintenance/Repair	-50.06
				451372 · Maintenance/Repair	-43.03
TOTAL					-588.04
Bill Pmt -Check	337304	11/03/2023	MacMain Connell & Leinhauser	1000800 · General Fund Checking Centric B	
Bill	23763	10/04/2023		404310 · General Legal Services	-2,387.00
TOTAL					-2,387.00
Bill Pmt -Check	337305	11/03/2023	Mazzitti & Sullivan EAP Services	1000800 · General Fund Checking Centric B	
Bill	2429	11/01/2023		410241 · General Expenses	-900.00
TOTAL					-900.00
Bill Pmt -Check	337306	11/03/2023	Middle Dept Inspection Agency	1000800 · General Fund Checking Centric B	
Bill	173619	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173607	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173608	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173609	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173610	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173618	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173599	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173604	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173605	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173606	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173592	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173593	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173594	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173596	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173611	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173615	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173616	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173617	09/20/2023		413450 · MDIA Inspections	-75.00
Bill	173728	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173729	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173744	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173745	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173720	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173721	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173722	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173723	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173724	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173725	09/21/2023		413450 · MDIA Inspections	-75.00
Bill	173812	09/23/2023		413450 · MDIA Inspections	-75.00
Bill	173813	09/23/2023		413450 · MDIA Inspections	-75.00
Bill	173814	09/23/2023		413450 · MDIA Inspections	-75.00
Bill	173815	09/23/2023		413450 · MDIA Inspections	-80.00
Bill	173817	09/23/2023		413450 · MDIA Inspections	-80.00
Bill	175017	10/12/2023		413450 · MDIA Inspections	-75.00
Bill	175016	10/12/2023		413450 · MDIA Inspections	-75.00
Bill	175000	10/12/2023		413450 · MDIA Inspections	-75.00
TOTAL					-2,710.00
Bill Pmt -Check	337307	11/03/2023	Mutual of Omaha	1000800 · General Fund Checking Centric B	
Bill	1600003270	11/01/2023		401190 · Employee Insurances	-144.76
				402190 · Employee Insurances	-106.30

Susquehanna Township
Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
				410190 · Employee Insurances	-1,254.56
				414190 · Employee Insurances	-43.17
				413190 · Employee Insurance	-111.90
				429190 · Employee Insurances	-342.02
				430190 · Employee Insurances	-407.09
				436190 · Employee Insurances	-220.43
				451190 · Employee Insurances	-157.33
				2381400 · Fire Fund Expense	-130.49
TOTAL					-2,918.05
Bill Pmt -Check	337308	11/03/2023	NAPA Auto Parts	1000800 · General Fund Checking Centric B	
Bill	3081789707	01/03/2023		430375 · Vehicle Expenses	-45.44
Bill	3081773097	02/04/2023		430375 · Vehicle Expenses	-76.51
Bill	809777	09/11/2023		430375 · Vehicle Expenses	-119.61
Bill	808938	10/04/2023		430375 · Vehicle Expenses	-12.54
TOTAL					-254.10
Bill Pmt -Check	337309	11/03/2023	Nicole E. Cassel	1000800 · General Fund Checking Centric B	
Bill	13	10/30/2023		451319 · Classes/Activities	-1,023.00
TOTAL					-1,023.00
Bill Pmt -Check	337310	11/03/2023	NMS Labs	1000800 · General Fund Checking Centric B	
Bill	1211932	06/30/2023		410241 · General Expenses	-374.00
Bill	1211931	06/30/2023		410241 · General Expenses	-111.00
Bill	1211936	06/30/2023		410241 · General Expenses	-283.00
Bill	1211935	06/30/2023		410241 · General Expenses	-111.00
Bill	1211933	06/30/2023		410241 · General Expenses	-283.00
Bill	1211934	06/30/2023		410241 · General Expenses	-283.00
Bill	1220009	09/30/2023		410241 · General Expenses	-283.00
Bill	1220010	09/30/2023		410241 · General Expenses	-111.00
Bill	1220011	09/30/2023		410241 · General Expenses	-283.00
Bill	1220012	09/30/2023		410241 · General Expenses	-283.00
Bill	1220014	09/30/2023		410241 · General Expenses	-283.00
Bill	1220008	09/30/2023		410241 · General Expenses	-283.00
Bill	1220013	09/30/2023		410241 · General Expenses	-111.00
Bill	1220006	09/30/2023		410241 · General Expenses	-283.00
Bill	1220005	09/30/2023		410241 · General Expenses	-283.00
Bill	1220007	09/30/2023		410241 · General Expenses	-283.00
TOTAL					-3,931.00
Bill Pmt -Check	337311	11/03/2023	ODB Company	1000800 · General Fund Checking Centric B	
Bill	8766415	10/24/2023		430375 · Vehicle Expenses	-116.20
TOTAL					-116.20
Bill Pmt -Check	337312	11/03/2023	PA Media Group	1000800 · General Fund Checking Centric B	
Bill	10751780	10/10/2023		401341 · Advertising	-1,768.88
Bill	10764772	10/10/2023		401341 · Advertising	-166.88
Bill	10768054	10/24/2023		401341 · Advertising	-562.40
TOTAL					-2,498.16
Bill Pmt -Check	337313	11/03/2023	Pittsburgh Public Safety Supply	1000800 · General Fund Checking Centric B	
Bill	42518	10/14/2023		410238 · Uniforms - Police	-205.97
Bill	42519	10/14/2023		410238 · Uniforms - Police	-205.97
TOTAL					-411.94
Bill Pmt -Check	337314	11/03/2023	Print Works on Demand Inc	1000800 · General Fund Checking Centric B	
Bill	96972	10/19/2023		410210 · Materials and Supplies	-48.00
TOTAL					-48.00
Bill Pmt -Check	337315	11/03/2023	R&K Subs	1000800 · General Fund Checking Centric B	
Bill	10242023	10/26/2023		2382000 · Police Donations	-104.50
TOTAL					-104.50
Bill Pmt -Check	337316	11/03/2023	Rabold's Services	1000800 · General Fund Checking Centric B	
Bill	25791	10/11/2023		410262 · Speed Timing Devices	-170.00

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Susquehanna Township
Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-170.00
Bill Pmt -Check	337317	11/03/2023	River Drive Service Center Inc	1000800 · General Fund Checking Centric B	
Bill	79922	10/24/2023		410375 · Maintenance & Repair Vehicle	-175.00
TOTAL					-175.00
Bill Pmt -Check	337318	11/03/2023	Robert Martin	1000800 · General Fund Checking Centric B	
Bill	10102023	10/11/2023		410196 · Post-Retirement Med Insurance	-20.00
TOTAL					-20.00
Bill Pmt -Check	337319	11/03/2023	Rogosouce, LLC.	1000800 · General Fund Checking Centric B	
Bill	145	09/19/2023		415320 · Communications	-246.99
TOTAL					-246.99
Bill Pmt -Check	337320	11/03/2023	Schaedler Yesco Dist	1000800 · General Fund Checking Centric B	
Bill	7164843001	09/27/2023		409370 · Maintenance and Repair	-101.58
Bill	7164843003	09/28/2023		409370 · Maintenance and Repair	-66.56
TOTAL					-168.14
Bill Pmt -Check	337321	11/03/2023	SecureRX	1000800 · General Fund Checking Centric B	
Bill	232890012347	10/16/2023		2380160 · Medical Insurance Former Emplo 410196 · Post-Retirement Med Insurance	-830.00 -166.00
TOTAL					-996.00
Bill Pmt -Check	337322	11/03/2023	Shearer Locksmith Inc	1000800 · General Fund Checking Centric B	
Bill	82940	11/01/2023		430241 · General Expenses	-2.50
TOTAL					-2.50
Bill Pmt -Check	337323	11/03/2023	Snyder Brothers Inc.	1000800 · General Fund Checking Centric B	
Bill	173077	10/09/2023		409360 · Utilities 430360 · Utilities 2381400 · Fire Fund Expense 2381400 · Fire Fund Expense 2381400 · Fire Fund Expense	-6.90 -14.24 -21.14 -46.49 -19.02
TOTAL					-107.79
Bill Pmt -Check	337324	11/03/2023	Stanley Springs Inc	1000800 · General Fund Checking Centric B	
Bill	65547	10/24/2023		410375 · Maintenance & Repair Vehicle	-93.50
TOTAL					-93.50
Bill Pmt -Check	337325	11/03/2023	Staples	1000800 · General Fund Checking Centric B	
Bill	8071695991	09/23/2023		401210 · Materials and Supplies	-414.90
Bill	8071771078	09/30/2023		401210 · Materials and Supplies 429241 · General Expenses 430210 · Material and Supplies	-5.62 -29.35 -17.61
Bill	8071866914	10/07/2023		401210 · Materials and Supplies	-55.14
Bill	8071941648	10/14/2023		451339 · Special Events / Sponsorship Ex	-26.09
Bill	8072014632	10/21/2023		401210 · Materials and Supplies	-33.60
TOTAL					-582.31
Bill Pmt -Check	337326	11/03/2023	Steelton Community Cats	1000800 · General Fund Checking Centric B	
Bill	10112023	10/11/2023		420319 · Stray Animal Control	-1,125.00
TOTAL					-1,125.00
Bill Pmt -Check	337327	11/03/2023	Stephenson Equipment, Inc.	1000800 · General Fund Checking Centric B	
Bill	17011619	10/19/2023		410375 · Maintenance & Repair Vehicle	-28.65
Bill	17011620	10/20/2023		410375 · Maintenance & Repair Vehicle	-581.90
TOTAL					-610.55
Bill Pmt -Check	337328	11/03/2023	Suez	1000800 · General Fund Checking Centric B	

Susquehanna Township
Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	208487588481	10/06/2023		451360 · Utilities-Parks	-44.83
Bill	203470620000	10/25/2023		451360 · Utilities-Parks	-38.60
Bill	200724783622	10/26/2023		451360 · Utilities-Parks	-32.48
TOTAL					-115.91
Bill Pmt -Check	337329	11/03/2023	Thomas Comitla Assoc	1000800 · General Fund Checking Centric B	
Bill	10232023	10/23/2023		2503100 · Vartan - Linglestown/Progress	-713.60
TOTAL					-713.60
Bill Pmt -Check	337330	11/03/2023	Thomson Reuters - West	1000800 · General Fund Checking Centric B	
Bill	849059678	10/01/2023		410241 · General Expenses	-242.55
TOTAL					-242.55
Bill Pmt -Check	337331	11/03/2023	Thyssen Krupp	1000800 · General Fund Checking Centric B	
Bill	3007481185	10/01/2023		409370 · Maintenance and Repair	-776.68
TOTAL					-776.68
Bill Pmt -Check	337332	11/03/2023	Tillett Toilets	1000800 · General Fund Checking Centric B	
Bill	236147	10/27/2023		451374 · Park Restroom Supplies & Repair	-96.00
TOTAL					-96.00
Bill Pmt -Check	337333	11/03/2023	Truck Parts Plus	1000800 · General Fund Checking Centric B	
Bill	801962	10/25/2023		410375 · Maintenance & Repair Vehicle	-73.08
TOTAL					-73.08
Bill Pmt -Check	337334	11/03/2023	Turner Chevrolet	1000800 · General Fund Checking Centric B	
Bill	5039696	10/31/2023		430375 · Vehicle Expenses	-1,364.79
TOTAL					-1,364.79
Bill Pmt -Check	337335	11/03/2023	Turner Hydraulics	1000800 · General Fund Checking Centric B	
Bill	188413	10/23/2023		430375 · Vehicle Expenses	-250.00
TOTAL					-250.00
Bill Pmt -Check	337336	11/03/2023	U Comp	1000800 · General Fund Checking Centric B	
Bill	10262023	10/26/2023		410194 · Unemployment Comp Ins	-1,009.56
				451194 · Unempl Cmp Insurance	-1,404.37
				415194 · Unempl Comp Insurance	-32.94
				430194 · Unempl Comp Insurance -	-228.22
TOTAL					-2,675.09
Bill Pmt -Check	337337	11/03/2023	UGI Utilities	1000800 · General Fund Checking Centric B	
Bill	411006901242	10/12/2023		409360 · Utilities	-33.98
Bill	411000812239	10/12/2023		430360 · Utilities	-41.24
TOTAL					-75.22
Bill Pmt -Check	337338	11/03/2023	Why Knot	1000800 · General Fund Checking Centric B	
Bill	972023	09/07/2023		451319 · Classes/Activities	-165.00
Bill	101423	10/14/2023		451319 · Classes/Activities	-220.00
TOTAL					-385.00
Bill Pmt -Check	337339	11/06/2023	Intermixit	1000800 · General Fund Checking Centric B	
Bill	8896	10/26/2023		407280 · General Software/Hardware	-123.48
Bill	9310	11/01/2023		407370 · IT Repairs, Main. & Service	-13,290.35
Bill	9268	11/01/2023		407370 · IT Repairs, Main. & Service	-2,011.81
TOTAL					-15,425.64

Susquehanna Township
ACH Monthly Withdrawals
Month of October 2023

Alex Arroyo	\$ 1,167.00
Dig My Earth	\$ 2,377.35
Enterprise	\$ 3,898.68
Francia Done Henry	\$ 845.00
James Huffard	\$ 4,824.67
Jeffrey Vargo	\$ 845.00
Ralph Martin	\$ 845.00
Brooke Anthony	\$ 845.00
Christopher Croft	\$ 845.00
Richard Adams	\$ 1,167.00
Susquehanna Solar Partners	\$ 3,949.50
Wex	<u>\$ 19,231.30</u>
Total ACH Withdrawals	\$ 40,840.50

Payroll Disbursements for October 2023

Payroll 10/15/23	\$ 322,819.88
Payroll 10/31/23	<u>\$ 328,912.55</u>
Total Payroll Disbursements	\$ 651,732.43

2:58 PM
11/06/23

Susquehanna Township - Highway Fund
Check Detail
October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	102408	10/09/2023	Atlantic Transportation Systems, Inc.	1008000 - Checking Account	
Bill	23173	09/18/2023		433370 - Maint.- Traffic Signals	-1,299.00
TOTAL					-1,299.00
Bill Pmt -Check	102409	10/09/2023	Daniel B Krieg Inc	1008000 - Checking Account	
Bill	311439	09/14/2023		433245 - Street Signs	-303.85
Bill	311496	09/18/2023		433245 - Street Signs	-45.00
Bill	311611	09/22/2023		433245 - Street Signs	-59.00
TOTAL					-407.85
Bill Pmt -Check	102410	10/09/2023	Hornung Tru Value	1008000 - Checking Account	
Bill	38379	09/18/2023		438245 - Public Works- Highway Supplies	-28.68
Bill	387081	10/06/2023		438245 - Public Works- Highway Supplies	-30.86
TOTAL					-59.54
Bill Pmt -Check	102411	10/09/2023	Pennsy Supply	1008000 - Checking Account	
Bill	3270168	09/12/2023		438500 - Maint. & Repair Road - Inhouse	-1,208.00
Bill	3270791	09/14/2023		438500 - Maint. & Repair Road - Inhouse	-607.02
Bill	3270884	09/15/2023		438500 - Maint. & Repair Road - Inhouse	-376.75
Bill	3271489	09/18/2023		438500 - Maint. & Repair Road - Inhouse	-527.75
TOTAL					-2,719.52
Bill Pmt -Check	102412	10/09/2023	PP&L	1008000 - Checking Account	
Bill	9400119001	09/27/2023		434361 - Street Lighting	-7,452.53
Bill	9193311008	09/27/2023		434361 - Street Lighting	-20,251.82
TOTAL					-27,704.35
Bill Pmt -Check	102413	10/09/2023	Sealmaster Allentown	1008000 - Checking Account	
Bill	2062169	09/25/2023		433610 - Highway Pavement Markings	-1,846.10
				438500 - Maint. & Repair Road - Inhouse	-4,815.00
TOTAL					-6,661.10
Bill Pmt -Check	102414	10/09/2023	Stewart & Tate Inc	1008000 - Checking Account	
Bill	83721	09/29/2023		438500 - Maint. & Repair Road - Inhouse	-307.80
TOTAL					-307.80
Bill Pmt -Check	102415	10/31/2023	Atlantic Transportation Systems, Inc.	1008000 - Checking Account	
Bill	23191	10/09/2023		433370 - Maint.- Traffic Signals	-85.00
Bill	23197	10/09/2023		433370 - Maint.- Traffic Signals	-589.20
TOTAL					-674.20
Bill Pmt -Check	102416	10/31/2023	Pennsy Supply	1008000 - Checking Account	
Bill	3276144	10/10/2023		438500 - Maint. & Repair Road - Inhouse	-1,731.22
TOTAL					-1,731.22

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Susquehanna Township Fire Protection Fund
Check Detail
October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	709966	10/09/2023	Capital Region Water	1008000 · Fire Fund Checking Centric Bank	
Bill	620674070	09/26/2023		411541 · Progress Fire Company	-325.43
TOTAL					-325.43
Bill Pmt -Check	709967	10/09/2023	Comcast	1008000 · Fire Fund Checking Centric Bank	
Bill	8993110580181328	09/18/2023		411542 · Rescue Fire Company	-114.85
Bill	8993110580184413	09/19/2023		411541 · Progress Fire Company	-394.15
Bill	8993110580012408	09/19/2023		411541 · Progress Fire Company	-89.77
Bill	8993110580226115	09/23/2023		411542 · Rescue Fire Company	-31.22
TOTAL					-609.99
Bill Pmt -Check	709968	10/09/2023	Grainger	1008000 · Fire Fund Checking Centric Bank	
Bill	9839208072	09/15/2023		411241 · General Expenses	-134.43
TOTAL					-134.43
Bill Pmt -Check	709969	10/09/2023	Hoffman Fordland Inc	1008000 · Fire Fund Checking Centric Bank	
Bill	87122	09/14/2023		411541 · Progress Fire Company	-126.00
TOTAL					-126.00
Bill Pmt -Check	709970	10/09/2023	McNeil & Co Inc.	1008000 · Fire Fund Checking Centric Bank	
Bill	4706208	09/21/2023		411541 · Progress Fire Company	-530.01
Bill	4707208	09/21/2023		411541 · Progress Fire Company	-510.00
TOTAL					-1,040.01
Bill Pmt -Check	709971	10/09/2023	PP&L Electric Utilities	1008000 · Fire Fund Checking Centric Bank	
Bill	6299516003	09/20/2023		411541 · Progress Fire Company	-1,225.13
				411540 · Edgemont Fire Company	-252.02
				411542 · Rescue Fire Company	-591.25
TOTAL					-2,068.40
Bill Pmt -Check	709972	10/09/2023	Progress Fire Company	1008000 · Fire Fund Checking Centric Bank	
Bill	9302023	09/30/2023		411500 · Recruitment and Retention	-18,281.00
TOTAL					-18,281.00
Bill Pmt -Check	709973	10/09/2023	Rescue Fire Company	1008000 · Fire Fund Checking Centric Bank	
Bill	9302023a	09/30/2023		411542 · Rescue Fire Company	-1,221.00
Bill	9302023	09/30/2023		411500 · Recruitment and Retention	-7,926.00
TOTAL					-9,147.00
Bill Pmt -Check	709974	10/09/2023	Sudden Death Termite & Pest Co	1008000 · Fire Fund Checking Centric Bank	
Bill	76027	09/25/2023		411542 · Rescue Fire Company	-50.00
TOTAL					-50.00
Bill Pmt -Check	709975	10/09/2023	Suez	1008000 · Fire Fund Checking Centric Bank	
Bill	206833720000	09/27/2023		411542 · Rescue Fire Company	-90.63
Bill	201770221711	09/27/2023		411542 · Rescue Fire Company	-284.88
Bill	208601030000	09/27/2023		411363 · Fire Hydrants	-9,992.98
Bill	208568920000	09/27/2023		411542 · Rescue Fire Company	-137.13
TOTAL					-10,505.62
Bill Pmt -Check	709976	10/09/2023	Susquehanna Township Authority	1008000 · Fire Fund Checking Centric Bank	
Bill	204326	08/31/2023		411541 · Progress Fire Company	-144.76
Bill	220061	08/31/2023		411541 · Progress Fire Company	-75.48
TOTAL					-220.26
Bill Pmt -Check	709977	10/09/2023	UGI Utilities	1008000 · Fire Fund Checking Centric Bank	
Bill	411000375294	09/12/2023		411540 · Edgemont Fire Company	-44.31
Bill	411002074580	09/12/2023		411541 · Progress Fire Company	-95.78

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Susquehanna Township Fire Protection Fund
Check Detail
October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	411001602811	09/13/2023		411542 · Rescue Fire Company	-44.31
TOTAL					-184.40
Bill Pmt -Check	709978	10/09/2023	Verizon - Lehigh Valley	1008000 · Fire Fund Checking Centric Bank	
Bill	450771949000104	09/18/2023		411542 · Rescue Fire Company	-146.86
TOTAL					-146.86
Bill Pmt -Check	709979	10/09/2023	Verizon Wireless	1008000 · Fire Fund Checking Centric Bank	
Bill	9942916728	09/25/2023		411542 · Rescue Fire Company	-252.67
TOTAL					-252.67
Bill Pmt -Check	709980	10/11/2023	Rod Calhoun	1008000 · Fire Fund Checking Centric Bank	
Bill	6032023	06/03/2023		411241 · General Expenses	-69.98
TOTAL					-69.98
Bill Pmt -Check	709981	10/31/2023	Americhem International Inc	1008000 · Fire Fund Checking Centric Bank	
Bill	257437	08/07/2023		411541 · Progress Fire Company	-70.00
Bill	25743701	08/08/2023		411541 · Progress Fire Company	-35.84
TOTAL					-105.84
Bill Pmt -Check	709982	10/31/2023	Comcast	1008000 · Fire Fund Checking Centric Bank	
Bill	8993110580048638	10/05/2023		411542 · Rescue Fire Company	-116.85
Bill	8993110580181328	10/16/2023		411542 · Rescue Fire Company	-114.85
Bill	8993110580184413	10/19/2023		411541 · Progress Fire Company	-394.81
TOTAL					-626.51
Bill Pmt -Check	709983	10/31/2023	Commerical Refrigeration of Harrisburg	1008000 · Fire Fund Checking Centric Bank	
Bill	20178	10/06/2023		411541 · Progress Fire Company	-892.39
TOTAL					-892.39
Bill Pmt -Check	709984	10/31/2023	Glick Fire Equipment Co	1008000 · Fire Fund Checking Centric Bank	
Bill	345958	09/18/2023		411542 · Rescue Fire Company	-37.64
Bill	346057	09/25/2023		411541 · Progress Fire Company	-196.35
TOTAL					-233.99
Bill Pmt -Check	709985	10/31/2023	Hornungs Hardware	1008000 · Fire Fund Checking Centric Bank	
Bill	573	09/27/2023		411239 · Misc. Expenses	-32.96
TOTAL					-32.96
Bill Pmt -Check	709986	10/31/2023	Kint	1008000 · Fire Fund Checking Centric Bank	
Bill	156538	10/10/2023		411541 · Progress Fire Company	-118.25
TOTAL					-118.25
Bill Pmt -Check	709987	10/31/2023	NAPA Auto Parts	1008000 · Fire Fund Checking Centric Bank	
Bill	809107	10/06/2023		411542 · Rescue Fire Company	-15.85
TOTAL					-15.85
Bill Pmt -Check	709988	10/31/2023	Penn Pest, LLC.	1008000 · Fire Fund Checking Centric Bank	
Bill	51575	10/09/2023		411541 · Progress Fire Company	-70.00
TOTAL					-70.00
Bill Pmt -Check	709989	10/31/2023	Royers Flowers	1008000 · Fire Fund Checking Centric Bank	
Bill	715828	09/30/2023		411542 · Rescue Fire Company	-48.48
TOTAL					-48.48
Bill Pmt -Check	709990	10/31/2023	Specialized Fire Equip Service	1008000 · Fire Fund Checking Centric Bank	

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Susquehanna Township Fire Protection Fund
Check Detail
October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	235624	10/04/2023		411239 · Misc. Expenses	-5,574.83
TOTAL					-5,574.83
Bill Pmt -Check	709991	10/31/2023	Suez	1008000 · Fire Fund Checking Centric Bank	
Bill	209367030000	10/05/2023		411540 · Edgemont Fire Company	-122.01
TOTAL					-122.01
Bill Pmt -Check	709992	10/31/2023	UGI Utilities	1008000 · Fire Fund Checking Centric Bank	
Bill	411000928696	10/05/2023		411542 · Rescue Fire Company	-69.90
Bill	411002074580	10/11/2023		411541 · Progress Fire Company	-123.08
Bill	411000375294	10/11/2023		411540 · Edgemont Fire Company	-57.81
Bill	411001602811	10/12/2023		411542 · Rescue Fire Company	-45.68
TOTAL					-296.47
Bill Pmt -Check	709993	10/31/2023	VE Ralph & Sons	1008000 · Fire Fund Checking Centric Bank	
Bill	460017	10/09/2023		411541 · Progress Fire Company	-135.00
TOTAL					-135.00
Bill Pmt -Check	709994	10/31/2023	Verizon - Lehigh Valley	1008000 · Fire Fund Checking Centric Bank	
Bill	550772618000176	10/06/2023		411542 · Rescue Fire Company	-133.06
TOTAL					-133.06
Bill Pmt -Check	709995	10/31/2023	Verizon Wireless	1008000 · Fire Fund Checking Centric Bank	
Bill	9943579248	10/03/2023		411541 · Progress Fire Company	-162.25
TOTAL					-162.25

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Susquehanna Township - Developers Recreation Fund Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	135	10/31/2023	HRG Inc Consulting Engineers	1008100 · Centric Bank - Boyd Foundation	
Bill	175462	10/19/2023		4200020 · Boyd Park Project	-5,197.50
TOTAL					-5,197.50
Bill Pmt -Check	1206	10/09/2023	ATC Corp.	1008000 · Centric Checking	
Bill	18200	09/22/2023		420750 · Park Development	-43,085.00
TOTAL					-43,085.00
Bill Pmt -Check	1207	10/09/2023	George Ely Associates, Inc.	1008000 · Centric Checking	
Bill	42096	09/29/2023		4200010 · Veterans Park Project	-977.00
TOTAL					-977.00
Bill Pmt -Check	1208	10/09/2023	YSM Landscape Architects	1008000 · Centric Checking	
Bill	7332	09/21/2023		408100 · Wedgewood Master Plan	-7,212.32
TOTAL					-7,212.32
Bill Pmt -Check	1209	10/31/2023	HRG Inc Consulting Engineers	1008000 · Centric Checking	
Bill	175506	10/19/2023		4200040 · Edgemont Park Upgrades	-4,108.46
TOTAL					-4,108.46

Susquehanna Township - Capital Improvement Fund
Check Detail
October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	1640	10/19/2023	B. Moyer Radio Communcations	1008000 · Capital Imp Fund - Centric	
Bill	11414	10/06/2023		410740 · Police Vehicle Expenses	-13,546.52
Bill	11429	10/09/2023		410740 · Police Vehicle Expenses	-13,546.52
TOTAL					-27,093.04
Bill Pmt -Check	1641	10/19/2023	Glacier Computer LLC	1008000 · Capital Imp Fund - Centric	
Bill	100809	09/01/2023		410740 · Police Vehicle Expenses	-10,838.44
Bill	100865	10/05/2023		410740 · Police Vehicle Expenses	-2,352.98
TOTAL					-13,191.42
Bill Pmt -Check	1642	10/19/2023	L Tron Corp	1008000 · Capital Imp Fund - Centric	
Bill	681910	08/31/2023		410740 · Police Vehicle Expenses	-1,627.00
TOTAL					-1,627.00
Bill Pmt -Check	1643	10/23/2023	Golden Equipment Co, Inc.	1008000 · Capital Imp Fund - Centric	
Bill	2349098	10/04/2023		430740 · Highway Equipment	-161,340.00
TOTAL					-161,340.00
Bill Pmt -Check	1644	10/25/2023	Klick Lewis Chevrolet	1008000 · Capital Imp Fund - Centric	
Bill	10252023	10/25/2023		410740 · Police Vehicle Expenses	-50,355.00
TOTAL					-50,355.00
Bill Pmt -Check	1645	10/25/2023	Frederick Chevrolet of Lebanon Inc.	1008000 · Capital Imp Fund - Centric	
TOTAL					0.00
Bill Pmt -Check	1646	10/25/2023	Whitmoyer Ford Inc.	1008000 · Capital Imp Fund - Centric	
Bill	84668	10/19/2023		410740 · Police Vehicle Expenses	-43,000.00
Bill	84718	10/19/2023		410740 · Police Vehicle Expenses	-43,000.00
TOTAL					-86,000.00
Bill Pmt -Check	1647	10/27/2023	Frederick Chevrolet of Lebanon Inc.	1008000 · Capital Imp Fund - Centric	
Bill	10242023	10/24/2023		410740 · Police Vehicle Expenses	-47,750.00
TOTAL					-47,750.00
Bill Pmt -Check	1648	11/06/2023	IntermixIT	1008000 · Capital Imp Fund - Centric	
Bill	8893	10/25/2023		407750 · Information Technology Capital	-8,431.54
TOTAL					-8,431.54

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11/06/23

Susquehanna Township - ARPA Fund
Check Detail
October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	1042	10/09/2023	Intermixit	1008000 - Centric Bank - Account 1173947	
Bill	9126	09/21/2023		4017500 - Capital Invest/Phys Chg Buildin	-2,585.83
TOTAL					-2,585.83
Bill Pmt -Check	1043	10/09/2023	RPM Signs & Lighting	1008000 - Centric Bank - Account 1173947	
Bill	35678	06/17/2023		4017500 - Capital Invest/Phys Chg Buildin	-17,676.00
TOTAL					-17,676.00

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11/06/23

Susquehanna Township - Transportation Improvement Fund Check Detail

October 7 through November 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	102	10/09/2023	HRG, Inc.	100800 - Centric Bank Checking	
Bill	174329	09/11/2023		408314 - Engineering & Design	-8,509.91
TOTAL					-8,509.91
Bill Pmt -Check	103	10/20/2023	Construction Master Services LLC.	100800 - Centric Bank Checking	
Bill	20231	10/20/2023		439600 - Road Construction Costs	-5,503.50
TOTAL					-5,503.50



Herbert, Rowland & Grubic, Inc.
369 East Park Drive
Harrisburg, PA 17111
717.564.1121
www.hrg-inc.com

October 23, 2023

Dave Pribulka, Manager
Susquehanna Township
1900 Linglestown Road
Harrisburg, Pennsylvania 17110

Re: **Application for Payment No. 2 – Recommendation for Payment
2023 Susquehanna Township Paving Project**

Dear Mr. Pribulka:

Enclosed please find Application for Payment No. 2 for the above-referenced project as submitted by the Contractor. The application has been reviewed based on the Work completed and the General Requirements of the Contract. Based on that review, we recommend payment of the current amount due of \$278,007.70.

Attached is an electronic copy of the Application for Payment. If approved, please execute where indicated, retain a copy for your files and return the executed file to our office.

If you have any questions or require additional information, please feel free to contact me.

Sincerely,

Herbert, Rowland & Grubic, Inc.

A handwritten signature in black ink, appearing to read 'Alex Greenly'.

Alex Greenly, PE
Project Manager | Civil

Enclosures: Application for Payment No. 2
Certified Payroll

TMH
R000242.0527

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c: Travis Mease, Susquehanna Township
Ian Windle, CMS
Chris Hartman, CMS
Tyler Haubert, HRG
Chris Taylor, HRG

Contractor's Application for Payment

Owner: <u>Susquehanna Township</u>	Owner's Project No.: _____
Engineer: <u>Herbert, Rowland & Grubic, Inc.</u>	Engineer's Project No.: <u>000242.0527</u>
Contractor: <u>Construction Master Services, LLC</u>	Contractor's Project No.: _____
Project: <u>2023 Susquehanna Township Paving Project</u>	
Contract: _____	
Application No.: <u>02</u>	Application Date: <u>9/29/2023</u>
Application Period: From <u>9/1/2023</u> to <u>9/27/2023</u>	

1. Original Contract Price	\$	954,119.50
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	954,119.50
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	330,681.44
5. Retainage		
a. <u>10%</u> X \$ <u>330,681.44</u> Work Completed	\$	33,068.14
b. _____ X \$ _____ Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	33,068.14
6. Amount eligible to date (Line 4 - Line 5.c)	\$	297,613.30
7. Less previous payments (Line 6 from prior application)	\$	19,605.60
8. Amount due this application	\$	278,007.70
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	656,506.20

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: VEMS.

Signature: [Signature] **Date:** 10/13/23

Recommended by Engineer	Approved by Owner
By: <u>[Signature]</u>	By: _____
Title: <u>Project Manager</u>	Title: _____
Date: <u>October 23, 2023</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

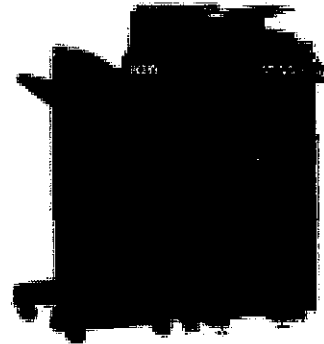


SUSQUEHANNA TOWNSHIP OF PROPOSAL

Toshiba ESTUDIO5525AC

55 PPM COLOR/BLACK MFP

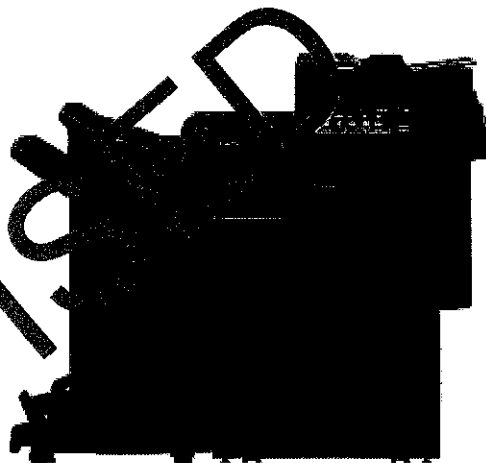
300 Sheet Dual Scan Document Feeder
(4) 550 Sheet Universal Paper Drawers
EXTERNAL LARGE CAPACITY FEEDER, 2000
SHEETS
65-SHEET MULTI-STAPLE FINISHER
FAX UNIT



Toshiba ESTUDIO7527ACT

75 PPM COLOR/ 85 BLACK MFP

300 Sheet Dual Scan Document Feeder
(2) 540 Sheet Universal Paper Drawers
2.320 Sheet Tandem Drawer
EXTERNAL LARGE CAPACITY FEEDER (2,500
SHEETS)
65-SHEET SADDLE STITCH FINISHER
HOLE PUNCH UNIT



(2) Lexmark xc2235

35 PPM COLOR/BLACK MFP



- **Keep existing Lexmark Printers and Canon Wide Format**





Service and Pricing Information:

30,000 Mono Copies/Prints Included in Monthly Lease (Overage adds \$0.008 per copy)
8,500 Color Copies/Prints Included in Monthly Lease (Overage adds \$0.06 per copy)

- Overage will be assessed quarterly

Service Included All service calls (PM's and Emergencies), parts, labor, travel, maintenance kits, installations, training, supply deliveries, on-going support and performance reviews.

Supplies Included All drums, developer and toner (No Limit). Does not include paper and staples.

REMOVED

Total Lease Payment

(Includes Service & Supplies)

(Prices reflect cash discount of 4%. Credit card payments, (PayPal, etc.) will not reflect the 4% discount price.)

Monthly Investment - 60 Months \$1,799.65



Addendum A
Equipment List:

Model:	SN#	ID#	Location:
Toshiba e-Studio 5525AC			
Toshiba e-Studio 7527ACT			
Lexmark XC4240			
Lexmark XC4240			
Lexmark M1246			
Lexmark M1246			
Lexmark M1246			
Lexmark M1246			
Lexmark XM1246			
Lexmark XC4140			
Canon IPF770			

Instructions for Developing and Submitting Your Letter

- By November 1, please confirm your intent to submit a letter of support and let us know if you have any questions. Identify a different point of contact for your organization if needed. Contact Paul Carafides (pcarafides@gfnet.com).
- A letter template follows, showing how the letter should be addressed and providing the full name of the grant program and the bridge project.
- Please use the template as a starting point, then customize it to convey the importance of this project to your organization, customers or constituents, and the region at large. Aim for one to two pages.
- Put the letter on your organization's letterhead.
- Sign the letter and include other signatories as appropriate (e.g., an Executive Director and a Board Chair).
- Scan the letter in pdf format and e-mail to Rob Mulkerin (rmulkerin@pa.gov) and Paul Carafides (pcarafides@gfnet.com).
- The deadline for letter submission is November 15, 2023.

For Further Information Please Contact:

Rob Mulkerin
Assistant for Strategic Management
PA Department of Transportation
rmulkerin@pa.gov
717-783-2442

Paul Carafides
Principal Transportation Planner
Gannett Fleming, Inc.
pcarafides@gfnet.com
610-304-5277

Thank you for your time and support of Pennsylvania's transportation infrastructure and economic vitality.

The Honorable Pete Buttigieg
Secretary, U.S. Department of Transportation
1200 New Jersey Avenue, S.E.
Washington, DC 20590

Re: I-83 South Bridge (Harrisburg, PA) Bridge Investment Program (BIP) Large Bridge Project Grant Application

Dear Secretary Buttigieg:

This letter is to express my strong support for PennDOT's grant application to replace the John Harris Memorial (South) Bridge, which carries Interstate 83 over the Susquehanna River in Harrisburg, Pennsylvania. The replacement of the bridge is PennDOT's top priority. It is also the top infrastructure concern for [name of your organization]. The Bipartisan Infrastructure Law and the associated discretionary grant programs are crucial to the replacement of the I-83 South Bridge. This is highlighted by the recent 2023 Multimodal Project Discretionary Grant application as total future eligible costs for Design Build-Construction of over \$1.2 billion, securing Federal funds is pivotal to the completion of the project.

Interstate 83, connecting Harrisburg and Baltimore, serves major facilities at either end including the Norfolk Southern intermodal facilities, Harrisburg International Airport, and the Port of Baltimore. The entire multimodal system for moving people and goods relies on the I-83 South Bridge, which carries approximately 125,000 vehicles over the Susquehanna River daily. The bridge is a lifeline that supports the economic well-being of the Pennsylvania capital region and neighboring regions. The South Bridge is essential for goods movement. Commodities moving over the bridge daily are valued in the hundreds of millions of dollars.

Specifically for [name of your organization], the South Bridge's importance can be summarized by the following: [Include bullet points that customize the letter demonstrating how important this project is to your organization, its employees, customers, stakeholders, etc. Use the following prompts as a way of developing your set of customized bullet points.

- The importance of the South Bridge for your organization and those you serve.
- The consequences of delayed replacement for you such as effects of lane closures, weight restrictions.
- Any points related to how the bridge fosters regional mobility, community cohesion, economic opportunity, and leverages other investments.
- Numbers of employees impacted; notable examples as to why the bridge is essential.]

The South Bridge has deteriorated to poor condition, and its functional limitations create a bottleneck on this busy Interstate corridor on the National Highway Freight Network. The bridge must be replaced and improved in as timely a manner as possible to avoid lane closures and weight restrictions (overweight permit loads have already been restricted).

PennDOT has demonstrated tremendous stewardship in its previous attempts to fund this project over the past several years. The I-83 South Bridge cannot advance without the requested federal grant funding. Provision of the BIP Large Bridge Project Grant will powerfully demonstrate how the federal-state partnership delivers regional and national benefits. Please have your staff contact me for any additional information that I may provide to demonstrate the overwhelming need and benefit for the South Bridge replacement to ensure mobility for people and freight within and through the region for decades.

Thank you for your consideration of this meritorious grant and your commitment to our nation's critical transportation system.

Sincerely,

Name, Title
Organization

REVENUE DETAIL

REVENUE

FUND 1 - GENERAL FUND

REAL PROPERTY TAXES - 301			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
301100 · Real Estate Taxes	\$6,052,750	\$6,052,750	\$7,003,576
301110 · Real Estate Discount	\$(110,000)	\$(109,492)	\$(110,587)
301120 · Real Estate Penalty	\$20,000	\$15,000	\$20,000
301200 · Prior Year Real Estate Tax	\$175,000	\$174,000	\$175,000
Total 301 · Real Property Taxes	<u>2023 BUDGET</u> \$6,137,750	<u>2023 PROJECTED</u> \$6,132,258	<u>2024 BUDGET</u> \$7,087,989
LOCAL ENABLING TAXES - 310			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
310000 · Current Yr. Per Capita (\$5)	\$62,500	\$60,000	\$62,500
310011 · Current Per Capita Discount	\$(800)	\$(850)	\$(800)
310012 · Current Per Capita Penalty	\$310	\$314	\$310
310013 · Prior Yr. Per Capita	\$17,500	\$20,000	\$20,000
310100 · Real Estate Transfer Tax (1/2%)	\$800,000	\$875,000	\$850,000
310210 · Earned Income Tax (1/2%)	\$3,750,000	\$4,800,000	\$5,000,000
310410 · Occupation Tax (\$65)	\$490,000	\$495,000	\$490,000
310411 · Occupation Tax Discount	\$(6,000)	\$(6,400)	\$(6,000)
310412 · Occupation Tax Penalty	\$6,000	\$5,000	\$5,000
310420 · Prior Yr Occupation Tax	\$210,000	\$250,000	\$225,000
310510 · Local Service Tax (\$47)	\$900,000	\$950,000	\$925,000
310600 · Parking Lot Tax (20%)	\$70,000	\$110,300	\$110,000
Total 310 · Local Enabling Taxes	<u>2023 BUDGET</u> \$6,299,510	<u>2023 PROJECTED</u> \$7,558,364	<u>2024 BUDGET</u> \$7,681,010
BUSINESS LICENSE AND PERMITS - 321			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
321200 · Restaurants & Food Peddlers	\$25,000	\$25,000	\$25,000
321600 · Occupation Prof-Plumb/Electric	\$10,000	\$12,500	\$12,500

321610 · Transient Retail	\$1,000	\$1,800	\$1,000
321620 · License - Massage Parlor	\$300	\$300	\$450
321700 · Amusement Machines	\$15,000	\$20,000	\$48,800
321800 · Cable TV	\$465,000	\$450,000	\$450,000
Total 321 · Business License and Permits	<u>2023 BUDGET</u> \$516,300	<u>2023 PROJECTED</u> \$509,600	<u>2024 BUDGET</u> \$537,750
STREET CUT PERMITS - 322			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
3228000 · Street Cut Permit	\$15,000	\$50,000	\$50,000
Total 322 · Street Cut Permits	<u>2023 BUDGET</u> \$15,000	<u>2023 PROJECTED</u> \$50,000	<u>2024 BUDGET</u> \$50,000
FINES - 331			
	<u>2022 BUDGET</u>	<u>2022 PROJECTED</u>	<u>2023 BUDGET</u>
331100 · MDJ and Common Pleas	\$120,000	\$75,000	\$75,000
331120 · Ordinance Violations	\$5,000	\$2,000	\$2,500
331130 · State Police Fines	\$12,500	\$11,000	\$12,500
Total 331 · Fines	<u>2023 BUDGET</u> \$137,500	<u>2023 PROJECTED</u> \$88,000	<u>2024 BUDGET</u> \$90,000
FORFEITURES (SHERIFF SALES) - 332			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
332000 · Forfeits (sheriff sales)	\$1,000	\$0	\$1,000
Total 332 · Forfeitures (Sheriff Sales)	<u>2023 BUDGET</u> \$1,000	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$1,000
INTEREST EARNED ON DEPOSITS - 341			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
341000 · Interest Earned on Deposits	\$1,000	\$246,000	\$175,000

Total 341 · Interest Earned on Deposits	<u>2023 BUDGET</u> \$1,000	<u>2023 PROJECTED</u> \$246,000	<u>2024 BUDGET</u> \$175,000
RENTS & ROYALTIES - 342			
342500 · Royalties from Natural Resource	<u>2023 BUDGET</u> \$10,000	<u>2023 PROJECTED</u> \$12,500	<u>2024 BUDGET</u> \$12,500
Total 342 · Rents & Royalties	<u>2023 BUDGET</u> \$10,000	<u>2023 PROJECTED</u> \$12,500	<u>2024 BUDGET</u> \$12,500
FEDERAL CAPITAL AND OPERATING GRANTS - 351			
351120 · Emergency Disaster Relief-FEMA	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$10,454	<u>2024 BUDGET</u> \$0
Total 351 · Federal Capital and Operating Grants	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$10,454	<u>2024 BUDGET</u> \$0
STATE CAPITAL AND OPERATING GRANTS - 354			
354150 · Recycling/Act 101	<u>2023 BUDGET</u> \$75,000	<u>2023 PROJECTED</u> \$62,250	<u>2024 BUDGET</u> \$75,000
354170 · All Other State Capital & Oper	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$659,523	<u>2024 BUDGET</u> \$471,210
354175 · ARPA Distribution Funds	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
Total 354 · State Capital and Operating Grants	<u>2023 BUDGET</u> \$75,000	<u>2023 PROJECTED</u> \$721,773	<u>2024 BUDGET</u> \$546,210
STATE SHARED REVENUE AND ENTITLEMENTS - 355			
355010 · Public Utility Realty Tax	<u>2023 BUDGET</u> \$12,500	<u>2023 PROJECTED</u> \$11,762	<u>2024 BUDGET</u> \$12,500
355040 · State-Alcoholic Beverage Act	<u>2023 BUDGET</u> \$7,000	<u>2023 PROJECTED</u> \$7,000	<u>2024 BUDGET</u> \$7,000
355050 · General Municipal Pension Aid	<u>2023 BUDGET</u> \$595,750	<u>2023 PROJECTED</u> \$687,691	<u>2024 BUDGET</u> \$687,691
355060 · Supplemental State Pension Aid	<u>2023 BUDGET</u> \$300	<u>2023 PROJECTED</u> \$300	<u>2024 BUDGET</u> \$300
355070 · Foreign Fire Insurance Premium	<u>2023 BUDGET</u> \$185,900	<u>2023 PROJECTED</u> \$183,795	<u>2024 BUDGET</u> \$185,900

Total 355 · State Shared Revenue and Entitlements	<u>2023 BUDGET</u> \$801,450	<u>2023 PROJECTED</u> \$890,548	<u>2024 BUDGET</u> \$893,391
STATE PAYMENTS IN LIEU OF TAXES - 356			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
3560100 · Forest Lands	\$74	\$74	\$74
Total 356 · State Payments In Lieu of Taxes	<u>2023 BUDGET</u> \$74	<u>2023 PROJECTED</u> \$74	<u>2024 BUDGET</u> \$74
COUNTY CAPITAL AND OPERATING GRANTS - 357			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
357010 · Dauphin County Local Share Muni	\$200,000	\$117,069	\$150,000
Total 357 · County Capital and Operating Grants	<u>2023 BUDGET</u> \$200,000	<u>2023 PROJECTED</u> \$117,069	<u>2024 BUDGET</u> \$150,000
LGU SHARED PAYMENTS CONT SVCS – 358			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
3580100 · Authority Inspections	\$0	\$3,500	\$3,500
Total 358 · LGU Shared Payments Cont Svcs	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$3,500	<u>2024 BUDGET</u> \$3,500
GENERAL GOVERNMENT REVENUE - 361			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
361310 · Sub and Land Dev App Fees	\$15,000	\$15,000	\$15,000
361320 · Stormwater Management Plan App	\$1,000	\$1,000	\$1,000
361330 · Zoning Permits	\$220,000	\$300,000	\$150,000
361340 · Zoning Hearing Board Fees	\$3,900	\$7,800	\$5,000
361342 · Rezoning/Curative Amend Fee	\$1,000	\$0	\$1,000
361500 · Sale of Maps/Supplies	\$0	\$12	\$100
Total 361 · General Government Revenue	<u>2023 BUDGET</u> \$240,900	<u>2023 PROJECTED</u> \$323,812	<u>2024 BUDGET</u> \$172,100

PUBLIC SAFETY REVENUE - 362

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
362100 · Special Police Services	\$50,000	\$40,000	\$45,000
362110 · Police (School District)	\$75,000	\$50,000	\$75,000
362111 · Police-Accident Reports	\$6,000	\$6,000	\$6,000
362410 · Building Permits	\$200,000	\$300,000	\$250,000
362420 · Electrical Permits	\$5,000	\$7,500	\$6,000
362430 · Plumbing Permits	\$35,000	\$53,000	\$50,000
362440 · Sewage Permits	\$1,000	\$500	\$500
362450 · Use and Occupancy	\$4,000	\$4,000	\$4,000
362500 · Vacant Property Registration	\$35,000	\$35,000	\$35,000
362510 · Property Maintenance Services	\$3,000	\$4,748	\$3,000
362999 · Permits - Credit Card Payment	\$500	\$500	\$500
Total 362 · Public Safety Revenue	<u>2023 BUDGET</u> \$414,500	<u>2023 PROJECTED</u> \$501,249	<u>2024 BUDGET</u> \$475,000

CULTURE AND RECREATION - 367

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
367140 · Park, Field, & Pavilion Rentals	\$20,000	\$24,500	\$25,000
367201 · Day Camp Fees	\$88,900	\$78,692	\$82,425
367202 · Sports and Camps	\$1,500	\$342	\$250
367203 · Class / Activities	\$29,165	\$30,000	\$27,352
367205 · Playground	\$7,525	\$1,581	\$2,800
367300 · Ticket Commission	\$2,000	\$2,200	\$3,000
367339 · Special Events / Sponsorships	\$3,500	\$3,085	\$4,000
Total 367 · Culture and Recreation	<u>2023 BUDGET</u> \$152,590	<u>2023 PROJECTED</u> \$140,400	<u>2024 BUDGET</u> \$144,827

UNCLASSIFIED OPERATING REVENUE - 389

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
389000 · Unclassified Operating Revenue	\$1,500	\$1,880	\$1,500
Total 389 · Unclassified Operating Revenue	<u>2023 BUDGET</u> \$1,500	<u>2023 PROJECTED</u> \$1,880	<u>2024 BUDGET</u> \$1,500

PROCEEDS FROM FIXED ASSET DISPOSAL - 391			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
391100 · Sale of Fixed Assets	\$100,000	\$75,000	\$100,000
Total 391 · Proceeds From Fixed Asset Disposal	\$100,000	\$75,000	\$100,000
INTERFUND TRANSFERS-IN - 392			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
392060 · Transfer from Fire Fund	\$262,595	\$0	\$0
392085 · Transfer from Stormwater	\$1,070,759	\$1,070,759	\$1,075,000
392090 · Transfer from Sewer	\$3,560,468	\$3,560,468	\$3,500,000
392110 · Transfer from ARPA	\$0	\$268,000	\$0
Total 392 · Interfund Transfers-In	\$4,893,822	\$4,899,227	\$4,575,000
REFUNDS (PRIOR YEAR EXPENSES) - 395			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
395000 · Refund-Other Expenses	\$1,000	\$4,657	\$1,000
395194 · Refund-Unemployment Comp Trust	\$2,000	\$2,692	\$2,000
395195 · Refund-Workers Compensation	\$20,000	\$50,000	\$25,000
395196 · Refund Medical Insurance	\$10,000	\$153,666	\$50,000
Total 395 · Refunds (Prior Year Expenses)	\$33,000	\$211,015	\$78,000

FUND 2 - STREET LIGHT FUND

REAL PROPERTY TAXES - 301			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
301100 · Real Estate Taxes	\$181,000	\$181,000	\$181,000
301110 · Real Estate Taxes- Discount	\$(3,111)	\$(3,250)	\$(3,250)
301120 · Real Estate Taxes- Penalty	\$550	\$600	\$600
Total 301 · Real Property Taxes	<u>2023 BUDGET</u> \$178,439	<u>2023 PROJECTED</u> \$178,350	<u>2024 BUDGET</u> \$178,350
STREET LIGHT FUND REVENUE			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
341010 · Interest	\$500	\$1,100	\$1,100
Total Street Light Fund Revenue	<u>2023 BUDGET</u> \$500	<u>2023 PROJECTED</u> \$1,100	<u>2024 BUDGET</u> \$1,100

FUND 3 - FIRE FUND

REAL PROPERTY TAXES - 301			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
301100 · Real Estate Taxes	1,140,928	\$1,140,928	\$1,152,337
301110 · Real Estate Taxes- Discount	\$(21,000)	\$(21,000)	\$(21,210)
301120 · Real Estate Taxes- Penalty	\$4,100	\$3,000	\$4,100
Total 301 · Real Property Taxes	\$1,124,028	\$1,122,928	\$1,135,227
OTHER FIRE FUND REVENUE			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
341010 · Interest	\$9,000	\$31,169	\$25,000
352020 · Local Share Gaming Grant	\$0	\$45,000	\$150,000
362200 · Fire Alarm & Inspections	\$550	\$400	\$550
370100 · Hall Rentals	\$12,000	\$10,000	\$10,000
387000 · Contributions and Donations	\$0	\$0	\$250
391000 · Sale of General Fixed Asset	\$0	\$0	\$151,000
395000 · Refund on Prior Year Expenditure	\$5,000	\$5,798	\$5,000
Total Other Fire Fund Revenue	\$26,550	\$92,367	\$341,800

FUND 30 - CAPITAL IMPROVEMENT FUND

CAPITAL IMPROVEMENT FUND REVENUE			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
34101 · Interest Income	\$1,000	\$12,000	\$12,000
357010 - DC Local Share Grant	\$45,000	\$0	\$95,000
39201 · Transfer from General Fund	\$116,050	\$116,050	\$635,500
39204 – Transfer from ARPA Fund	\$500,000	\$500,000	\$0
Capital Improvement Fund Revenue	<u>\$662,050</u>	<u>\$628,050</u>	<u>\$742,500</u>

FUND 31 - AMERICAN RESCUE PLAN ACT FUND

ARPA FUND REVENUE			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
34100 · Interest Income	\$5,000	\$25,000	\$10,000
3920100 Transfer from General Fund	\$0	\$0	\$0
ARPA Fund Revenue	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$5,000	\$25,000	\$10,000

FUND 32 - TRANSPORTATION IMPROVEMENT FUND

TRANSPORTATION IMPROVEMENT FUND REVENUE			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
341010 · Interest Income	\$5,000	\$10,000	\$10,000
3920010 – Transfer from General Fund	\$0	\$0	\$175,000
3920100 – Transfer from ARPA Fund	\$200,000	\$200,000	\$0
Transportation Improvement Fund Revenue	<u>2023 BUDGET</u> \$205,000	<u>2023 PROJECTED</u> \$210,000	<u>2024 BUDGET</u> \$185,000

FUND 34 - DEVELOPERS RECREATION FUND

DEVELOPERS RECREATION FUND REVENUE			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
3000210 · Recreation Fees	\$44,000	\$324,500	\$120,000
3000300 · Donations Various	\$0	\$304	\$27,250
3000500 · Dauphin County IDA	\$30,000	\$192,220	\$30,000
3000525 - Dauphin County HATS Grant	\$30,000	\$15,000	\$30,000
3000550 - DCNR Grant	\$258,200	\$0	\$250,750
3000555 – DCNR Bike Ped Planning Grant	\$0	\$15,000	\$15,000
3000560 – DCNR Peer-to-Peer Grant (Latshmere)	\$0	\$7,200	\$10,800
3000561 – DCNR Peer-to-Peer Grant (CAGA)	\$0	\$5,000	\$5,000
3000565 – DCNR TreeVitalize Grant	\$0	\$0	\$63,000
3000570 - DCED Local Share Grant	\$0	\$0	\$1,250,000
3000575 - DOH WalkWorks Grant	\$20,000	\$20,000	\$0
3000585 - CFA State Share Grant	\$250,000	\$0	\$249,265
3001000 · Interest Income	\$5,500	\$19,574	\$20,000
3510700 · The Boyd Foundation Grant	\$0	\$0	\$0
3950000 · Refund - Other Expenses	\$0	\$19,479	\$0
Developers Recreation Fund Revenue	<u>2023 BUDGET</u> \$637,700	<u>2023 PROJECTED</u> \$618,278	<u>2024 BUDGET</u> \$2,071,065

FUND 35 - LIQUID FUELS FUND

LIQUID FUELS FUND REVENUE			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
34101 · Interest	\$15,000	\$45,000	\$45,000
35502 · Motor Vehicle Fuel Taxes	\$807,391	\$832,400	\$832,400
389000 – Unclassified Income	\$0	\$3,548	\$0
39301 – Transfer from Street Lights Fund	\$0	\$2,409	\$0
Liquid Fuels Fund Revenue	<u>\$822,391</u>	<u>\$883,357</u>	<u>\$877,400</u>

REVENUE SUMMARY

GENERAL FUND REVENUE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
Total 301 · Real Property Taxes	\$6,137,750	\$6,132,258	\$7,087,989
Total 310 · Local Enabling Taxes	\$6,299,510	\$7,558,364	\$7,681,010
Total 321 · Business License and Permits	\$516,300	\$509,600	\$537,750
Total 322 · Street Cut Permits	\$15,000	\$50,000	\$50,000
Total 331 · Fines	\$137,500	\$88,000	\$90,000
Total 332 · Forfeitures (Sheriff Sales)	\$1,000	\$0	\$1,000
Total 341 · Interest Earned on Deposits	\$1,000	\$246,000	\$175,000
Total 342 · Rents & Royalties	\$10,000	\$12,500	\$12,500
Total 351 · Federal Capital and Operating Grants	\$0	\$10,454	\$0
Total 354 · State Capital and Operating Grants	\$75,000	\$721,773	\$546,210
Total 355 · State Shared Revenue and Entitlements	\$801,450	\$890,458	\$893,391
Total 356 · State Payments In Lieu of Taxes	\$74	\$74	\$74
Total 357 · County Capital and Operating Grants	\$200,000	\$117,069	\$150,000
Total 358 · LGU Shared Payments Cont. Svcs.	\$0	\$3,500	\$3,500
Total 361 · General Government Revenue	\$240,900	\$323,812	\$172,100
Total 362 · Public Safety Revenue	\$414,500	\$501,249	\$475,000
Total 367 · Culture and Recreation	\$152,590	\$140,400	\$144,827
Total 389 · Unclassified Operating Revenue	\$1,500	\$1,880	\$1,500
Total 391 · Proceeds From Fixed Asset Disposal	\$100,000	\$75,000	\$100,000
Total 392 · Interfund Transfers-In	\$4,893,822	\$4,899,227	\$4,575,000
Total 395 · Refunds (Prior Year Expenses)	\$23,000	\$211,015	\$78,000
GENERAL FUND REVENUE TOTAL	<u>2023 BUDGET</u> \$20,020,896	<u>2023 PROJECTED</u> \$22,492,633	<u>2024 BUDGET</u> \$22,774,851

STREET LIGHT FUND REVENUE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
Total 301 · Real Property Taxes	\$178,439	\$178,350	\$178,350
Other Street Light Fund Revenue	\$500	\$1,100	\$1,100
STREET LIGHT FUND REVENUE TOTAL	<u>2023 BUDGET</u> \$178,939	<u>2023 PROJECTED</u> \$179,450	<u>2024 BUDGET</u> \$179,450

FIRE FUND REVENUE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
Total 301 · Real Property Taxes	\$1,124,028	\$1,122,928	\$1,135,227
Other Fire Fund Revenue	\$26,550	\$92,367	\$341,800
FIRE FUND REVENUE TOTAL	<u>2023 BUDGET</u> \$1,150,578	<u>2023 PROJECTED</u> \$1,215,295	<u>2024 BUDGET</u> \$1,477,027

CAPITAL IMPROVEMENT FUND REVENUE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
Other Capital Improvement Fund Revenue	\$662,050	\$628,050	\$742,500
CAPITAL IMPROVEMENT FUND REVENUE TOTAL	\$662,050	\$628,050	\$742,500
ARPA FUND REVENUE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
ARPA Fund Revenue	\$5,000	\$25,000	\$10,000
ARPA FUND REVENUE TOTAL	\$5,000	\$25,000	\$10,000
TRANSPORTATION IMPROVEMENT FUND REVENUE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
Transportation Improvement Fund Revenue	\$205,000	\$210,000	\$185,000
TRANSPORTATION IMPROVEMENT FUND REVENUE TOTAL	\$205,000	\$210,000	\$185,000
DEVELOPERS RECREATION FUND REVENUE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
Developers Recreation Fund Revenue	\$637,700	\$618,278	\$2,071,065
DEVELOPERS RECREATION FUND REVENUE TOTAL	\$637,700	\$618,278	\$2,071,065
LIQUID FUELS FUND REVENUE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
Liquid Fuels Fund Revenue	\$822,391	\$883,357	\$877,400
LIQUID FUELS FUND REVENUE TOTAL	\$822,391	\$883,357	\$877,400

**EXPENDITURES
DETAIL**

FUND 01 - GENERAL FUND

LEGISLATIVE BODY - 400

400.105 COMMISSIONERS' SALARIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$66,015	\$68,153	\$68,153

This item represents the salary paid to the Susquehanna Township Board of Commissioners.

400.192 FICA (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$4,100	\$4,225	\$4,225

This item represents the FICA Insurance paid by the Township for Commissioner's salaries.

400.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$960	\$988	\$988

This item represents the Medicare premium paid by the Township for Commissioner's salaries.

400.241 GENERAL EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,400	\$3,500	\$4,000

This item includes all general expenditures of the Board of Commissioners including costs associated with the CIP Road Tour and the Volunteer Appreciation Dinner. Mileage and meal reimbursements for conferences and trainings attended by the Board of Commissioners are also included in this account.

400.310 HUMAN RESOURCES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,000	\$0	\$3,000

A small amount has been appropriated in this account for unforeseen human resources expenditures such as executive recruitment and policy development. No expenditures are predicted in this account in 2024.

400.312 CONSULTING SERVICES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$25,000

This account includes funding for the Township to engage a professional consultant to develop a Township Strategic Plan to address short- and long-term challenges that face the community. The Township intends to participate in the DCED Strategic Management Program to eliminate this cost entirely. Revenue from the SMP has been added to 354 · State Capital and Operating Grants.

400.350 MERIT ADJUSTMENTS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$182,270	N/A	\$16,849

This account includes merit allocation for all employees of the Township. No expenditures are applied to this line item, but they appear under the relevant salary items for each Department. This account is to balance the General Fund salary appropriations.

400.420 DUES, SUBSCRIPTIONS, AND MEMBERSHIPS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$13,060	\$5,500	\$10,000

This account covers the Township's membership in the Pennsylvania Municipal League and other associated fees for Township Committees such as participation in the Central PA Pride Fest. This account also includes attendance fees for the Board of Commissioners at the Pennsylvania Municipal League Summit and other relevant training.

400.460 MEETINGS & CONTINUING EDUCATION	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$18,000	\$17,900	\$18,000

Appropriations for the videographer contracted by the Township to cover its Board meetings is included in this account.

LEGISLATIVE BODY - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$290,805	\$100,266	\$150,215

ADMINISTRATION - 401

401.110 TOWNSHIP MANAGER'S SALARY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$78,634	\$79,380	\$80,968

This account covers half of the salary of the Township Manager. The other half is allocated to the Susquehanna Township Authority.

401.111 ASSISTANT TOWNSHIP MANAGER'S SALARY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$75,338	\$76,073	\$77,594

This account covers 75% of the salary of the Assistant Township Manager. The other 25% is allocated to the Susquehanna Township Authority. Beginning in 2023, this appropriation was reassigned from the Department of Community & Economic Development.

401.112 SALARIES & WAGES (FULL-TIME STAFF)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$42,000	\$45,750	\$70,000

This account includes the salary of the Executive Assistant for the Administration Department. This also includes half of the salary of a new position to support the Administration Department and Public Works Departments.

401.115 SALARIES & WAGES (PART-TIME STAFF)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,500	\$12,000	\$5,000

This line item includes a small contingency in the event that any temporary employees are needed to be hired by contract for temporary administrative support. In 2023, this included the wages of a receptionist contracted through an employment placement agency.

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401.180 OVERTIME PAY	\$200	\$325	\$500

This line item represents overtime for the Executive Assistant.

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401.185 VACATION AND SICK LEAVE BUY-BACK	\$0	\$0	\$0

The Township permits employees to "sell back" unused vacation and some other leave time upon separation of employment when in good standing. This line item accounts for this benefit when needed.

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401.187 PAYMENT IN LIEU OF MEDICAL INSURANCE	\$0	\$4,200	\$0

The Township provides a stipend to employees who obtain health insurance coverage from a spouse or other plan and opt out of the Township's policy. This saves the Township money because no premium is paid for that employee's individual or family coverage.

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401.190 EMPLOYEE INSURANCES	\$90,000	\$56,889	\$65,309

This account covers medical, dental, vision, and life insurance premiums for all administrative employees. It reflects a 14.8% cost increase in 2024.

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401.192 FICA (EMPLOYER)	\$10,709	\$7,778	\$9,391

This item represents the FICA Insurance paid by the Township for Administration's salaries.

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401.193 MEDICARE (EMPLOYER)	\$2,505	\$1,819	\$2,196

This item represents the Medicare premium paid by the Township for Administration's salaries.

401.194 UNEMPLOYMENT COMPENSATION INSURANCE	<u>2023 BUDGET</u> \$1,250	<u>2023 PROJECTED</u> \$800	<u>2024 BUDGET</u> \$1,000
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This item represents the Unemployment Compensation Insurance premium paid by the Township for the Administration Department.

401.210 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u> \$10,500	<u>2023 PROJECTED</u> \$11,150	<u>2024 BUDGET</u> \$10,500
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This account includes office supplies for the Administration Department including printer paper, files folders, pens, etc. The Township purchases office supplies through a joint procurement contract issued by Dauphin County where applicable.

401.241 GENERAL EXPENSES	<u>2023 BUDGET</u> \$8,000	<u>2023 PROJECTED</u> \$10,100	<u>2024 BUDGET</u> \$10,000
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This line item covers general expenditures from the Administration Department including meeting expenses, name plates, sympathy flowers, and expenditures not able to be categorized elsewhere.

401.320 COMMUNICATIONS	<u>2023 BUDGET</u> \$12,000	<u>2023 PROJECTED</u> \$12,500	<u>2024 BUDGET</u> \$15,000
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This account includes the cost of Internet and phone service to the Township. Cell phones provided to the Administration Department for work use are also included here. In 2024, Administration and Police are sharing the cost of dedicated Internet fiber to provide high-speed download and upload service to meet the growing need for bandwidth to support Township systems.

401.330 VEHICLE EXPENSES	<u>2023 BUDGET</u> \$1,500	<u>2023 PROJECTED</u> \$1,140	<u>2024 BUDGET</u> \$1,250
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This item includes fuel costs for the administrative fleet, as well as any repairs needed throughout the year that cannot be handled internally. Approved expenses for travel, such as tolls and on-street parking, are also included in this account.

401.341 ADVERTISING	<u>2023 BUDGET</u> \$10,000	<u>2023 PROJECTED</u> \$10,000	<u>2024 BUDGET</u> \$10,000
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This account includes the cost of legal advertisements for Board of Commissioners and other committee meetings of the Township, as well as other legal notices.

401.342 PRINTING	<u>2023 BUDGET</u> \$250	<u>2023 PROJECTED</u> \$100	<u>2024 BUDGET</u> \$250
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A small amount is included in this account to cover any printing costs that cannot be accommodated in-house.

401.350 BONDING	<u>2023 BUDGET</u> \$21,238	<u>2023 PROJECTED</u> \$13,350	<u>2024 BUDGET</u> \$13,500
This line item covers the cost of the public officials' bonds for the Township Manager and Finance Director.			
401.420 DUES, SUBSCRIPTIONS, AND MEMBERSHIPS	<u>2023 BUDGET</u> \$2,090	<u>2023 PROJECTED</u> \$2,050	<u>2024 BUDGET</u> \$2,090
This account includes the costs of membership in ICMA and APMM for the Manager and Assistant Township Manager. It also includes the costs of the American Society of Administrative Professionals for the Executive Assistant.			
401.460 EDUCATION AND TRAINING	<u>2023 BUDGET</u> \$10,600	<u>2023 PROJECTED</u> \$9,500	<u>2024 BUDGET</u> \$10,000
This account includes training and professional development for the Township Manager, Assistant Township Manager, and Executive Assistant. Registration and accommodations at the Association of Pennsylvania Municipal Manager's Conference and ICMA Annual Conference are included here.			
ADMINISTRATION - TOTAL	<u>2023 BUDGET</u> \$378,314	<u>2023 PROJECTED</u> \$354,904	<u>2024 BUDGET</u> \$384,548
FINANCIAL ADMINISTRATION - 402			
402.110 FINANCE DIRECTOR'S SALARY	<u>2023 BUDGET</u> \$48,886	<u>2023 PROJECTED</u> \$49,363	<u>2024 BUDGET</u> \$50,844
This item represents approximately half of the Finance Director's salary in 2024. The other half is allocated to the Susquehanna Township Authority.			
401.112 SALARY & WAGES (FULL- TIME STAFF)	<u>2023 BUDGET</u> \$97,719	<u>2023 PROJECTED</u> \$84,624	<u>2024 BUDGET</u> \$96,863
This item represents a portion of each of the Finance Staff, including two Finance Clerks, one Customer Service Specialist, and one Finance Manager. The remainder of these salaries are allocated to the Susquehanna Township Authority.			
401.180 OVERTIME PAY	<u>2023 BUDGET</u> \$2,000	<u>2023 PROJECTED</u> \$1,000	<u>2024 BUDGET</u> \$2,000
This account is for any overtime associated with the Finance non-exempt staff.			
402.187 PAYMENT IN LIEU OF MEDICAL INSURANCE	<u>2023 BUDGET</u> \$4,200	<u>2023 PROJECTED</u> \$4,200	<u>2024 BUDGET</u> \$4,200

The Township provides a stipend to employees who obtain health insurance coverage from a spouse or other plan and opt out of the Township's policy. This saves the Township money because no premium is paid for that employee's individual or family coverage.

402.190 EMPLOYEE INSURANCES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$40,111	\$42,768	\$49,098

This account covers medical, dental, vision, and life insurance premiums for all Finance Department employees. It includes a 14.8% cost increase in 2024.

402.192 FICA (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$9,567	\$8,630	\$9,542

This item represents the FICA Insurance paid by the Township for Finance's salaries.

402.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,237	\$2,018	\$2,232

This item represents the Medicare premium paid by the Township for Finance's salaries.

402.194 UNEMPLOYMENT COMP INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$560	\$413	\$560

This item represents the Unemployment Compensation Insurance premium paid by the Township for the Finance Department.

402.311 AUDITOR	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$24,680	\$24,680	\$25,000

This account represents the fees associated with our Audit Engagement. The auditors provide annual service for financial statements as well as potential Single Audit for Funding received (CARES, ARPA and PCCD).

402.320 COMMUNICATIONS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$500	\$540	\$540

This account covers cellphone, telephone and Internet service for the Finance department.

402.420 DUES, SUBSCRIPTIONS, AND MEMBERSHIPS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$750	\$300	\$750

The account is for memberships for Government Finance Officers Association (GFOA) and GFOA-PA for Director and any other memberships for staff.

402.450 PAYROLL PROCESSING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$20,000	\$19,516	\$20,000

This account is for payroll service fees from a provider which includes hosting, processing and distribution of Susquehanna Township employee payrolls and W2s, ACA reporting and 1099 reporting.

402.460 EDUCATION AND TRAINING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,000	\$0	\$3,000

This account represents fees for Government Finance Officers Association conferences, Benecon conferences, PSATS training for director and Finance staff.

FINANCE ADMINISTRATION - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$254,210	\$238,052	\$264,629

TAX COLLECTION - 403

403.241 GENERAL EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$17,000	\$16,394	\$17,000

This account represents the costs associated with the preparation, mailing and collection of the Real Estate Taxes that is coordinated with the County for capacity to collect for Susquehanna Township. It also includes the tax collector fees of the school, per capita and occupational tax collection from JP Harris.

TAX COLLECTION - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$17,000	\$16,394	\$17,000

SOLICITOR/LEGAL SERVICES - 404

404.310 GENERAL LEGAL SERVICES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$130,000	\$125,000	\$130,000

This amount reflects the anticipated cost of General Counsel to Susquehanna Township. Currently, the Township has an engagement with Eckert Seamans to serve as Township Solicitor.

404.314 LABOR COUNSEL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$50,000	\$37,000	\$25,000

This amount reflects the cost of Labor Counsel for labor relations and human resources matters. Additional funds have been appropriated to cover any Act 111 or grievance arbitration costs, if necessary. This amount has been reduced in 2024, since no collective bargaining agreements are expiring at the end of the year.

SOLICITOR/LEGAL SERVICES - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$180,000	\$162,000	\$155,000

OTHER GENERAL GOV ADMIN - 406

406.490 CODIFICATION	<u>2023 BUDGET</u> \$15,000	<u>2023 PROJECTED</u> \$5,400	<u>2024 BUDGET</u> \$15,000
This account includes an appropriation for codification of Township ordinances. In 2024, it is anticipated that this amount will be higher than normal due to the projected completion of the Township's rewrite of its Zoning and Subdivision & Land Development ordinances.			
OTHER GENERAL GOVERNMENT ADMINISTRATION - TOTAL	<u>2023 BUDGET</u> \$15,000	<u>2023 PROJECTED</u> \$5,400	<u>2024 BUDGET</u> \$15,000
DATA PROCESSING – 407			
407.280 GENERAL SOFTWARE/HARDWARE	<u>2023 BUDGET</u> \$100,000	<u>2023 PROJECTED</u> \$120,000	<u>2024 BUDGET</u> \$125,000
This account covers the cost of licenses and support for the Township's hardware and software.			
407.370 IT REPAIRS, MAINTENANCE, AND SERVICE	<u>2023 BUDGET</u> \$120,000	<u>2023 PROJECTED</u> \$192,000	<u>2024 BUDGET</u> \$150,000
This account includes the cost of the retainer agreement for Township IT support services, as well as other maintenance and licensing agreements for various applications including operating systems and email services. Special projects and unanticipated expenditures caused an overage in this account in 2023; however, it is expected to stabilize, but increase in 2024.			
407.453 WEBSITE DESIGN/MAINTENANCE	<u>2023 BUDGET</u> \$2,625	<u>2023 PROJECTED</u> \$2,625	<u>2024 BUDGET</u> \$2,625
This account includes costs paid to the Township's website vendor, Civic Plus for hosting services. The Township also purchases a citizen's self-service application, See Click Fix, from Civic Plus, which is appropriated in 407.280.			
407.490 DOCUMENT SCANNING	<u>2023 BUDGET</u> \$15,000	<u>2023 PROJECTED</u> \$39,003	<u>2024 BUDGET</u> \$15,000
This account includes the cost of contracting with a third party to digitize Township files. The Township is implementing a document management system to streamline services.			
DATA PROCESSING – TOTAL	<u>2023 BUDGET</u> \$237,625	<u>2023 PROJECTED</u> \$353,628	<u>2024 BUDGET</u> \$292,625
ENGINEERING SERVICES – 408			
408.313 ENGINEERING FEES	<u>2023 BUDGET</u> \$30,000	<u>2023 PROJECTED</u> \$110,000	<u>2024 BUDGET</u> \$100,000

This account includes professional services fees for the Township Engineer. The Township contracts with HRG, Inc. for its civil engineering services including plan reviews and inspections; administration of capital projects like road paving and park development; and more.

408.314 TRAFFIC STUDIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$20,000	\$8,000	\$10,000

This account includes associated expenses incurred to conduct traffic studies as requested by the Manager and Board of Commissioners for speed and volume mitigation.

408.490 ENGINEERING – SPECIAL PROJECTS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$10,000	\$3,500	\$5,000

This account covers professional and legal reviews of the Township’s Zoning and Subdivision & Land Development Ordinance amendments. The project is anticipated to conclude in 2023.

ENGINEERING SERVICES – TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$60,000	\$121,500	\$115,000

GENERAL GOVERNMENT BUILDINGS & PLANT – 409

409.210 MATERIALS & SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,000	\$0	\$1,000

This account covers miscellaneous supplies and materials as needed for the Administration Building.

409.360 UTILITIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$17,500	\$13,200	\$15,000

This item covers utility expenses for the Administration and Public Works Buildings including water, electric, sewer, stormwater, and natural gas.

409.361 STREET LIGHTS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$25,000	\$0	\$10,000

This account includes costs associated with maintenance of Township streetlights. A majority of streetlights in the Township are maintained by PP&L, so expenditures from this account are not common.

409.370 MAINTENANCE AND REPAIR	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$10,320	\$36,000	\$10,280

This account includes: \$5,200 for H.L. Bowman to inspect and maintain the HVAC system in the Admin. Building; Elevator maintenance contract at \$3,250; Fire extinguisher inspection at \$330; Pest control at \$500; Contingency at \$1,000. Expenditures were over budget in 2023 due to two unanticipated failures of Township HVAC systems.

409.380 ADMINISTRATION BUILDING PROJECT	<u>2023 BUDGET</u> \$10,000	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
This account was to finance the remaining improvements to the Administration Building that were not covered by the American Rescue Plan Act funds. No expenditures are anticipated from this account in 2024.			
409.450 JANITORIAL SERVICES (CONTRACT)	<u>2023 BUDGET</u> \$45,000	<u>2023 PROJECTED</u> \$43,900	<u>2024 BUDGET</u> \$45,000
This account includes the costs of custodial services for the Administration and Public Works Buildings, including an annual carpet cleaning and floor finishing service. This is a service provided by a third party by contract.			
GENERAL GOVERNMENT BUILDINGS - TOTAL	<u>2023 BUDGET</u> \$108,820	<u>2023 PROJECTED</u> \$93,100	<u>2024 BUDGET</u> \$81,280
POLICE - 410			
410.110 DIRECTOR, ASST. DIRECTOR, & CAPTAIN SALARIES	<u>2023 BUDGET</u> \$332,644	<u>2023 PROJECTED</u> \$491,294	<u>2024 BUDGET</u> \$480,992
This account includes the salaries for the Public Safety Director, Assistant Public Safety Director, and Police Captain. The Lieutenant salary has also been added to this line item in 2024.			
410.112 SERGEANTS' AND CORPORALS' SALARIES	<u>2023 BUDGET</u> \$1,122,806	<u>2023 PROJECTED</u> \$1,192,003	<u>2024 BUDGET</u> \$1,644,754
This account includes the salaries of the Sergeants and Corporals in the Police Department. The promotion of a Detective to Sergeant in 2023 has increased this line item, and reduced the amount in 410.117.			
410.115 CLERICAL SALARIES (PART-TIME)	<u>2023 BUDGET</u> \$21,000	<u>2023 PROJECTED</u> \$20,123	<u>2024 BUDGET</u> \$45,000
This account includes the salaries of the part-time forensic staff in the Police Department. An additional part-time staff person has been included in 2024.			
410.117 DETECTIVES' SALARIES	<u>2023 BUDGET</u> \$448,000	<u>2023 PROJECTED</u> \$370,828	<u>2024 BUDGET</u> \$357,353
This account includes the salaries for the Criminal Investigation (Detective) Unit in the Police Department.			
410.118 PATROL SALARIES	<u>2023 BUDGET</u> \$2,542,649	<u>2023 PROJECTED</u> \$3,223,135	<u>2024 BUDGET</u> \$2,420,958
This account includes the salaries for the Patrol Officers in the Police Department. An additional officer in 2024 is budgeted in this line item.			

410.119 CLERICAL SALARIES (FULL-TIME)	<u>2023 BUDGET</u> \$112,000	<u>2023 PROJECTED</u> \$120,655	<u>2024 BUDGET</u> \$104,748
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This account includes the salaries of the full-time clerical staff in the Police Department.

410.121 VICTIM/WITNESS COORDINATOR SALARY	<u>2023 BUDGET</u> \$55,000	<u>2023 PROJECTED</u> \$15,000	<u>2024 BUDGET</u> \$55,000
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This account is for the mental health co-responder in the Police Department. This position was funded by Dauphin County in 2023; however, it is uncertain whether that funding will be available in 2024.

410.180 OVERTIME (REGULAR)	<u>2023 BUDGET</u> \$115,000	<u>2023 PROJECTED</u> \$171,528	<u>2024 BUDGET</u> \$175,000
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This account is for accrued overtime from Patrol and other Officers in the Police Department.

410.181 OVERTIME (CLERICAL)	<u>2023 BUDGET</u> \$250	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
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This account is for overtime from the clerical staff in the Police Department as needed.

410.183 OVERTIME (REIMBURSABLE)	<u>2023 BUDGET</u> \$67,000	<u>2023 PROJECTED</u> \$45,000	<u>2024 BUDGET</u> \$67,000
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This account represents reimbursable overtime costs incurred for the Police Department. Examples of reimbursable overtime include Drug Task Force detail, school, and other special event details.

410.184 VACATION/SICK LEAVE PAYOUT (RETIREMENTS)	<u>2023 BUDGET</u> \$128,000	<u>2023 PROJECTED</u> \$121,939	<u>2024 BUDGET</u> \$100,000
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This account covers the cost of buying back unused sick and vacation for retired Officers as provided in the Collective Bargaining Agreement.

410.185 VACATION/SICK LEAVE PAYOUT (YEAR END)	<u>2023 BUDGET</u> \$111,000	<u>2023 PROJECTED</u> \$361,080	<u>2024 BUDGET</u> \$100,000
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This account covers the cost of buying back unused sick and vacation for employed Officers at the end of the year as provided in the Collective Bargaining Agreement.

410.186 UNIFORM/EQUIPMENT ALLOWANCE	<u>2023 BUDGET</u> \$17,000	<u>2023 PROJECTED</u> \$17,210	<u>2024 BUDGET</u> \$20,000
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This account provides funding for uniform services and new equipment for the Police Department. The allowance is set by the terms of the Collective Bargaining Agreement.

410.187 PAYMENT IN LIEU OF MEDICAL INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$66,930	\$103,512	\$118,832

This line item is for the medical insurance opt-out provided to currently employed Officers who have health insurance on a spouse's plan.

410.188 PAYMENT IN LIEU OF MEDICAL INSURANCE (RETIREES)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$50,700	\$68,205	\$78,299

This line item is for the medical insurance opt-out provided to retired Officers who have health insurance on a spouse's or other provider's plan.

410.189 SICK LEAVE BUYBACK (YEAR END)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$20,000	\$20,000

This account includes appropriations for the purchase of unused sick leave from officers as stipulated in the terms of the Collective Bargaining Agreement.

410.190 EMPLOYEE INSURANCES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,256,395	\$1,270,473	\$1,458,503

This account includes medical insurance premium for health plans provided to Officers. The Township contributes 100% of the cost of medical insurance for uniformed personnel.

410.192 FICA (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$300,397	\$392,124	\$358,852

This item represents the FICA Insurance paid by the Township for the Police Department's salaries. An oversight resulted in this account being underfunded in 2022.

410.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$70,254	\$91,706	\$83,925

This item represents the Medicare costs paid by the Township for the Police Department.

410.194 UNEMPLOYMENT COMPENSATION INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$17,500	\$16,000	\$17,500

This item represents the Unemployment Insurance premium paid by the Township for the Police Department.

410.196 POST-RETIREMENT MEDICAL INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$570,000	\$564,364	\$654,360

This account covers the premium paid by the Township for eligible retired Police Officers' medical insurance. This is a provision of the Collective Bargaining Agreement. This reflects a 14.8% increase in cost.

410.210 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$18,500	\$18,000	\$18,500

This account covers all office supplies and forensics purchases for the Police Department.

410.226 CLEANING SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$5,000	\$4,500	\$5,000

This account covers general office cleaning supplies for the Police Department.

410.231 VEHICLE FUEL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$121,000	\$107,025	\$121,000

This line item is for fleet fuel purchases for Patrol. The amount was increased in 2023 to accommodate higher fuel prices, but is not projected to increase in 2024.

410.238 UNIFORMS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$37,000	\$38,000	\$38,000

This account includes all uniform supplies for Officers including vests, brass, gun belt wear, etc.

410.241 GENERAL EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$34,000	\$60,000	\$36,000

This account covers the general expenditures of the Police Department. Beginning in 2024, NMS lab fees were transferred to 410.316.

410.242 ARMS/AMMO SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$30,000	\$30,000	\$30,000

This account covers ammunition expenditures of the Police Department including firearms and Taser expenses.

410.252 RECORDS MANAGEMENT SYSTEM	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$45,000	\$45,000	\$48,000

This account covers all maintenance and subscription costs associated with the Police Records Management System.

410.260 MINOR EQUIPMENT	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$7,000	\$5,000	\$7,000

This account is for comparatively small equipment purchases included AED equipment, breaching equipment, and small equipment for first aid.

410.261 MAJOR EQUIPMENT	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$7,000	\$12,000	\$7,000

This account is for larger equipment purchases for the Police Department such as video room upgrades and station improvements as necessary.

410.262 SPEED TIMING DEVICES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$750	\$2,500	\$1,400

This line item covers calibration expenses associated with approved speed timing devices used for traffic control.

410.316 STATE LAB FEES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$16,000

This is a new account in 2024, and includes appropriations for state and private lab facilities to test DNA samples for criminal investigations.

410.320 COMMUNICATION	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$37,000	\$37,000	\$45,000

This account covers costs associated with Police radio equipment and cellular telephones issued by the Township to certain employees of the Department. Dedicated fiber Internet service is also included in this account.

410.375 MAINTENANCE & VEHICLE REPAIR	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$29,000	\$54,205	\$53,000

This account includes the cost of parts and supplies needed to maintain the Police vehicle fleet. Most maintenance is done in-house by the Township's mechanics. Some of this is reimbursable by insurance coverage. An older fleet and revised accounting has caused appropriations from this account to increase.

410.420 DUES, SUBSCRIPTIONS, AND MEMBERSHIPS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,500	\$2,229	\$2,500

This account covers the cost of maintaining memberships in the professional consortiums for law enforcement. These are valuable in helping the Department maintain the latest standards of professional policing.

410.460 EDUCATION & TRAINING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$15,000	\$15,000	\$18,000

This account includes the costs of conferences, seminars, and other training for the Police Department. Continuous training is necessary to ensure Officers have the requisite skillsets needed to respond to calls for service.

POLICE - TOTAL	<u>2023 BUDGET</u> \$7,792,275	<u>2023 PROJECTED</u> \$9,487,783	<u>2024 BUDGET</u> \$8,807,476
FIRE - 411			
411.543 FIREMAN'S RELIEF	<u>2023 BUDGET</u> \$185,903	<u>2023 PROJECTED</u> \$183,796	<u>2024 BUDGET</u> \$183,796
This account represents the Commonwealth's contribution to the Fireman's Relief Fund. The funding is derived from a 2% tax on out-of-state insurance companies who write policies in PA and is used to support volunteer fire companies.			
FIRE - TOTAL	<u>2023 BUDGET</u> \$185,903	<u>2023 PROJECTED</u> \$183,796	<u>2024 BUDGET</u> \$183,796
AMBULANCE - 412			
412.231 AMBULANCE FUEL	<u>2023 BUDGET</u> \$50,000	<u>2023 PROJECTED</u> \$40,700	<u>2024 BUDGET</u> \$50,000
This account covers costs to refuel the Susquehanna Township EMS Ambulances. It has been increased slightly to account for higher fuel costs projected in 2023.			
412.540 S.T.E.M.S. CONTRIBUTION	<u>2023 BUDGET</u> \$50,000	<u>2023 PROJECTED</u> \$50,000	<u>2024 BUDGET</u> \$50,000
The Township appropriates \$50,000 annually to financially support Susquehanna Township Emergency Medical Services (STEMS). STEMS is a separate agency from the Township, so funding is entirely discretionary.			
AMBULANCE - TOTAL	<u>2023 BUDGET</u> \$100,000	<u>2023 PROJECTED</u> \$90,700	<u>2024 BUDGET</u> \$100,000
UCC & CODE ENFORCEMENT - 413			
413.112 BUILDING CODE ENFORCEMENT - SALARY	<u>2023 BUDGET</u> \$80,388	<u>2023 PROJECTED</u> \$81,172	<u>2024 BUDGET</u> \$82,800
This account represents the salary paid to the Township's Building Code Inspector.			
413.115 PROPERTY CODE ENFORCEMENT - SALARY	<u>2023 BUDGET</u> \$101,125	<u>2023 PROJECTED</u> \$46,575	<u>2024 BUDGET</u> \$104,159
This account represents the salary paid to the Township's Property Maintenance Code Inspector and a Rental Housing Inspector added in 2023/2024.			

413.180 CLERICAL OVERTIME	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$500	\$0	\$500

This account covers the overtime expenses incurred for administrative support as needed.

413.190 EMPLOYEE INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$81,029	\$52,122	\$89,754

This account covers health insurance for the Code Enforcement staff. This amount reflects a 14.8% increase in healthcare costs in 2024.

413.192 FICA	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$11,347	\$7,920	\$12,831

This item represents the FICA Insurance paid by the Township for the Code Enforcement staff.

413.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,654	\$1,852	\$3,001

This item represents the Medicare costs paid by the Township for the Code Enforcement Staff.

413.194 UNEMPLOYMENT COMPENSATION INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,143	\$620	\$1,143

This account includes the Township's unemployment insurance premium for the Code Enforcement staff.

413.210 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,000	\$1,000	\$3,000

This account includes the purchase of code books and reference material as required for departmental operations. Additional staff anticipated in 2024 will likely increase the expenditures from this account.

413.241 GENERAL EXPENSE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$250	\$250	\$500

This account includes general expenses of the Codes Department not otherwise covered in other accounts.

413.320 COMMUNICATIONS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,500	\$1,500	\$2,500

This account includes the cost of cell phone service for the Building Code Inspector. The additional of Rental Housing Inspector is predicted to increase expenditures from this account in 2024.

413.375 VEHICLE MAINTENANCE/REPAIR	<u>2023 BUDGET</u> \$1,000	<u>2023 PROJECTED</u> \$1,000	<u>2024 BUDGET</u> \$1,500
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This account includes the maintenance and repairs of vehicles used by the Codes Department.

413.420 DUES, SUBSCRIPTIONS, AND MEMBERSHIPS	<u>2023 BUDGET</u> \$500	<u>2023 PROJECTED</u> \$500	<u>2024 BUDGET</u> \$1,000
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This account covers the membership fees of the Codes Department including the International Code Council and PENNBOC. The expenditures from this account are projected to increase slightly due to additional staff in 2024.

413.450 MDIA INSPECTIONS	<u>2023 BUDGET</u> \$15,000	<u>2023 PROJECTED</u> \$18,500	<u>2024 BUDGET</u> \$20,000
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This includes fees received for building code reviews that are completed by the Township's third-party vendors. Commercial building permits have remained high in 2023, and are anticipated to increase in 2024. These expenditures are reimbursable by applicants for development.

413.460 EDUCATION AND TRAINING	<u>2023 BUDGET</u> \$1,250	<u>2023 PROJECTED</u> \$2,000	<u>2024 BUDGET</u> \$3,000
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This account includes training and professional development required for the Codes Department.

UCC & CODE ENFORCEMENT - TOTAL	<u>2023 BUDGET</u> \$299,686	<u>2023 PROJECTED</u> \$215,012	<u>2024 BUDGET</u> \$325,688
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PLANNING & ZONING - 414

414.112 PLANNING & ZONING WAGES	<u>2023 BUDGET</u> \$66,113	<u>2023 PROJECTED</u> \$46,575	<u>2024 BUDGET</u> \$60,000
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This account includes the salaries for the Planning & Zoning staff. In 2023, the salary of the Assistant Township Manager was moved to Administration.

414.180 CLERICAL OVERTIME	<u>2023 BUDGET</u> \$1,500	<u>2023 PROJECTED</u> \$1,500	<u>2024 BUDGET</u> \$1,500
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This account includes overtime paid to the Executive Assistant supporting the Department of Community and Economic Development (DCED).

414.184 VACATION/SICK PAYOUT (RETIRING)	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$786	<u>2024 BUDGET</u> \$0
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This account is to buy back sick leave and vacation time from retiring staff. No retirements are projects in 2024.

414.187 PAYMENT IN LIEU OF MEDICAL INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$7,000	\$0

This account is for payments made to employees who opt out of the Township’s insurance plan. This is a cost savings to the Township and incentivizes staff to obtain coverage on a spouse’s plan.

414.190 EMPLOYEE INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,771	\$32,780	\$37,631

This account covers health insurance for the DCED staff. The only cost in this account is for short- and long-term disability and life insurance premiums.

414.192 FICA	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$4,192	\$2,936	\$3,720

This item represents the FICA Insurance paid by the Township for the DCED staff.

413.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$980	\$687	\$870

This item represents the Medicare Insurance paid by the Township for the Code Enforcement staff.

414.194 UNEMPLOYMENT COMPENSATION INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$762	\$310	\$310

This account includes the Township's unemployment insurance premium for the DCED staff.

414.210 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,500	\$300	\$500

This account includes hardware and other materials needed for the Department of Community and Economic Development.

414.241 GENERAL EXPENSE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,500	\$1,765	\$1,800

This account includes general expenses of DCED not otherwise covered in other accounts. This account also includes the stipend paid to Zoning Hearing Board members.

414.310 ZONING HEARING BOARD SOLICITOR	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$15,000	\$33,650	\$45,000

This account covers the legal fees of the Zoning Hearing Board Solicitor. This is dependent on the number of hearings required each year. A new Solicitor in 2023 has increased these costs.

414.312 CONSULTING SERVICES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$50,000

In this account, \$50,000 is appropriated to engage a consulting to develop a Small Area Plan for the Front Street/6th Street area of the Township. \$25,000 is budgeted as grant revenue to offset the cost of the Small Area Plan.

414.317 STENOGRAPHIC FEES (ZONING HEARING BOARD)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,500	\$3,500	\$4,000

This account includes stenographic services for the Zoning Hearing Board as required.

414.320 COMMUNICATIONS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,000	\$500	\$1,000

This account covers the cell phone plans for the Department of Community and Economic Development.

414.375 VEHICLE EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,000	\$2,800	\$2,500

This account includes fuel and miscellaneous vehicle expenses for DCED.

414.420 DUES, SUBSCRIPTIONS, MEMBERSHIPS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,500	\$1,700	\$1,900

This account includes membership fees for the Zoning Administrator and Assistant Township Manager for the American Planning Association. This also includes membership for the Zoning Administrator in the Zoning Officials Association.

414.460 EDUCATION AND TRAINING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$7,500	\$3,000	\$5,000

This account covers registration, travel, and lodging for the Zoning Administrator and Assistant Township Manager to attend the American Planning Association's National and State Conferences in 2024.

PLANNING & ZONING - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$108,818	\$132,789	\$215,731

EMERGENCY MANAGEMENT - 415

415.105 EMERGENCY MANAGEMENT COORD. SALARY	<u>2023 BUDGET</u> \$4,250	<u>2023 PROJECTED</u> \$4,250	<u>2024 BUDGET</u> \$4,250
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This account includes the salary for the Township's part-time Emergency Management Coordinator.

415.192 FICA	<u>2023 BUDGET</u> \$264	<u>2023 PROJECTED</u> \$264	<u>2024 BUDGET</u> \$264
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This item represents the FICA Insurance paid by the Township for the Emergency Management Coordinator.

415.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u> \$62	<u>2023 PROJECTED</u> \$62	<u>2024 BUDGET</u> \$62
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This account covers health insurance for the Emergency Management staff.

415.194 UNEMPLOYMENT COMPENSATION INSURANCE	<u>2023 BUDGET</u> \$162	<u>2023 PROJECTED</u> \$132	<u>2024 BUDGET</u> \$132
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This account includes the Township's unemployment insurance premium for the Emergency Management Coordinator.

415.210 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u> \$500	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$500
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This account covers any ancillary expenses that may be required by the Emergency Management Coordinator in conjunction with their assignment.

415.241 GENERAL EXPENSE	<u>2023 BUDGET</u> \$500	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$500
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This account includes general expenses of the Emergency Management Coordinator not otherwise covered in other accounts.

415.249 TOWER SITE (PROPANE & MISCELLANEOUS)	<u>2023 BUDGET</u> \$500	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$500
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This account covers any expenses associated with the operation and maintenance of the radio tower site operated by the Township.

415.320 COMMUNICATIONS	<u>2023 BUDGET</u> \$1,000	<u>2023 PROJECTED</u> \$500	<u>2024 BUDGET</u> \$750
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This account includes the cell phone and communications expenses of the Emergency Management Coordinator. This also includes maintenance of communication equipment.

415.375 VEHICLE EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$500	\$514	\$1,000

This account includes fuel and maintenance of the vehicle used by the Emergency Management Coordinator.

EMERGENCY MANAGEMENT - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$7,738	\$5,722	\$7,958

HEALTH & HUMAN SERVICES - 420

420.115 WAGES (PART-TIME)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$25,000	\$0	\$0

This line item was to hire part-time help for property maintenance code enforcement; however, no service was brought on in 2023, and is not anticipated in 2024.

420.210 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$2,000	\$2,000

This item is for various supplies purchased using proceed from a safety grant from the Susquehanna Municipal Insurance Trust. In 2023, this was used to purchase flashlights and emergency lighting for staff.

420.223 HEALTH AND WELLNESS INCENTIVES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$500	\$1,000

This item is for purchases associated with the Health Fair for Township staff, as well as other wellness initiatives.

420.224 FLU VACCINATIONS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,000	\$540	\$2,000

This account covers the cost of administering flu vaccinations to Township staff.

420.241 GENERAL EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$250	\$0	\$250

This account includes general expenses associated with the Health Department and Health Board including lunch provided to members at meetings.

420.310 CONTRACTED SERVICES (HEALTH INSPECTOR)	<u>2023 BUDGET</u> \$5,000	<u>2023 PROJECTED</u> \$7,250	<u>2024 BUDGET</u> \$8,500
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The Township contracts health inspections to a third party. The cost incurred is dependent on the volume of work performed each year. This account covers the cost of the health inspector contracted by the Township. In 2024, the contractor raised fees slightly to cover increased fuel costs and overhead.

420.313 SEWARGE ENFORCEMENT OFFICER FEES	<u>2023 BUDGET</u> \$7,500	<u>2023 PROJECTED</u> \$5,590	<u>2024 BUDGET</u> \$7,500
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This account covers the costs associated with the Sewage Enforcement Officer. The Township has few on-lot septic systems that are required to be inspected. Designs of new systems are also reviewed by the contracted SEO. Currently, this service is provided by HRG, Inc.

420.317 PROPERTY MAINTENANCE CODE SERVICES	<u>2023 BUDGET</u> \$10,000	<u>2023 PROJECTED</u> \$4,000	<u>2024 BUDGET</u> \$5,000
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This account includes ancillary expenses incurred associated with enforcement of the Township's Property Maintenance Code. This has increased due to a targeted focus on compliance and increased issues observed in recent years. Contracted mowing of private property is included in this account.

420.319 STRAY ANIMAL CONTROL	<u>2023 BUDGET</u> \$15,000	<u>2023 PROJECTED</u> \$21,380	<u>2024 BUDGET</u> \$20,000
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The Township partners with the Humane Society and Steelton Community Cats for stray animal control and to spay and neuter feral cats to control the population.

420.375 VEHICLE EXPENSES	<u>2023 BUDGET</u> \$2,500	<u>2023 PROJECTED</u> \$2,500	<u>2024 BUDGET</u> \$2,500
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This account includes fuel and maintenance of the vehicle used by the Property Maintenance Code Inspector.

420.381 WOODY WASTE DISPOSAL SITE RENTAL	<u>2023 BUDGET</u> \$80,000	<u>2023 PROJECTED</u> \$86,432	<u>2024 BUDGET</u> \$91,618
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This account includes costs paid to the Township's two contractors who store and process the Township's woody waste. The Township offers collection during certain times of year to residents to dispose of brush on their properties.

HEALTH & HUMAN SERVICES - TOTAL	<u>2023 BUDGET</u> \$148,250	<u>2023 PROJECTED</u> \$130,192	<u>2024 BUDGET</u> \$140,368
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WASTEWATER COLLECTION - 429

**429.110 AUTHORITY BOARD
MEMBER SALARY**

<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
\$8,100	\$8,600	\$9,100

This account includes the salary paid to members of the Susquehanna Township Authority Board. This is funded by transfers from the Authority. This is expected to increase in 2024.

**429.112 SALARY AND WAGES
(FULL-TIME)**

<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
\$466,824	\$471,385	\$538,271

This account includes the salaries paid to full-time staff of the Authority. This amount is set by the collective bargaining agreement. This also includes a portion of administrative salaries that are shared with the Authority. In 2024, a Sewer Operations Manager was authorized for hire.

429.180 OVERTIME PAY

<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
\$15,000	\$6,500	\$15,000

This account includes overtime expenses incurred by the Authority staff for maintenance on the sanitary sewer systems.

**429.184 VACATION/SICK LEAVE
BUYBACK (RETIREMENT)**

<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
\$0	\$0	\$0

This account covers the buyback of unused vacation and sick leave by the Authority employees at retirement. There are no anticipated retirements in 2024.

429.190 EMPLOYEE INSURANCES

<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
\$263,028	\$235,000	\$269,780

This account includes medical insurance premiums paid by the Township for the Authority employees. Employees have a premium share that offsets this cost to the Authority.

429.192 FICA

<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
\$30,375	\$30,162	\$34,867

This account includes the Authority's cost of FICA insurance for Authority employees.

429.193 MEDICARE

<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
\$7,104	\$7,054	\$8,154

This account covers the Authority's costs for Medicare for Authority employees.

**429.194 UNEMPLOYMENT
INSURANCE**

<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
\$2,988	\$2,100	\$2,900

This account covers Unemployment Compensation Insurance premiums for Authority employees.

429.196 POST-RETIREMENT MEDICAL INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,007	\$0	\$0

This account covers post-retirement medical benefits for eligible retired Authority employees per the terms of the collective bargaining agreement.

429.241 GENERAL EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$25,000	\$27,500	\$25,000

This account covers general expenses incurred by Authority employees not included in other accounts. This includes office supplies, eligible meal expenses, drinking water, and limited other expenditures.

429.320 COMMUNICATIONS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,000	\$8,732	\$6,000

This account covers cell phone plans, phone service, and Internet for Authority employees.

429.375 VEHICLE MAINTENANCE AND FUEL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$15,000	\$12,000	\$15,000

This account includes the costs of maintenance and fuel for Authority vehicles and equipment.

429.460 EDUCATION AND TRAINING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,000	\$0	\$1,000

This account covers any expenses required to receive and maintain certifications needed for the Authority employees from the PA Department of Environmental Protection.

WASTEWATER COLLECTION - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$839,426	\$806,533	\$925,072

HIGWAY (GENERAL) - 430

430.110 SALARIES & WAGES (SUPERVISORS)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$110,827	\$111,908	\$114,147

This account includes salaries for Supervisory staff including the Public Works Director and Operations Manager. Some of the salaries of supervisory employees are included in the Authority budget.

430.112 WAGES (FULL-TIME STAFF)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$817,857	\$635,080	\$891,393

This account includes the salaries of full-time Highway staff. Salary increases are negotiated as part of the collective bargaining agreement. In 2024, this account includes the addition of one Truck Driver/Laborer position.

430.113 WAGES (PART-TIME, SEASONAL STAFF)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,000	\$0	\$1,000

This account includes any costs of part-time seasonal staff for the Highway Division. In 2024, this amount has been reduced to \$0 as these costs were reallocated to Parks and Recreation.

430.115 WAGES (NON-UNION ADMIN STAFF)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$20,000

This is a new account in 2024, and includes an appropriation for a shared administrative assistant with the Department of Community and Economic Development.

430.180 OVERTIME PAY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$60,000	\$15,000	\$60,000

This account covers overtime pay for the Highway Division as provided for in the terms of the collective bargaining agreement. These costs are difficult to predict as they are largely dependent on the need for winter operations overtime.

430.184 VACATION/SICK LEAVE BUYBACK (RETIREMENTS)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$10,000	\$0	\$10,000

This account includes buyback of unused sick and vacation leave at retirement as provided for in the collective bargaining agreement. It is not anticipated that these funds will be needed in 2024, but a small appropriation is included as a contingency.

430.190 EMPLOYEE INSURANCES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$385,000	\$374,087	\$451,871

This account covers the Township's share of medical insurance premium for the Highway Division as provided for in the collective bargaining agreement.

430.192 FICA (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$61,918	\$47,280	\$65,637

This item represents the FICA paid by the Township for the Highway Division's salaries.

430.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$14,481	\$11,058	\$16,335

This account includes the cost of Medicare paid by the Township for Highway Division employees.

430.194 UNEMPLOYMENT	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$5,000	\$4,600	\$5,000

This account includes Unemployment Compensation Insurance paid by the Township for Highway Division employees.

430.210 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$30,000	\$18,000	\$30,000

This account covers materials and supplies as needed for the Highway Division including lumber, chemicals, propane, shop supplies, and small tools. Amounts assigned to this account are ineligible for Liquid Fuels funding.

430.231 VEHICLE FUEL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$35,000	\$35,000	\$40,000

This account covers the cost of gasoline and diesel fuel for the Highway Division fleet. A higher demand on winter operations and rising fuel costs has resulted in an increase in the budget for this account.

430.234 OIL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$10,000

This account was added in 2024 to apply to the purchase of oil for Police and Public Works vehicles.

430.238 UNIFORMS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$8,500	\$6,000	\$10,000

This account includes reimbursement for uniforms and supplies for the Highway Division as provided for in the collective bargaining agreement. An increase has been appropriated in this account due to potential changes in the terms of the contract.

430.241 GENERAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$20,000	\$18,000	\$20,000

This account covers general expenditures of the Public Works Department that are not included in other accounts. Examples include office supplies, water for employees, and general operational expenditures.

430.310 CONTRACTED SERVICES - MOWING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$68,500	\$68,500	\$70,000

This account covers the cost of the Township's contract with Davis Landscaping for mowing certain areas of the Township including rights-of-way and Township-owned properties. Contracted mowing of parks is included in another account.

430.320 COMMUNICATIONS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$4,200	\$4,200	\$4,500

This account covers internet and phone lines. In 2023, the Township discontinued the GPS service on its Public Works fleet.

430.360 UTILITIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$15,000	\$10,000	\$15,000

This account covers utility service to the Public Works building, including the addition of public water service in 2023.

430.370 BUILDING MAINTENANCE AND REPAIRS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$15,000	\$25,000	\$20,000

This account includes general maintenance and repairs as needed for the Public Works Building on Elmerton Avenue. As building systems age, additional repair needs are anticipated, which is the reason for the increased budget in this line item.

430.375 VEHICLE EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$180,000	\$200,000	\$170,000

This account covers the cost of parts and service on the Public Works fleet.

430.384 RENTAL AND WELDING EXPENSE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$9,000	\$2,000	\$6,000

This account includes the costs of welding supplies such as gas and material for the welder and torches. Certain specialized equipment rental is also included in this account.

430.420 DUES, SUBSCRIPTIONS, MEMBERSHIPS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$500	\$0	\$500

This is a new account to cover the cost of membership in the American Public Works Association for the Public Works Director and Operations Manager.

430.450 CLEANING SERVICE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$8,700	\$8,700	\$8,700

This item is to cover the cost of contracted custodial service at the Public Works Building. An increase has been budgeted due to an increase in contracted rates.

430.460 EDUCATION AND TRAINING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$12,000	\$6,000	\$10,000

This account covers the cost of CDL certification and training for Highway Division employees. This item has been increased due to a new CDL training requirement.

430.470 CDL DRUG & ALCOHOL TESTING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,500	\$1,000	\$1,000

Commercial Driver’s License holders are required by law to be randomly screened for drugs and alcohol. This account covers this cost as well as screening for new hires and employees who have had an on-duty accident as required by law.

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
HIGHWAY (GENERAL) - TOTAL	\$1,873,983	\$1,601,413	\$2,051,083

TRAFFIC CONTROL DEVICES - 433

433.245 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$5,000	\$1,000	\$5,000

This account is for miscellaneous hardware and supplies required to maintain the Township's traffic signals. Much of this is done by contract and paid out of the Liquid Fuels Fund, but a small budget for certain expenditures is included here.

433.313 TRAFFIC SIGNAL ENGINEERING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$109,250

This account is to fund the engineering fees associated with the Route 39 Adaptive Signal Project that will be coordinated with Lower Paxton Township. The details of this cost share are to be determined, but the project is grant funded by the PennDOT TSGS Grant Program.

433.361 TRAFFIC SIGNAL ELECTRICITY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$14,000	\$14,000	\$16,000

This account covers utility expenses for the Township's traffic signals.

TRAFFIC CONTROL DEVICES - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$19,000	\$15,000	\$130,250

STORMWATER MANAGEMENT - 436

436.112 SALARIES AND WAGES (FULL-TIME)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$381,202	\$350,533	\$433,599

This account includes salaries paid to full-time employees of the Susquehanna Township Authority for stormwater management activities. It is reimbursed from revenue generated from the stormwater management fee.

436.180 OVERTIME PAY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,000	\$1,000	\$2,000

This account includes overtime expenses incurred by the Authority staff for maintenance on the storm sewer systems.

436.184 VACATION/SICK LEAVE BUYBACK (RETIREMENT)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,000	\$2,340	\$1,000

This account covers the buyback of unused vacation and sick leave by the Authority employees at retirement.

436.190 EMPLOYEE INSURANCES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$127,728	\$85,785	\$155,963

This account includes medical insurance premiums paid by the Township for the Authority employees. Employees have a premium share that offsets this cost to the Authority.

436.192 FICA	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$25,322	\$21,940	\$27,069

This account includes the Authority's cost of FICA insurance for Authority employees.

436.193 MEDICARE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$5,924	\$5,131	\$6,331

This account covers the Authority's costs for Medicare for Authority employees.

436.194 UNEMPLOYMENT INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,083	\$1,498	\$2,083

This account covers Unemployment Compensation Insurance premiums for Authority employees.

436.241 GENERAL EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$9,000	\$15,000	\$15,000

This account covers general expenses incurred by Authority employees not included in other accounts. This includes office supplies, eligible meal expenses, drinking water, and limited other expenditures.

436.313 ENGINEERING FEES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$23,000	\$135,500	\$50,000

This account includes engineering review fees assessed by the Township's consultant for stormwater management. The Authority's consultant fees are included in their budget. This amount was higher than projected in 2023 due to the engineering fees for the Paxton Church Road Stabilization Project.

436.375 VEHICLE MAINTENANCE AND FUEL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,000	\$0	\$1,000

This account includes a small appropriation for maintenance on the utility vehicle used to inspect and maintain the storm sewer system.

STORMWATER MANAGEMENT - TOTAL	<u>2023 BUDGET</u> \$578,259	<u>2023 PROJECTED</u> \$618,727	<u>2024 BUDGET</u> \$694,045
HIGHWAY TOOLS & MACHINERY - 437			
437.260 SMALL TOOLS & MINOR EQUIPMENT	<u>2023 BUDGET</u> \$2,500	<u>2023 PROJECTED</u> \$2,500	<u>2024 BUDGET</u> \$3,000
This account covers the cost of small hand tools required by the Highway Division. This may include chainsaws, power tools, and other ancillary equipment.			
HIGHWAY TOOLS & MACHINERY - TOTAL	<u>2023 BUDGET</u> \$2,500	<u>2023 PROJECTED</u> \$2,500	<u>2024 BUDGET</u> \$3,000
HIGHWAY ROADS & BRIDGES - 438			
438.245 MATERIALS AND SUPPLIES	<u>2023 BUDGET</u> \$5,000	<u>2023 PROJECTED</u> \$3,500	<u>2024 BUDGET</u> \$5,000
This account includes the costs of materials and supplies for the Highway Division that are not eligible to be paid out of the Liquid Fuels Fund. This may include guiderail replacement, roadside weed treatment, and certain other costs.			
HIGHWAY ROADS & BRIDGES - TOTAL	<u>2023 BUDGET</u> \$5,000	<u>2023 PROJECTED</u> \$3,500	<u>2024 BUDGET</u> \$5,000
CULTURE & RECREATION - 451			
451.112 RECREATION WAGES (FULL-TIME STAFF)	<u>2023 BUDGET</u> \$174,559	<u>2023 PROJECTED</u> \$175,682	<u>2024 BUDGET</u> \$190,471
This account includes the salaries paid to full-time parks staff including the Director, Program Coordinator, and one new full-time Parks Maintenance staff.			
451.115 RECREATION WAGES (PART-TIME STAFF)	<u>2023 BUDGET</u> \$102,343	<u>2023 PROJECTED</u> \$83,031	<u>2024 BUDGET</u> \$89,100
This account includes part-time staff salaries for the Parks Department. This includes two seasonal maintenance staff, as well as playground and day camp staff.			
451.180 OVERTIME PAY	<u>2023 BUDGET</u> \$750	<u>2023 PROJECTED</u> \$5	<u>2024 BUDGET</u> \$250

This account includes any overtime pay incurred by the maintenance staff in the Parks Department. The addition of one full-time maintenance staff may incur a small overtime expense for winter operations in parks.

451.190 EMPLOYEE INSURANCES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$80,673	\$66,864	\$76,760

This account covers the Township's share of medical insurance premium for the Parks & Recreation Department staff. The amount reflect a 14.8% increase in premium for 2024.

451.192 FICA (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$13,454	\$16,041	\$17,349

This item represents the FICA paid by the Township for the Parks & Recreation Department salaries. This amount was increased in 2023 to account for the new full-time staff position.

451.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,147	\$406	\$406

This item represents the Medicare paid by the Township for the Parks & Recreation Department salaries. This amount was increased in 2023 to account for the new full-time staff position.

451.194 UNEMPLOYMENT	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,950	\$3,000	\$3,000

This account includes Unemployment Compensation Insurance paid by the Township for Parks & Recreation Department employees.

451.200 MATERIALS AND SUPPLIES (ADMINISTRATIVE)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,000	\$3,000	\$3,000

This account covers materials and supplies as needed for the Parks & Recreation Department including small sports equipment not associated with programming and classes.

451.241 GENERAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$7,000	\$9,777	\$11,000

This account covers general expenditures of the Parks & Recreation Department that are not included in other accounts. Examples include office supplies, CivicRec (website), name plates, business cards, and child abuse background checks. This also includes the subscription for the locking system on the bathroom doors in parks.

451.247 MATERIALS AND SUPPLIES (PROGRAMMING)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,000	\$1,000	\$1,000

This account covers materials and supplies needed to facilitate programming offered by the Parks & Recreation Department. Examples include pickleball equipment, corner flags for sports, etc.

451.260 PLAYGROUND EQUIPMENT & ATHLETICS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$21,000	\$21,748	\$21,000

This account includes purchases for playground equipment not included in the Recreation Developer's Fund. In 2024, this includes the construction of new equipment sheds at Veteran's Park and Edgemont Park, as well as repairs to field lighting and new fencing along Elmerston Avenue at Veteran's Park.

451.300 DISCOUNT TICKET EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$3,000	\$2,100	\$3,000

This account includes expenses to purchase discounted tickets for movies, theme parks, and entertainment. This is offset by revenue generated from their sale.

451.310 CONTRACTED SERVICES - MOWING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$110,000	\$110,000	\$125,571

This account covers the cost of the Township's contract with Davis Landscaping for mowing Township parks (\$118,836). It also includes turf application for athletic fields, pre-emergent, fertilizer, and broad leaf weed control.

451.317 DAY CAMP	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$25,000	\$25,333	\$30,000

This account includes all needed supplies for the summer day camp program included costs of bussing and field trips for program participants.

451.319 CLASSES & ACTIVITIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$26,100	\$20,634	\$22,000

This account includes payments for contracted services associated with Parks & Recreation Programming. The 2024 appropriation is based on a projection of number of sessions per program.

451.320 COMMUNICATIONS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,000	\$1,200	\$4,000

This account includes cell phone plans and other communications expenses of the Parks & Recreation Department staff. The account also includes an appropriation for mailings to Township residents for surveys and event notifications.

451.329 SPORTS CAMPS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,000	\$0	\$0

This account includes an appropriation for contracted services to facilitate summer sports camps. This program is proposed to be phased out due to inactivity.

451.338 PLAYGROUND PROGRAM	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$10,000	\$259	\$14,083

This account includes the costs associated with running the Summer Playground Program including any transportation and field trip expenses.

451.339 SPECIAL EVENTS & SPONSORSHIPS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$4,000	\$3,450	\$5,000

This account covers costs associated with special events such as the Candy Scramble, National Night Out, and Movies in the Park. In 2024, \$1,500 has been appropriated in this account to assist with the Edgemont Day Celebration.

451.340 NEWSLETTER	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$35,000	\$38,000	\$39,000

This account covers costs associated with the preparation, printing, and distribution of the Township's triannual print newsletter. Some of the expense is offset by revenue generated from advertisement sales and other partnerships.

451.342 PRINTING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$250	\$104	\$2,000

This account covers printing miscellaneous items such as flyers for events or other promotions where printing is not done in-house. In 2024, staff is proposing to develop and print a Parks Guide to distribute on request to residents and make available online.

451.360 UTILITIES (PARKS)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$10,000	\$10,000	\$10,000

This account covers utility service to Township parks including electricity and water service.

451.361 MUSCO LIGHTING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$500	\$475	\$500

This account includes the annual administrative fee for the Musco Control Link software used to operate field lighting in Township parks.

451.362 POND MANAGEMENT (BOYD PARK)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,845	\$2,845	\$2,845

This account covers the treatment of Blue-green Algae at the pond at Boyd Park. Blue-Green Algae is hazardous to humans and animals, so treatment is necessary to keep the area safe.

451.372 MAINTENANCE & REPAIR	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$20,000	\$22,000	\$72,500

This account includes costs associated with maintenance and repair of Township parks. Examples include overseeding of athletic fields and top dressing, refilling wood carpet at certain playgrounds (Stabler, Edgemont, Beaufort Hunt, Crown Point, and McNaughton), and electrical work at Stabler Park. In 2024, this also includes \$37,500 for trail improvements and repair on the Capital Area Greenbelt.

451.373 PARKS ATHLETIC FIELDS AND PLAYGROUND	<u>2023 BUDGET</u> \$18,500	<u>2023 PROJECTED</u> \$18,633	<u>2024 BUDGET</u> \$20,000
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This account includes costs associated with replacement and repair of amenities in Township parks. Examples include replacement of trash receptacles, benches, and picnic tables.

451.374 PARK RESTROOM SUPPLIES & REPAIR	<u>2023 BUDGET</u> \$12,000	<u>2023 PROJECTED</u> \$16,000	<u>2024 BUDGET</u> \$20,000
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This account includes routine cleaning and maintenance of restrooms in Township parks. This account also includes the cost of portable toilet rentals in parks and for special events. In 2023, this item was removed from 451.372.

451.375 VEHICLE EXPENSES	<u>2023 BUDGET</u> \$9,500	<u>2023 PROJECTED</u> \$9,500	<u>2024 BUDGET</u> \$12,000
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This account covers the cost of fuel and maintenance of vehicles used by full-time and part-time Parks & Recreation staff.

430.460 EDUCATION, TRAINING, AND MEMBERSHIPS	<u>2023 BUDGET</u> \$12,000	<u>2023 PROJECTED</u> \$5,000	<u>2024 BUDGET</u> \$8,000
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This account includes the costs of training and memberships in parks professional consortiums for the Director and Program Coordinator. A small contingent has also been budgeted for relevant training for the new maintenance staff.

CULTURE & RECREATION - TOTAL	<u>2023 BUDGET</u> \$710,571	<u>2023 PROJECTED</u> \$666,087	<u>2024 BUDGET</u> \$803,835
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SHADE TREE COMMISSION - 455

455.000 SHADE TREE COMMISSION	<u>2023 BUDGET</u> \$55,000	<u>2023 PROJECTED</u> \$31,500	<u>2024 BUDGET</u> \$25,000
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This account includes an appropriation for the Susquehanna Township Shade Tree Commission to plant public trees and to offer financial assistance to income-qualified property owners who have been required to remove a dead or dying tree. In 2024, this amount has been reduced from prior years and a new account was created to prune and maintain public trees. Funding for the annual Arbor Day Celebration and other tree maintenance items is also included in this account.

455.310 TREE PRUNING CONTRACT	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$50,000
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The Township is working to maintain its tree inventory and employ proper pruning practices to ensure clearance for vehicles and first responders. In 2024, this item has been added for the Township to let a capital tree pruning contract that will focus on priority corridors of the Township where tree overhangs

have begun to jeopardize public safety. The exact locations have yet to be defined but will be selected in concert with the Tree Commission, Public Safety Director, Fire Marshal, and Board of Commissioners.

SHADE TREE COMMISSION - TOTAL	<u>2023 BUDGET</u> \$55,000	<u>2023 PROJECTED</u> \$31,500	<u>2024 BUDGET</u> \$75,000
SENIOR CITIZEN'S CENTER - 458			
458.241 SENIOR CENTER EXPENSES	<u>2023 BUDGET</u> \$1,000	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
This account has historically covered general expenses related to the use of Township space by the Senior Center. Since the renovation, this has been discontinued.			
SENIOR CITIZEN'S CENTER - TOTAL	<u>2023 BUDGET</u> \$1,000	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
DEBT PRINCIPAL - 47100			
471.003 DAUPHIN COUNTY INFRASTRUCTURE BANK	<u>2023 BUDGET</u> \$484,871	<u>2023 PROJECTED</u> \$484,871	<u>2024 BUDGET</u> \$487,296
This is the debt service payment associated with the 2015 DCIB loan.			
471.004 2018 SEWER AUTHORITY DEBT REFINANCE	<u>2023 BUDGET</u> \$1,220,000	<u>2023 PROJECTED</u> \$1,220,000	<u>2024 BUDGET</u> \$1,260,000
This is debt service principal payment associated with the debt issued for the Authority through the Township and paid by the Authority via a management agreement.			
471.005 DC INFRASTRUCTURE BANK - PAXTON	<u>2023 BUDGET</u> \$153,600	<u>2023 PROJECTED</u> \$153,600	<u>2024 BUDGET</u> \$154,500
This is the debt service payment associated with the 2019 DCIB Loan relating to Paxton Church Road Project.			
471.006 SERIES 2021 GENERAL OBLIGATION BOND	<u>2023 BUDGET</u> \$860,000	<u>2023 PROJECTED</u> \$860,000	<u>2024 BUDGET</u> \$765,000
This was debt service principal payment associated with the refinance of the 2012 debt, Stormwater proceeds for Authority and a portion for the Township Administration Building renovations.			

471.007 SERIES 2022 GENERAL OBLIGATION NOTE	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$10,000
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This is debt service principal payment associated with debt issued for the Authority through the Township and paid by the Authority via a management agreement update.

471.350 LEASE RENTAL PAYMENT - MOTOROLA	<u>2023 BUDGET</u> \$92,891	<u>2023 PROJECTED</u> \$92,891	<u>2024 BUDGET</u> \$96,124
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This is a lease agreement for radio equipment for 5 years.

471.351 SOLAR AGREEMENT PRINCIPLE PMT	<u>2023 BUDGET</u> \$47,277	<u>2023 PROJECTED</u> \$47,394	<u>2024 BUDGET</u> \$47,750
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This is a contractual payment for the solar panel systems installed on the roof of Admin, Public Safety and Public works buildings.

DEBT PRINCIPAL - TOTAL	<u>2023 BUDGET</u> \$2,858,756	<u>2023 PROJECTED</u> \$2,858,756	<u>2024 BUDGET</u> \$2,820,670
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DEBT INTEREST - 47200

472.003 DAUPHIN COUNTY INFRASTRUCTURE BANK	<u>2023 BUDGET</u> \$7,309	<u>2023 PROJECTED</u> \$7,309	<u>2024 BUDGET</u> \$4,885
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This is the interest payment associated with the 2015 DCIB loan.

472.004 2018 SEWER AUTHORITY DEBT REFINANCE	<u>2023 BUDGET</u> \$1,053,800	<u>2023 PROJECTED</u> \$1,053,800	<u>2024 BUDGET</u> \$1,017,200
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This is debt service interest payment associated with the debt issued for the Authority through the Township and paid by the Authority via a management agreement.

472.005 DC INFRASTRUCTURE BANK - PAXTON	<u>2023 BUDGET</u> \$6,345	<u>2023 PROJECTED</u> \$6,345	<u>2024 BUDGET</u> \$5,454
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This is the debt service interest payment associated with the 2019 DCIB Loan relating to Paxton Church Road Project.

472.006 SERIES 2021 GENERAL OBLIGATION BOND	<u>2023 BUDGET</u> \$157,150	<u>2023 PROJECTED</u> \$157,150	<u>2024 BUDGET</u> \$122,750
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This was debt service interest payment associated with the refinance of the 2012 debt, Stormwater proceeds for Authority and a portion for the Township Administration Building renovations.

472.007 SERIES 2022 GENERAL OBLIGATION NOTE	<u>2023 BUDGET</u> \$447,242	<u>2023 PROJECTED</u> \$3,129	<u>2024 BUDGET</u> \$357,000
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This was new debt service issued for the Authority through the Township and paid by the Authority via a management agreement update.

472.350 LEASE RENTAL PAYMENT - MOTOROLA	<u>2023 BUDGET</u> \$10,039	<u>2023 PROJECTED</u> \$10,039	<u>2024 BUDGET</u> \$6,807
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This is a lease agreement for radio equipment for 5 years.

DEBT INTEREST - TOTAL	<u>2023 BUDGET</u> \$1,681,885	<u>2023 PROJECTED</u> \$1,237,772	<u>2024 BUDGET</u> \$1,514,096
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PENSION - 483

483.100 POLICE PENSION CONTRIBUTION	<u>2023 BUDGET</u> \$1,818,524	<u>2023 PROJECTED</u> \$1,818,524	<u>2024 BUDGET</u> \$1,848,600
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This account represents the Uniform Pension Plan Minimum Municipal Obligation that is paid in December of every year. This amount is somewhat offset by a state funding appropriation determined each year.

483.300 NON-UNIFORMED PENSION CONTRIBUTION	<u>2023 BUDGET</u> \$413,855	<u>2023 PROJECTED</u> \$413,855	<u>2024 BUDGET</u> \$429,252
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This account represents the Non-Uniform Pension Plan Minimum Municipal Obligation that is paid in December of every year.

483.301 PMRS PENSION CONTRIBUTION	<u>2023 BUDGET</u> \$35,961	<u>2023 PROJECTED</u> \$36,027	<u>2024 BUDGET</u> \$37,132
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This account represents the Closed Pension Plan Minimum Municipal Obligation for a few Authority members that is paid in Dec of every year. This is a closed plan in which only a few members exist in the plan.

483.311 PENSION ACTUARIAL SERVICES	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
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This account represents any actuarial services for pension related items.

PENSION - TOTAL	<u>2023 BUDGET</u> \$2,268,340	<u>2023 PROJECTED</u> \$2,268,406	<u>2024 BUDGET</u> \$2,314,984
WORKER'S COMPENSATION INSURANCE - 484			
484.000 WORKER'S COMPENSATION INSURANCE	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$221,000	<u>2024 BUDGET</u> \$227,630
This account includes the premium cost for the Township's Worker's Compensation Insurance.			
WORKER'S COMPENSATION INSURANCE - TOTAL	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$221,000	<u>2024 BUDGET</u> \$227,730
INSURANCE, CASUALTY, AND SURETY - 486			
486.100 INSURANCE - LIABILITY	<u>2023 BUDGET</u> \$44,857	<u>2023 PROJECTED</u> \$43,250	<u>2024 BUDGET</u> \$49,342
This account includes the premium cost for the Township's Liability and Cyber Insurance Policy. The Township is a member of a self-insured trust, PennPRIME, which helps stabilize rates and enhanced benefits.			
486.200 INSURANCE - PROPERTY & CASUALTY	<u>2023 BUDGET</u> \$33,530	<u>2023 PROJECTED</u> \$39,077	<u>2024 BUDGET</u> \$36,883
This account covers the Township's Property & Casualty Insurance Policy.			
486.300 INSURANCE - AUTOMOBILE	<u>2023 BUDGET</u> \$41,575	<u>2023 PROJECTED</u> \$45,703	<u>2024 BUDGET</u> \$45,732
This account covers the Township's Automobile Insurance Policy.			
486.400 INSURANCE - PUBLIC OFFICIALS	<u>2023 BUDGET</u> \$29,933	<u>2023 PROJECTED</u> \$37,340	<u>2024 BUDGET</u> \$32,926
This account includes the cost of Public Officials Liability Insurance for Township Staff and the Board of Commissioners.			
486.500 INSURANCE - POLICE PROFESSIONAL	<u>2023 BUDGET</u> \$43,663	<u>2023 PROJECTED</u> \$52,545	<u>2024 BUDGET</u> \$48,029
This account includes the cost of Police Professional Insurance for the Township Police Department.			

INSURANCE, CASUALTY, AND SURETY - TOTAL	<u>2023 BUDGET</u> \$193,558	<u>2023 PROJECTED</u> \$217,915	<u>2024 BUDGET</u> \$212,912
INTERFUND OPERATING TRANSFERS - 492			
492.0000 TRANSFER TO STREET LIGHT FUND	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
This account would be used in the event there are Street Light Fund monies not adequate to sustain expenses with that fund. There should not be a need to use this fund at this time.			
493.0000 TRANSFER TO CAPITAL IMPROVEMENT FUND	<u>2023 BUDGET</u> \$116,050	<u>2023 PROJECTED</u> \$137,050	<u>2024 BUDGET</u> \$635,500
The account represents the capital improvement expenses approved for funding that is all supported by the General Fund revenues.			
493.0100 TRANSFER TO LIQUID FUELS FUND	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
This account would be used in the event there are any Liquid Fuels findings that would need to be rectified through replenishment of the Liquid Fuels Funds.			
493.0150 TRANSFER TO TRANSPORTATION IMPROVEMENT FUND	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$175,000
This account is for an interfund transfer out of the General Fund and into the Transportation Improvement Fund to make the fund solvent and begin to accrue a small fund balance.			
493.0200 TRANSFER TO DEVELOPERS REC. FUND	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$6,176	<u>2024 BUDGET</u> \$0
This account would be used in the event there are Developer Recreation Fund monies not adequate to sustain expenses within that fund. There should not need to use this account at this time.			
493.0300 TRANSFER TO ARPA FUND	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$0
This account represents the 2nd portion of the ARPA Funding received in 2022. As soon as it was received it was transferred to the ARPA Fund account. There is no anticipation of any funds available for 2024.			
INTERFUND OPERATING TRANSFERS - TOTAL	<u>2023 BUDGET</u> \$116,050	<u>2023 PROJECTED</u> \$143,226	<u>2024 BUDGET</u> \$810,500

FUND 2 - STREET LIGHT FUND

STREET LIGHTING - 434			
434.361 STREET LIGHTING	<u>2023 BUDGET</u> \$178,839	<u>2023 PROJECTED</u> \$197,206	<u>2024 BUDGET</u> \$178,350
<p>This account is used to fund the operation and maintenance of Township street lights. A majority of street lights are paid on a rate tariff with PP&L. Street light operation and maintenance is funded by a portion of real estate taxes.</p>			
STREET LIGHTING - TOTAL	<u>2023 BUDGET</u> \$178,839	<u>2023 PROJECTED</u> \$197,206	<u>2024 BUDGET</u> \$178,350

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FUND 3 - FIRE FUND

FIRE - 411			
411.112 SALARIES AND WAGES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$192,097	\$192,097	\$247,860
<p>This account includes salaries and wages for the paid fire staff including the Fire Marshal and Fire Mechanic and a portion of the Director of Public Safety. This also includes a new Fire Inspector position in 2024 that may also be used for rental housing inspections.</p>			
411.187 PAYMENT IN LIEU OF MEDICAL INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$8,400	\$8,400	\$8,400
<p>The Township offers employees an "opt-out" payment if they have medical insurance coverage on a spouse's or other plan. This account reflects those payments made to eligible Fire employees.</p>			
411.190 EMPLOYEE BENEFITS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,966	\$2,966	\$3,500
<p>This account includes the Township's share of employer-provided healthcare to the salaried employees of the Fire Department.</p>			
411.192 FICA (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$12,431	\$12,431	\$15,888
<p>This item represents the FICA tax paid by the Township for Fire salaries.</p>			
411.193 MEDICARE (EMPLOYER)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,907	\$2,907	\$3,716
<p>This account includes an appropriation for payments made toward Medicare coverage to Fire staff as required by law.</p>			
411.194 UNEMPLOYMENT COMPENSATION INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$862	\$862	\$900
<p>This item represents the Unemployment Compensation Insurance premium paid by the Township for the Fire Department.</p>			
411.195 WORKERS COMPENSATION INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$82,425	\$82,425	\$90,667
<p>This account covers the Worker's Compensation Insurance premium paid by the Fire Fund. This line item has been increased in 2023 due to higher claims' experience from past injuries.</p>			

411.197 NON-UNIFORM PENSION	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$24,000	\$24,000	\$28,500

This account represents the contribution to the pension fund for the paid fire employees from the Fire Fund. This has been increased in 2024 to account for the potential hire of a Fire Inspector.

411.231 FIRE COMPANY FUEL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$18,000	\$19,000	\$20,000

This account includes gasoline and diesel fuel for the Fire Department. It has been increased in 2024 due to higher fuel costs.

411.239 MISCELLANEOUS EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$15,000	\$70,000	\$25,000

This account includes costs such as maintenance and repair of vehicles used by the fire companies, as well mandatory training for firefighters that is not reimbursable from grants. Unforeseen vehicle repairs caused an overage in this account in 2023.

411.241 GENERAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$10,000	\$10,000	\$10,000

This account covers costs associated with consortium dues, required classes, certifications, report licensures, and uniforms for the Fire Department.

411.261 MAJOR EQUIPMENT	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$25,000	\$10,000	\$25,000

This account is budgeted for any unanticipated major repairs to fire equipment including engine and transmission repairs or pump failures.

411.280 COMPUTER EXPENSES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$6,000	\$6,000	\$6,000

This account includes cost for computer equipment and updates as needed for the Fire Department.

411.320 COMMUNICATIONS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,500	\$2,000	\$2,500

This account covers repairs and replacements to the radios and supporting equipment for the Fire Department. There are no known expenses in 2024, but the equipment is beginning to reach the age where repairs should be expected.

411.350 LIABILITY INSURANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$45,000	\$45,000	\$50,000

This account includes the premium paid to the self-insured liability insurance plan for the Fire Department. An increase has been budgeted due to an anticipated deficit in the fund in 2024.

411.360 UTILITIES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$15,000	\$17,000	\$20,000

This account includes utilities for the fire station including heat and electric. An increase has been budgeted due to anticipated increases in utility costs.

411.363 FIRE HYDRANTS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$118,000	\$118,000	\$118,000

This account covers operating and maintenance expenses for fire hydrants in the Township. This amount is projected to remain the same in 2024.

411.373 REPAIRS & MAINTENANCE (PUBLIC SAFETY BUILDING)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$5,000	\$3,000	\$10,000

This account includes an appropriation for unanticipated repair costs for the Public Safety Building behind the municipal building. In 2024, it is anticipated that the overhead doors will need to be serviced and the wiring harness replaced, which accounts for the budgeted increase.

411.375 VEHICLE EXPENSES (SHOP 84)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$2,500	\$10,000	\$10,000

This account represents equipment and service agreements needed to maintain the Fire Department's EVT Program. An increase has been budgeted in 2024 due to brackets and fabrication work needed on the apparatus.

411.500 RECRUITMENT AND RETENTION	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$150,000	\$150,000	\$150,000

The Fire Companies administer a financial incentive program aimed at recruiting and retaining volunteer firefighters. 2024 will be the third year of the program.

411.540 EDGEMONT FIRE COMPANY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$25,000	\$30,000	\$30,000

This account includes major expenditures required to maintain and repair Edgemont Fire Company. In 2024, these costs include general station repairs and access doors expected to be replaced in the first quarter.

411.541 PROGRESS FIRE COMPANY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$90,000	\$90,000	\$100,000

This account represents the contribution made by the Township to Progress Fire Company for operating and capital expenditures. In 2024, an increase from prior years in the contribution due to added volume of service calls is budgeted.

411.542 RESCUE FIRE COMPANY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$90,000	\$85,000	\$90,000

This account represents the contribution made by the Township to Rescue Fire Company for operating and capital expenditures.

411.665 STATION 32 DESIGN FEES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$500,000

This account includes an appropriation to finance the design, engineering, and construction management professional services for a new station for Progress Fire Company. Some of this expense is proposed to be defrayed by a Dauphin County Local Share Grant. If awarded, the Township's commitment to this expense will be approximately \$350,000. Land acquisition and construction costs will be appropriated in future fiscal years as warranted.

411.680 FIRE STUDY	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$75,000	\$48,000	\$10,000

This account includes appropriations to conduct a fire study and begin design of a new station for Progress Fire Company. The fire study and station design are the subjects of a Dauphin County Local Share Grant. It is anticipated the study will have concluded in 2023, but a small appropriation for encumbered expenses has been carried over to 2024.

FIRE - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$1,018,088	\$1,049,088	\$1,575,931

DEBT PRINCIPAL - 471

471.003 PUBLIC SAFETY BUILDING EXPANSION	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$75,400	\$75,400	\$77,400

This account includes debt principal on the bond issue for the Public Safety Building Expansion Project.

471.004 U.S. BANK FIRE APPARATUS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$303,963	\$303,963	\$312,320

This account includes debt principal for the bank loan taken out to fund the purchase of a new fire engine.

DEBT PRINCIPAL - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$379,363	\$379,363	\$389,720

DEBT INTEREST - 472

**472.003 PUBLIC SAFETY BUILDING
EXPANSION**

2023 BUDGET
\$19,967

2023 PROJECTED
\$19,967

2024 BUDGET
\$17,901

This account includes debt interest payments on the bond issue for the Public Safety Building Expansion Project.

472.004 U.S. BANK FIRE APPARATUS

2023 BUDGET
\$44,149

2023 PROJECTED
\$44,149

2024 BUDGET
\$35,792

This account includes debt interest payments for the bank loan taken out to fund the purchase of a new fire engine.

DEBT INTEREST - TOTAL

2023 BUDGET
\$64,116

2023 PROJECTED
\$64,116

2024 BUDGET
\$53,693

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FUND 30 - CAPITAL IMPROVEMENT FUND

ADMINISTRATION CAPITAL - 401			
401.750 ADMINISTRATION CAPITAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$50,000	\$0	\$50,000
<p>This item is to replace the Township’s accounting software with a module-based solution that can be scaled to accommodate future needs. This is a carry-over from 2023, as other priorities prevented this project from being implemented.</p>			
ADMINISTRATION CAPITAL - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$50,000	\$0	\$50,000
INFORMATION TECHNOLOGY CAPITAL - 407			
407.750 INFORMATION TECHNOLOGY CAPITAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$26,050	\$5,200	\$35,500
<p>This account includes appropriations to replace the main server used to support several Township applications. Additionally, the replacement of the data backup unit originally slated for 2023 has been rolled into 2024, which will provide for redundancy and security in the event of a hardware failure or data breach.</p>			
INFORMATION TECHNOLOGY CAPITAL - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$26,050	\$5,200	\$35,500
BUILDING AND GROUJNDS - 409			
409.720 FACILITY IMPROVEMENTS (NON-BUILDING)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$150,000
<p>This account is for non-building improvements on Township properties. In 2024, this includes the cost of constructing a sidewalk along Linglestown Road in front of the Township building. This project will extend the planned installation of sidewalk in front of Holtzman Elementary School.</p>			
409.730 FACILITY IMPROVEMENTS (BUILDING)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$0	\$200,000
<p>This account is for building improvements on Township properties. In 2024, this includes a \$200,000 appropriation to construct a storage facility with basic amenities at the Public Works Maintenance Garage at 1955 Elmerton Avenue. This is partially grant-funded from the Dauphin County Local Share (Gaming) Grant award in 2022.</p>			

409.750 BUILDING SECURITY UPGRADES	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$10,000
This account is to fund the installation of building security cameras and monitoring equipment at the Public Works Maintenance Garage at 1955 Elmerton Avenue.			
BUILDING AND GROUNDS - TOTAL	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$260,000
POLICE CAPITAL - 410			
410.740 POLICE VEHICLE EXPENSES	<u>2023 BUDGET</u> \$225,000	<u>2023 PROJECTED</u> \$275,000	<u>2024 BUDGET</u> \$140,000
Historically, the Township replaces four patrol vehicles per year; however, the Township acquired two additional vehicles in 2023, so only two vehicles are slated for replacement in 2024. This item includes the cost of vehicle acquisition and upfitting each vehicle with the necessary equipment for patrol.			
410.741 POLICE MVR EXPENSES	<u>2023 BUDGET</u> \$50,000	<u>2023 PROJECTED</u> \$50,000	<u>2024 BUDGET</u> \$0
The Police Department's Motor Vehicle Reporting system was due for a replacement to provide enhanced functionality and security.			
410.750 POLICE CAPITAL EQUIPMENT	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$0	<u>2024 BUDGET</u> \$50,000
This item is to begin the replacement of several body worn cameras for patrol officers. These will be at or near the end of their useful life in 2024, and replacing the hardware is necessary to keep them operational.			
POLICE CAPITAL - TOTAL	<u>2023 BUDGET</u> \$275,000	<u>2023 PROJECTED</u> \$325,000	<u>2024 BUDGET</u> \$190,000
HIGHWAY CAPITAL - 430			
430.370 HIGHWAY BUILDING REPAIR AND MAINTENANCE	<u>2023 BUDGET</u> \$125,000	<u>2023 PROJECTED</u> \$18,000	<u>2024 BUDGET</u> \$0
In 2023, this account was used for the installation of public water service to the Public Works Maintenance Garage. In 2024, no appropriation has been budgeted in this account. The planned construction of a new storage building was reassigned to 409.730.			

430.380 TRAFFIC SIGNAL CD EASEMENT AGREEMENT	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$70,000	\$0

This is a special purpose account specifically created to maintain funds held in escrow for a traffic signal improvement associated with the Susquehanna Union Green development project. It was released in 2023, and no further use of this account is anticipated.

430.740 HIGHWAY EQUIPMENT	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$185,000	\$0	\$100,000

This account is used to purchase equipment to support the Highway Division of the Public Works Department. This account includes the replacement of two trucks ordered in 2023 but will not be received until 2024. Finally, in 2024, the purchase of a new sign truck is included in this account, the lease of which will expire in 2024.

HIGHWAY CAPITAL - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$310,000	\$88,000	\$100,000

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FUND 31 - AMERICAN RESCUE PLAN ACT FUND

CAPITAL INVESTMENT/PHYSICAL PLANT - 401			
401.7000 CAPITAL INVEST/PHYS CHG (SOFTWARE)	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$46,240	<u>2024 BUDGET</u> \$0
In 2023, this account was used to replace four radios for the Public Safety Department. No amount is budgeted for 2024.			
401.750 CAPITAL INVEST/PHYS CHG (BUILDING)	<u>2023 BUDGET</u> \$275,000	<u>2023 PROJECTED</u> \$78,146	<u>2024 BUDGET</u> \$350,000
This account includes an appropriation to design and renovate the Police Department in the Administration Building. In 2023, the remainder of the building renovation project was assigned to this account. The Police Department renovation is a carryover from 2023.			
CAPITAL INVESTMENT/PHYSICAL PLANT - TOTAL	<u>2023 BUDGET</u> \$275,000	<u>2023 PROJECTED</u> \$124,386	<u>2024 BUDGET</u> \$350,000
REVENUE REPLACEMENT - 406			
406.1000 PROVISION OF GOVERNMENT SERVICE	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$2,603	<u>2024 BUDGET</u> \$0
This account is used to replace lost revenue as permitted by the American Rescue Plan Act.			
REVENUE REPLACEMENT - TOTAL	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$2,603	<u>2024 BUDGET</u> \$0
ADMINISTRATIVE SERVICES - 407			
407.1000 AMINISTRATIVE EXPENSES	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$11,250	<u>2024 BUDGET</u> \$11,250
This account is for the auditor hired by the Township for compliance and reporting of the assignment of funds provided by the American Rescue Plan Act. It is anticipated that 2024 will be the last year this service is required.			
ADMINISTRATIVE SERVICES – TOTAL	<u>2023 BUDGET</u> \$0	<u>2023 PROJECTED</u> \$11,250	<u>2024 BUDGET</u> \$11,250

POLICE & PUBLIC SAFETY - 410			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401.1000 POLICE ARPA BONUS	\$273,000	\$0	\$0
This account reflects a bonus paid to each of the Township's 42 sworn police officers from the American Rescue Plan Act Funding. The amount of the bonus is negotiated in the collective bargaining agreement. This amount was transferred into the General Fund for distribution in 2023.			
POLICE & PUBLIC SAFETY - TOTAL	\$273,000	\$0	\$0
HIGWAY GENERAL - 430			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
430.1000 STA ARPA BONUS	\$5,000	\$0	\$0
This account reflects a bonus paid to the Susquehanna Township Authority employees from the American Rescue Plan Act Funding. The amount of the bonus is negotiated in the collective bargaining agreement. This amount was transferred into the General Fund for distribution in 2023.			
430.740 HIGHWAY EQUIPMENT	\$350,000	\$0	\$0
This account includes half of the cost of the new equipment purchases for the Highway Division, including two new dump trucks and half the cost of a new street sweeper. This amount was transferred into the Capital Improvement Fund for appropriation in 2023 and 2024.			
HIGWAY GENERAL - TOTAL	\$355,000	\$0	\$0
INTERFUND OPERATING TRANSFERS - 492			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
492.110 TRANSFER TO GENERAL FUND	\$268,000	\$268,000	\$0
This account includes interfund transfers from the ARPA Fund (Fund 31) to the General Fund (Fund 01) for eligible expenditures under the American Rescue Plan Act. In 2023, this included transfers for bonus payouts to Police and Susquehanna Township Authority employees per the terms of their respective Collective Bargaining Agreements.			
492.120 TRANSFER TO CAPITAL IMPROVEMENT FUND	\$500,000	\$500,000	\$0

This account includes interfund transfers from the ARPA Fund (Fund 31) to the Capital Improvement Fund (Fund 30) for eligible expenditures under the American Rescue Plan Act.

493.0400 TRANSFER TO TRANSPORTATION IMPROVEMENT FUND	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$200,000	\$200,000	\$0

In 2023, this account included an appropriation to the Transportation Improvement Fund (Fund 32) to offset the cost of road improvements.

INTERFUND OPERATING TRANSFERS - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$968,000	\$968,000	\$0

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FUND 32 - TRANSPORTATION IMPROVEMENT FUND

ENGINEERING & DESIGN - 408			
408.314 ENGINEERING & DESIGN	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$100,000	\$64,250	\$75,000
<p>This account includes an appropriation for engineering, design, and permitting required for planned road projects. It is an estimate based on the anticipated volume of work planned for 2024.</p>			
ENGINEERING & DESIGN - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$100,000	\$64,250	\$75,000
ROAD CONSTRUCTION - 439			
439.310 RIGHT-OF-WAY ACQUISITION & APPRAISAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$25,000	\$1,000	\$5,000
<p>It is expected that some transportation improvements may require the Township purchase additional right-of-way. It is unknown at this time which, if any, projects in 2024 will require right-of-way acquisition, but a small amount has been appropriated if needed.</p>			
439.600 ROAD CONSTRUCTION	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$75,000	\$54,978	\$177,457
<p>This item is to fund a portion of construction of road improvements. In 2024, the Capital Improvement Program has prioritized projects to be funded using Liquid Fuels revenue; however, an appropriation for construction has been budgeted in Fund 32 for alternate bids to pave North 2nd Street, Pinecrest Drive, and North 6th Street in Ward I.</p>			
ROAD CONSTRUCTION - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$100,000	\$55,978	\$182,457

FUND 34 – DEVELOPERS RECREATION FUND

PARKS PLANNING & DESIGN - 408			
408.100 WEDGEWOOD MASTER PLAN	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$70,000	\$64,560	\$0
<p>This account includes the cost of a consultant to develop a Park Master Plan for Wedgewood Hills Park. The Park was acquired by the Susquehanna Township Authority and is planned for future recreation space. This project concluded in 2023, and no appropriation has been made for 2024.</p>			
408.110 PARK MASTER PLANNING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$250,000	\$0	\$249,265
<p>This account includes the cost of master planning for several Township parks including Margaret's Grove, Apple Creek, Plum Alley, Lot 16, and Veteran's Park. These projects are funded by a DCED Statewide Local Share Grant awarded in March 2023.</p>			
408.120 GREENWAY PLANNING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$80,000	\$65,000	\$14,906
<p>The Township received a grant from DCNR to develop a Comprehensive Bikeway, Pedestrian, and Greenway Plan. This account includes the cost of a consultant to assist in the development of the plan. The Township must match 50% of the grant award. The amount appropriated in 2024 will conclude this project.</p>			
451.313 ENGINEERING FEES	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$3,959	\$19,800
<p>This account is for engineering and design fees for park projects. In 2023, this account was used for an evaluation of a potential new park acquisition, and for the Edgemont Park ADA upgrade project. In 2024, this account includes an appropriation for the Latshmere Swim Club Property Feasibility Study currently underway. The study is funded almost entirely by a DCNR Peer-to-Peer Grant.</p>			
451.314 ENGINEERING FEES – BOYD PARK	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$0	\$8,560	\$0
<p>This account was used in 2023 for design fees for the Boyd Park development project. Because it is funded by several sources, there is a need to account for these costs separately from other park design projects.</p>			
PARKS PLANNING & DESIGN - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$400,000	\$142,079	\$264,171

PARKLAND DEVELOPMENT - 420

420.0100 PARK MAINTENANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$10,000	\$58,000	\$10,000

This account includes an appropriation to replace and standardize park entry signage. It is estimated that one to two park signs can be upgraded in 2024.

420.375 PARK TREE PLANTING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$79,000	\$0	\$79,000

This account includes the cost to plant park trees in Veteran’s Park, Crown Point Park, Edgemont Park, Beaufort Hunt Park, and McNaughton Park. In 2022, the Township applied for a TreeVitalize Grant with DCNR to fund 80% of the project cost, or \$63,200. The project was unable to be completed in 2023, so the plantings will be installed in the 2024 planting season.

420.XXX PARKS CAPITAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$843,142	\$307,146	\$2,633,924

This account covers park development projects. These development projects are split by park as required by accounting standards for grant administration. They are allocated as follows in 2024:

<u>ACCOUNT/PROJECT</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
410.00000 – GENERAL IMPROVEMENTS	\$11,422	\$0
420.00000 – CROWN POINT PARK	\$10,428	\$333,000
420.00010 – VETERAN’S PARK	\$65,004	\$0
420.00020 – BOYD PARK	\$8,585	\$435,924
420.00035 – STABLER PARK	\$35,505	\$5,000
420.00040 – EDGEMONT PARK	\$176,202	\$5,000
420.00060 – LOGAN FARM PARK	\$0	\$55,000
420.00065 – WEDGEWOOD HILLS PARK	\$0	\$1,800,000
TOTAL	\$307,146	\$2,633,924

PARKLAND DEVELOPMENT - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$932,142	\$307,146	\$2,633,924

FUND 35 - LIQUID FUELS FUND

SNOW & ICE CONTROL (SALT) - 432

432.220 SNOW & ICE CONTROL (SALT)	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$100,000	\$60,000	\$100,000

This account includes the purchase of road salt and treatment for winter operations on Township roads.

SNOW & ICE CONTROL - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$100,000	\$60,000	\$100,000

SIGNALS, SIGNS, AND MARKINGS - 433

433.245 STREET SIGNS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$20,000	\$20,000	\$25,000

This account includes the purchase of street signs where eligible to be purchased using Liquid Fuels revenue.

433.370 TRAFFIC SIGNAL MAINTENANCE	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$80,000	\$30,000	\$80,000

This account includes costs associated with the maintenance, repair, and replacement of Township traffic signals. The Township has a maintenance agreement with Atlantic Transportation Systems for traffic signals on state and local roads.

433.610 HIGHWAY PAVEMENT MARKINGS	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$70,000	\$40,000	\$60,000

This account includes the cost of adding thermoplastic pavement markings to Township roads.

SIGNALS, SIGNS, & MARKINGS- TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$170,000	\$90,000	\$165,000

STREET LIGHTING - 434

434.361 STREET LIGHTING	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$125,000	\$150,000	\$150,000

This account is used for operational expenses associated with Township streetlights once the revenue from the street light assessment is depleted.

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
STREET LIGHTING - TOTAL	\$125,000	\$150,000	\$150,000
MAJOR EQUIPMENT PURCHASES - 434			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
437.740 MAJOR EQUIPMENT PURCHASES	\$140,000	\$100,000	\$0
This account is to cover major equipment that is eligible for purchase using Liquid Fuels revenue. No eligible capital equipment purchases are planned for 2024.			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
MAJOR EQUIPMENT PURCHASES - TOTAL	\$140,000	\$100,000	\$0
MAINTENANCE AND REPAIR OF ROADS - 434			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
438.245 PUBLIC WORKS - HIGHWAY SUPPLIES	\$65,000	\$20,000	\$65,000
This account is used for materials and supplies that are eligible for purchase using Liquid Fuels revenue. This includes tar, propane, certain tools, thermoplastic pre-forms, and other eligible material costs.			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
438.250 GUIDERAIL REPAIRS	\$5,000	\$3,000	\$5,000
This account is used to purchase material needed to repair damaged guiderail around the Township.			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
438.370 LINE PAINTING	\$30,000	\$30,000	\$50,000
This account includes the cost of line striping for Township roads. In 2023, thermoplastic pavement markings were added to account 433.610.			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
438.500 MAINTENANCE & REPAIR (IN-HOUSE)	\$0	\$30,000	\$50,000
This account is used to purchase supplies for road repair, in-house paving, and pothole patching as needed.			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
MAINTENANCE AND REPAIR OF ROADS - TOTAL	\$100,000	\$83,000	\$170,000
ROAD CONSTRUCTION - 439			

439.610 ROAD CONSTRUCTION	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$800,000	\$830,515	\$1,038,995
<p>This account is to fund capital contracts for road construction. Specific projects identified in 2024 include Galen Road, Fox Hunt Road, and Deer Path Road. Each of these streets is planned for full-width repaving including base repair, mill, and overlay. Candidate projects have been identified in the Transportation Improvement Fund (Fund 32) if budget permits. Design, engineering, and right-of-way acquisition (if necessary) are budgeted in Fund 32.</p>			
ROAD CONSTRUCTION - TOTAL	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
	\$800,000	\$830,515	\$1,038,995

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EXPENDITURES SUMMARY

GENERAL FUND EXPENDITURE TOTALS			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
400 - Legislative Body	\$290,805	\$100,266	\$150,215
401 - Administration	\$378,314	\$354,904	\$384,548
402 - Finance Administration	\$254,210	\$238,052	\$264,629
403 - Tax Collection	\$17,000	\$16,394	\$17,000
404 - Solicitor/Legal Services	\$180,000	\$162,000	\$155,000
406 - Other General Government Admin.	\$15,000	\$5,400	\$15,000
407 - Data Processing	\$237,625	\$353,628	\$292,625
408 - Engineering	\$60,000	\$121,500	\$115,000
409 - General Government Buildings	\$108,820	\$93,100	\$81,280
410 - Police	\$7,792,275	\$9,487,783	\$8,807,476
411 - Fire	\$185,903	\$183,796	\$183,796
412 - Ambulance	\$100,000	\$90,700	\$100,000
413 - UCC & Code Enforcement	\$299,686	\$215,012	\$325,688
414 - Planning & Zoning	\$108,818	\$132,789	\$215,731
415 - Emergency Management	\$7,738	\$5,722	\$7,958
420 - Health & Human Services	\$148,250	\$130,192	140,368
429 - Wastewater Collection	\$839,426	\$806,533	\$925,072
430 - Highway (General)	\$1,873,983	\$1,601,413	\$2,051,083
433 - Traffic Control Devices	\$19,000	\$15,000	\$130,250
436 - Stormwater Management	\$578,259	\$618,727	\$694,045
437 - Highway Tools & Machinery	\$2,500	\$2,500	\$3,000
438 - Highway Roads & Bridges	\$5,000	\$3,500	\$5,000
451 - Culture & Recreation	\$710,571	\$666,087	\$803,835
455 - Shade Tree Commission	\$55,000	\$31,500	\$75,000
458 - Senior Citizen's Center	\$1,000	\$0	\$0
471 - Debt Principal	\$2,858,756	\$2,858,756	\$2,820,670
472 - Debt Interest	\$1,681,885	\$1,237,772	\$1,514,096
483 - Pension	\$2,268,340	\$2,268,406	\$2,314,984
484 - Worker's Compensation	\$0	\$221,000	\$227,630
486 - Insurance, Casualty, Surety	\$193,558	\$217,915	\$212,912
492 - Interfund Transfers Out	\$116,050	\$143,226	\$810,500
GENERAL FUND EXPENDITURES TOTAL	<u>2023 BUDGET</u> \$21,387,772	<u>2023 PROJECTED</u> \$22,383,573	<u>2024 BUDGET</u> \$23,844,391

STREET LIGHT FUND EXPENDITURES TOTAL			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
434 - Street Lighting	\$178,839	\$197,206	\$178,350
STREET LIGHT FUND EXPENDITURES TOTAL	<u>2023 BUDGET</u> \$178,839	<u>2023 PROJECTED</u> \$197,206	<u>2024 BUDGET</u> \$178,350

FIRE FUND EXPENDITURES TOTAL			
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	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
411 - Fire	\$1,018,088	\$1,049,088	\$1,575,931
417 - Debt Principal	\$369,363	\$379,363	\$389,720
417 - Debt Interest	\$64,116	\$64,116	\$53,693
FIRE FUND EXPENDITURES TOTAL	\$1,451,567	\$1,492,567	\$2,019,344

CAPITAL IMPROVEMENT FUND EXPENDITURES TOTAL

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401 - Administration Capital	\$50,000	\$0	\$50,000
407 - Information Technology Capital	\$26,050	\$5,200	\$35,500
409 - Building and Grounds	\$0	\$0	\$260,000
410 - Police Capital	\$275,000	\$325,000	\$190,000
430 - Highway Capital	\$310,000	\$0	\$100,000
CAPITAL IMPROVEMENT FUND EXPENDITURES TOTAL	\$661,050	\$330,200	\$635,500

AMERICAN RESCUE PLAN ACT FUND EXPENDITURES TOTAL

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
401 - Capital Investment/Physical Plant	\$275,000	\$124,386	\$350,000
406 - Revenue Replacement	\$0	\$2,603	\$0
407 - Administrative Services	\$0	\$11,250	\$11,250
410 - Police & Public Safety	\$273,000	\$0	\$0
430 - Highway General	\$355,000	\$0	\$0
493 - Interfund Operating Transfers	\$968,000	\$968,000	\$0
AMERICAN RESCUE PLAN ACT FUND EXPENDITURES TOTAL	\$1,871,000	\$1,106,239	\$361,250

TRANSPORTATION IMPROVEMENT FUND EXPENDITURES TOTAL

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
408 - Engineering & Design	\$100,000	\$64,250	\$75,000
439 - Road Construction	\$100,000	\$55,978	\$182,457
TRANSPORTATION IMPROVEMENT FUND EXPENDITURES TOTAL	\$200,000	\$120,228	\$257,457

DEVELOPERS RECREATION FUND EXPENDITURES TOTAL

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
408 - Parks Planning & Design	\$400,000	\$142,079	\$264,171
420 - Parkland Development	\$932,142	\$307,146	\$2,633,924
DEVELOPERS RECREATION FUND EXPENDITURES TOTAL	<u>2023 BUDGET</u> \$1,332,142	<u>2023 PROJECTED</u> \$449,225	<u>2024 BUDGET</u> \$2,898,095
LIQUID FUELS FUND EXPENDITURES TOTAL			
	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
432 - Snow & Ice Control (SALT)	\$100,000	\$60,000	\$100,000
433 - Signals, Signs, and Markings	\$170,000	\$90,000	\$165,000
434 - Street Lighting	\$125,000	\$150,000	\$150,000
437 - Major Equipment Purchases	\$140,000	\$100,000	\$0
438 - Maintenance and Repair of Roads	\$100,000	\$83,000	\$170,000
439 - Road Construction	\$800,000	\$830,515	\$1,038,995
LIQUID FUELS FUND EXPENDITURES TOTAL	<u>2023 BUDGET</u> \$1,435,000	<u>2023 PROJECTED</u> \$1,313,515	<u>2024 BUDGET</u> \$1,623,995

DRAFT

FEE RESOLUTION

RESOLUTION NO 23-R-XX

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SUSQUEHANNA, DAUPHIN COUNTY, PENNSYLVANIA; REESTABLISHING FEES TO BE CHARGED IN CONNECTION WITH THE ADMINISTRATION OF THE SUSQUEHANNA TOWNSHIP ZONING ORDINANCE; REESTABLISHING FEES IN CONNECTION WITH THE ADMINISTRATION OF THE SUSQUEHANNA TOWNSHIP BUILDING CODE; ESTABLISHING FEES FOR THE SUBMISSION AND REVIEW OF SUBDIVISION AND LAND DEVELOPMENT PLANS AND FOR THE INSPECTION OF IMPROVEMENTS REQUIRED TO BE CONSTRUCTED AS A PART OF A SUBDIVISION OR LAND DEVELOPMENT; ESTABLISHING FEES IN CONNECTION WITH THE ADMINISTRATION OF THE SUSQUEHANNA TOWNSHIP STORMWATER MANAGEMENT CODE; AND REESTABLISHING FEES FOR MISCELLANEOUS TOWNSHIP PERMITS, LICENSES, AND SERVICES.

WHEREAS, the Board of Commissioners of the Township of Susquehanna, Dauphin County, Pennsylvania is authorized by various Susquehanna Township Ordinances to establish a Fee Schedule, and;

WHEREAS, the Board of Commissioners of the Township of Susquehanna, Dauphin County, Pennsylvania is required to review plans and documents submitted by developers to determine compliance with applicable Township ordinances and regulations, including but not limited to the Township's Subdivision and Land Development Ordinance and Storm Water Management Ordinance; and

WHEREAS, Section 2020 of the First Class Township Code (the "Township Code") provides that no person may construct, open or dedicate any road or drainage facilities for public use unless the Board of Commissioners has reviewed and approved the plan; and

WHEREAS, the Township incurs costs in the review of plans proposing the installation of new streets and drainage facilities and documentation necessary to insure that the Township will obtain clear title to such facilities upon dedication; and

WHEREAS, the Township has enacted a Storm Water Management Ordinance in accordance with the authority of the Pennsylvania Storm Water Management Act; and

WHEREAS, the Township incurs costs in the administration of the Storm Water Management Ordinance; and

WHEREAS, the Township Engineer, Township Solicitor or other professional consultants retained by the Township perform technical reviews of such plans and documents at a cost to the Township; and

WHEREAS, the inspections of improvements required to be installed in subdivision or land developments may be done by the Township staff or by the Township Engineer or other professional consultants retained by the Township; and

WHEREAS, the Township Engineer or other professional consultants perform such inspections at a cost to the Township and when the Township staff performs such inspections, there is a cost to the Township

as that employee is not performing general municipal work which may benefit the entire Township but rather is providing services which benefit a particular developer; and

WHEREAS, the Township has enacted a Zoning Ordinance and the Pennsylvania Uniform Construction Code (the "PA UCC), and the Township incurs costs in the receipt of applications, issuance of permits, and inspection of construction authorized by such Ordinances; and

WHEREAS, the Board of Commissioners is authorized to adopt fees to be paid by applicants to reimburse the Township for expenses incurred in the processing of applications, the review of plans and documents, and for expenses incurred in the inspection of improvement; and

WHEREAS, the Township may impose fees for hearings before the Zoning Hearing Board; and

WHEREAS, the Township incurs costs in the publication of various documents and maps and in the provision of such publications and other services; and

WHEREAS, the Board of Commissioners desires to establish fees and costs for such inspections, publications and services.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Commissioners of the Township of Susquehanna, Dauphin County, Pennsylvania, that all fees are hereby fixed as follows:

Section I. Fees Established.

BUILDINGS (CHAPTER 4)

Vacant, foreclosed, and abandoned properties must be registered through PROCHAMPS; fee is paid online at time of registration.

<u>APPLICATION/ACTIVITY</u>	<u>FEE</u>
Semi-Annual Registration/Reregistration of Abandoned Real Property	\$300

CODE ENFORCEMENT, UNIFORM CONSTRUCTION CODE (CHAPTER 5)

Permit fees for building construction projects and other permit fees are collected to cover the costs of permit applications, plan review, the issuance of the permits, required onsite inspections, certificate of occupancies, code inspections, enforcement activities and other related fees. These fees for building construction are authorized pursuant to Section 501(A) of Pennsylvania Act 45 and any amendments adopted thereto from time to time. Fees listed in the building section are in addition to any applicable plumbing, electrical, and zoning fees. This fee schedule does not include the cost of electrical inspections by a Township approved third party electrical inspection agency.

<u>APPLICATION/ACTIVITY</u>	<u>FEE</u>
Building Permit Application Fee – A nonrefundable application fee is due at the time of permit application submittal for residential projects. The application fee shall be paid upon submission of the application for review; the remaining building permit fees shall be paid upon approval of the permit application, prior to issuance of the permit placard.	\$100
Building Permit Resubmittal Fee – In the event that a second plan submission is required prior to the issuance of a permit because the plan review comments have not been adequately addressed, if additional comments	\$50 -100 Residential \$10 50 Commercial

APPLICATION/ACTIVITY

FEE

are required to be generated, or any submission of modifications after the issuance of a permit a resubmittal fee is charged for the additional administrative work required to process and review each additional resubmission.

PA Building Code Education Fee - In addition to the fees set forth below, a state fee is charged on each permit issued as required by PA Act 36 of 2017 for Training of Code Officials and Construction Industry. **\$4.50**

Residential Work Classifications

DWELLINGS - Includes additions, attached garages, and finished basements; excludes unfinished basements, patio enclosures and decks. **\$0.40/s.f.**
- \$300 minimum

INDUSTRIALIZED AND MANUFACTURED HOUSING – These dwellings are exempt from PA UCC regulations; however, plan review, permitting, and inspections are required to determine code compliance for site preparation, foundation construction, utility connections, and verification of installation in accordance with ~~manufacture’s~~ manufacturer’s requirements. **1.5% cost/value**
- \$100 minimum

BASEMENT REFINISHING, PATIO ENCLOSURES, AND DECKS **\$0.25/s.f.**
- \$75 minimum

ACCESSORY STRUCTURES – Detached garages, sheds, carports, greenhouses, pole buildings, retaining walls greater than 4 feet high, fences greater than 6 feet high, swimming pool barriers, alternative energy, and all other applications that required PA UCC Building permits. **1.5% cost/value**
\$ - \$25 minimum

SWIMMING POOLS, SPAS, HOT TUBS

Above Ground Pool **\$100 each**

In Ground Pool **\$250 each**

Storable Pool – Greater than 24” Capacity **\$50 each**

Spas/Hot Tubs **\$75 each**

REMODELING/RENOVATIONS

1.5% cost/value
\$100 minimum

RESIDENTIAL RE-INSPECTION - First failed inspection (per permit) is free. Additional inspections made necessary by failure of the builder or contractor to have work ready for inspection after a request for inspection has been made, or failure of the builder or contractor to correct a previously noted deficiency, or inspections required in excess of those to be provided under the original fee. The re-inspection fee shall be paid to the Township prior to re-inspection. **\$50 each**

Non-residential Work Classifications - Includes Commercial, Hotels, Multi-family Residential, Office, Retail, Assembly, Industrial, Religious, Education, ~~Residential~~, Storage and other Non-Residential occupancies regulated by the International Building Code.

NEW CONSTRUCTION, ADDITIONS, TENANT FIT-OUTS, RENOVATIONS AND REMODELING - Does not include payment of the actual cost of third party inspectors designated by the Board of Commissioners. Fee schedules of third party inspectors shall be posted at **0.5% cost/value**
\$3500 minimum

APPLICATION/ACTIVITY**FEE**

the office responsible for issuing building permits and shall be available upon request.

Demolition

Entire structure \$100 each
 Interior demolition 1.5% cost/value

Electrical Permit - Fee only, a third party inspection agency must be utilized by the applicant to perform electrical inspections. Does not include PA State Fee. \$25

Plumbing

SANITARY SEWER

Sewer lateral - Connecting from [main cleanout](#) to house ~~\$1050~~
[Sewer lateral – Connecting from curb to main](#) \$100
 Reconstruction of sewer lateral \$50
 Disconnection of sewer (demolition) \$50

WATER SERVICE

Water lateral - Connecting from main to house \$50
 Each plumbing inspection \$25

COMMERCIAL PROJECT FEE

Contracts over \$10,000.00 add \$5/\$1,000

PLUMBING FIXTURES

Each individual fixture (new or replacement) \$5
 Fixture opening roughed for future use \$5/each
 Sewer ejector \$25
 Grease, oil, and blood interceptor \$25
 Sump pits \$5
 Hot water heater \$25
 Inspection per Dwelling Unit \$25
 Post Fixture Installation Inspection \$25
 Installation of new bath, powder room, and kitchen in old buildings \$25

Plumber's License

Master Plumber \$50
 Journeyman Plumber \$25

Signs

Wall sign, ground sign, roof sign, projecting signs 2.0% cost/value
 \$65 minimum

Certificate of Occupancy

APPLICATION/ACTIVITY

FEE

New Construction	\$50
Existing Structures	\$100
Duplicate or Replacement	\$25
Temporary Certificate of Occupancy Administration and Inspection Fee	\$150

Miscellaneous

DESIGN REVIEW COMMITTEE APPROVAL OF BUILDING PLANS – An application fee for the review of additional building elevations and site-related landscaping shall be required prior to the release of permits for building construction for projects requiring Design Review Committee Approval. [\\$100/200](#)

APPEAL OF BUILDING CODE OFFICIAL'S DECISIONS – Escrow includes the actual cost to the Township per the PA UCC. Does not include fees charged by Capital Region COG UCC Board of Appeals. \$500 escrow

INSPECTION FEES - Fees for services not listed will be charged by the hour with a minimum charge per hour. [\\$65_per hour/hr.](#)

APPEAL TO PROPERTY MAINTENANCE BOARD \$250

~~EXPEDITED PERMIT PROCESSING WORK WITHOUT PERMIT FEE~~ – If any person shall undertake any of the activities which require issuance of a permit under the Zoning Ordinance or the PA UCC prior to obtaining such permit, the [permit fee listed shall be doubled](#). ~~Applicant shall pay the permit fee set forth in the Fee Schedule, and shall in addition pay a fee to recover the increased administrative and inspection costs incurred by the Township as a result of the necessity to expedite processing of the untimely filed application, perform inspections, etc. This additional fee shall be equal to the permit fee established in this resolution.~~ Permit Fees Doubled

Building Permits Notes aAnd Qualifications

All fees in this section shall be rounded up to the nearest dollar.

Cost/Value means the reasonable costs, as determined by the Building Code Official, of all services, labor, materials, and use of equipment entering into and necessary to the prosecution and completion of the work. Cost/value shall be determined by referring to the current version of the appropriate R.S. Means “Square foot Costs” guide, not the actual builder’s expenditure.

Plan and Specification Requirements

2 copies of all plans should be submitted. If food service is provided, 3 copies of all plans shall be submitted. All commercial building plans and specifications must be stamped and sealed by a design professional licensed in the Commonwealth of Pennsylvania.

FIRE PREVENTION AND FIRE PROTECTION (CHAPTER 7)

APPLICATION/ACTIVITY

FEE

Annual Fire Safety Inspection	\$75/structure
Fire Incident Reports	\$15
Fire Alarms Fee - covers a 12-month period	
First 2 alarms	No charge

3rd alarm	\$50
4th alarm	\$100
5th alarm	\$200
6th alarm and above	\$300

Photos

3" x 5"	\$5
5" x 7"	\$10
8" x 10"	\$20
Photo Disc	\$25

GRADING AND EXCAVATION (CHAPTER 9)

~~Permits are required for any excavation, grading, or fill for areas over 25 cubic yards or 100 square feet of disturbance). Not including trenching for utilities, or if the work is being done for the purpose of immediate construction of a building or improvement for which a building permit has been issued, if, in the opinion of the Code Official evidenced, in writing, on such building permit, no hazard to property rights of the Township or adjoining land owners will be encountered or created by such excavation or fill. This fee is separate from any stormwater management permits.~~

Permits are required for any excavation, grading, or fill for areas over 25 cubic yards or 100 square feet of disturbance). Not including trenching for utilities, or if the work is being done for the purpose of immediate construction of a building or improvement for which a building permit has been issued, if, in the opinion of the Code Official evidenced, in writing, on such building permit, no hazard to property rights of the Township or adjoining land owners will be encountered or created by such excavation or fill. This fee is separate from any stormwater management permits.

APPLICATION/ACTIVITY

FEE

0 to 25 cubic yards OR 0 <u>to 100 square feet of disturbance</u>	No charge
26 to 100 cubic yards OR 101 to 1,000 square feet of disturbance	\$25
101 to 1,000 cubic yards OR 501-1,001 to 27,000 square feet of disturbance	\$50
Over 1,000 cubic yards OR over 27,000 square feet of disturbance	\$50 plus \$30/1,000 cu. yds. prorated

HEALTH AND SAFETY (CHAPTER 10)

Food Services Permits - Food Services Permits are issued by the Township for the retail sale, commercial and institutional service, and vending of food (this includes, but is not limited to restaurants, bars, schools, ~~day cares~~daycares, supermarkets, mobile food units, churches serving food more than 3 times per year, and licensed health care facilities). Should the site location require new construction or remodeling, the Susquehanna Township Health Officer is required to check plans and inspect the construction or remodeling. No person may operate a food establishment without having the food establishment inspected by the Health Officer and obtaining a permit. A permit may not be transferred from one person to another person, from one food establishment to another, or from one type of operation to another if the food operation changes from the type of operation.

APPLICATION/ACTIVITY

FEE

Public eating and drinking place	\$200 annually
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Itinerant public eating and drinking places - (daily or as provided) each day of operation	\$200 annually
Grocery Stores, Supermarkets	\$200 annually
Second Follow-up Inspection of Food Establishments	\$150
3 rd or subsequent follow-up inspection fee	\$300
Courtesy inspection fee	\$150

APPLICATION/ACTIVITY

FEE

Weed Control - The Property Maintenance Code authorizes the Township, to cause the removal mowing or destruction of weeds constituting a nuisance after giving five (5) days.

Prevailing cost from local landscaping contractor plus Admin Fee of 10% of such costs

Property Maintenance Board of Appeals – The Property Maintenance Code authorizes the Township to require an application fee for an appeal to the Property Maintenance Board of Appeals.

\$50

HOUSING (CHAPTER 11)

APPLICATION/ACTIVITY

FEE

Rooming House Permit - No person may operate a rooming house unless they holds a rooming house permit issued by the Code Enforcement Officer. No reduction in the fee shall be made for fractional yearly permits. The permit shall expire at the end of the calendar year in which it is issued and shall be renewed annually at the rate established for the initial permit fee. Rooming House Permits are non-transferable.

\$100 annually

Fire Escrow Fund - When there is fire damage to a property in the Township, the insuring agent shall transfer funds from the insurance proceeds to the designated Officer of the Township in the aggregate of \$2,000.00 for each \$15,000.00 of the claim and for each fraction of that amount of the claim.

\$2,000/\$15,000 of the claim

The funds collected by the Township will be paid to the property owner after repairs, removal or security costs to the property have been completed. This will be ascertained by inspection and approval of the Fire Marshal.

LICENSES AND PERMITS (CHAPTER 13)

APPLICATION/ACTIVITY

FEE

Amusement machines (~~coin-operated~~) - An annual license is required for machines operated as games of skill for amusement by patrons who pay money to use said machines in Susquehanna Township whether operated manually or by coins, tokens, slugs, pins, pegs, balls, electric batteries, electric current, or remote control Including, but are not limited to, pinball machines, electronically operated shuffleboard, bowling, video games, electronically operated tennis, billiards, games of skill, and other games of amusement. These games of amusement do not include any ~~coin-operated~~coin-operated musical devices nor any machine which dispenses tangible personal property.

\$200 annually per machine

Massage Establishments - No person shall operate a massage establishment in the Township of Susquehanna without first having obtained a massage establishment license from the Township Health Officer. The license shall be

displayed in a conspicuous place within the massage establishment in such manner that the same may be readily seen by persons upon entering the establishment. Licenses are non-transferable.

License filing fee for establishments, original application	\$250
Application of a new business submitted after July 1 shall pay half the fee	\$125
Annual Renewal	\$150 annually

[Massage Technician License](#) – No person shall engage in, conduct or carry on the practice of massage in the Township of Susquehanna without first having obtained a massage technician license from the Township Health Officer. **\$50**

Salvage Yards - No person shall engage in business or operate a salvage yard within the Township without first obtaining a license to operate. Licenses are non-transferable. **\$200**

Sexually Orientated Business – No person shall operate a sexually orientated business without first obtaining a license. Licenses are non-transferable. **\$500 annually**

Soliciting Permit - No person shall engage in any transient retail business within the Township of Susquehanna without first having obtained a license. Permit fee is for the time period indicated or portion thereof, not to exceed a maximum of one month:

One (1) day	\$50 per person
One (1) week	\$100 per person
One (1) month	\$200 per person

PARKS AND RECREATION (CHAPTER 16)

APPLICATION/ACTIVITY **FEE**

PAVILION RENTAL FEES

Refundable Security Deposit – Required for all rentals. The security deposit is returned as long as compliance with Township Ordinance §16-103, Facility Rules and Regulations is met and there is no excessive trash or damage to the facility or property. **\$100**

Resident Rate

<u>Hourly rate – Weekdays</u>	<u>\$20 per hour</u>
<u>Full Day rate - Weekdays</u>	<u>\$80 per day</u>
<u>Hourly rate – Weekends/Holidays</u>	<u>\$25 per hour</u>
<u>Full Day rate – Weekends/Holidays</u>	<u>\$100 per day</u>

Non-Resident

<u>Hourly rate – Weekdays</u>	<u>\$25 per hour</u>
<u>Full Day rate - Weekdays</u>	<u>\$100 per day</u>
<u>Hourly rate – Weekends</u>	<u>\$45 per hour</u>
<u>Full Day rate – Weekends</u>	<u>\$175 per day</u>

Veteran’s Park Kitchenette Rental **\$25**

In the event that police action is required at a rental the renter can be charged officer rate plus 25% per hour for a minimum of three hours per incident call.

FIELD RENTAL/LIGHT USE FEES

Baseball/Softball

<u>Field</u>	<u>\$35 per hour</u>
<u>Lights</u>	<u>\$25 per hour</u>
<u>League Play – Field</u>	<u>\$15 per game</u>
<u>League Play – Lights</u>	<u>\$19 per hour</u>
<u>Tournament Play - Field</u>	<u>\$500 per day</u>
<u>Tournament Play – Lights</u>	<u>\$25 per hour</u>

Soccer

<u>Field</u>	<u>\$25 per hour</u>
<u>Light</u>	<u>\$35 per hour</u>
<u>League Play – Field</u>	<u>\$18 per game</u>
<u>League Play – Lights</u>	<u>\$19 per hour</u>
<u>Tournament – Field</u>	<u>\$500 per day</u>
<u>Tournament - Lights</u>	<u>\$25 per hour</u>

FIELD LINING/PREPARATION FEES

Baseball/Softball

<u>Weekdays</u>	<u>\$35</u>
<u>Weekends/Holidays</u>	<u>\$50</u>

Baseball/Softball League Play

<u>Weekdays</u>	<u>\$25</u>
<u>Weekends/Holidays</u>	<u>\$50</u>

Soccer

<u>Initial Lining</u>	<u>\$160</u>
<u>Relining</u>	<u>\$50</u>

Township Athletic Association

<u>Baseball/Softball Fields</u>	<u>\$18 on weekdays</u>
	<u>\$40 weekends</u>
<u>Soccer Field Initial Lining</u>	<u>\$130</u>
<u>Relining</u>	<u>\$40 each</u>
<u>Light Use Fee</u>	<u>\$18 per hour</u>

COURT RENTAL FEES

<u>Basketball</u>	<u>\$25 per hour</u>
<u>Basketball Tournament Play</u>	<u>\$175 per day</u>
<u>Tennis/Pickleball</u>	<u>\$25 per hour</u>
<u>Tennis/Pickleball Tournament Play</u>	<u>\$175 per day</u>

DAY CAMP - 4-days a week Monday-Thursday from 9am to 4pm at Thomas Holtzman Elementary School. Price includes field trips and pool trips. Payment plans are available.

Resident \$155 per week

Non-Resident \$185 per week

PLAYGROUND PROGRAM - Program includes field trips and pool trips; participants are charged per trip. Must register for each week planning to attend. Program takes place at Stabler Park, Veterans Park, and Crown Point Park Monday - Friday 9am-12pm.

Resident \$10 per week

Non-Resident \$25 per week

OTHER FEES – This could include classes, sports camps, and event fees. The fee is dependent on the expense of the program and instructor costs. Varies

League Play – *more than 10 games scheduled per season*

Tournament Play – *more than 2 games scheduled per season*

Township Athletic Association - *the Susquehanna Township Baseball Association, Susquehanna Township Girls Softball Association, Susquehanna Soccer Club, and Susquehanna Township Midget Football Association*

POLICE

APPLICATION/ACTIVITY

FEE

Accident Reports

\$15

Criminal History Review

\$10

False Burglar and Fire Alarms - covers a 12-month period

First 2 alarms

No Fee

3rd and 4th alarms

\$50

5th through 9th alarms

\$100

10th through 15th alarms

\$500

15th through 20th alarms

\$750

Photos

3" x 5"

\$5

5" x 7"

\$10

8" x 10"

\$20

Photo Disc

\$25

Fingerprinting

Resident

\$25

Non-Resident

\$40

Handicap Parking Space Sign

Study for new sign

\$75

Installation of sign

\$150

Use of off-duty police

1.5 times base pay schedule plus 25%

SEWERS AND SEWAGE DISPOSAL (CHAPTER 18)

These fees are applied to the administrative costs incurred in the testing, permitting and inspection of on-lot sewage systems in the Township. Some of these services are charged whether or not a permit is issued and processed. These fees are to be charged to the applicant and made payable to Susquehanna Township. All designs for sewage systems must be completed by the applicant or their designated agent for review and approval by the Sewage Enforcement Officer. Fees presented do not cover any design work for the sewage system.

APPLICATION/ACTIVITY

FEE

Permit Application Fee

\$60/ea-

Soil Profile Description (probe)

\$105/ea-

Dig Perc Holes & Hole Preparation

\$85/per 6

Percolation Test (6 hole test)

\$560/ea-

Inspection Packages (for repairs or new installations)

Conventional gravity flow systems

\$200

Conventional systems requiring a pump

\$390

Alternate septic systems	\$390
Permitting Activities and Related Work, not covered by the above	\$105/hr. or fraction thereof
Planning Activities and Related Work, not covered by the above	\$105/hr. or fraction thereof
Investigative and Enforcement Activities, not covered by the above	\$105/hr. or fraction thereof
Annual Inspection Fees	\$105/hr. or fraction thereof
Other Soils Testing	
1 st Probe & 1 st Infiltration Test	\$460
Additional Probe & Infiltration Test	\$160
All Other Work, not specifically listed above	\$105/hr. or fraction thereof
<u>Escrow Fee</u>	
<u>Minor Repairs</u>	<u>\$500</u>
<u>Major Repairs/New System</u>	<u>\$1,500</u>

STORMWATER MANAGEMENT (CHAPTER 19)

Applications for all stormwater management (SWM) approval under the Township's Stormwater Management Ordinance shall pay a fee to cover the administrative cost for review of all stormwater management plans and documents and a fee shall be placed in escrow to cover professional consultant review costs. Any amount in the escrow funds ~~which that~~ exceeds the professional consultant review costs shall be returned to the applicant. If the amount in the escrow is not sufficient to meet all professional consultant review costs, the applicant shall be billed, therefore, and shall pay the amount due ~~with within~~ 30 days of such billing.

APPLICATION/ACTIVITY

FEE

Administrative Fee

SMALL PROJECTS - For projects adding between 1,000 and 5,000 square feet of new impervious area, the applicant must submit to the Township volume controls, a stormwater management site plan and report. \$250

REGULAR PROJECT - For projects adding more than 5,000 square feet of new impervious area, the applicant must submit to the Township rate controls, volume controls, a stormwater management site plan and report, and record drawings. \$500

Escrow Fee

Small projects	\$2,500
Regular project	\$5,000

GARBAGE AND REFUSE (CHAPTER 20)

The fees for collection and disposal of refuse shall be fixed by the Township collector, subject to the approval of the Township.

STREETS AND SIDEWALKS (CHAPTER 21)

A permit is required to make any opening or cut in any public street or right-of-way or excavation in, for or under any street, alley or thoroughfare or to develop, construct or install any sidewalk, curb, utility, sewer, water or gas lines in the Township right-of-way. A permit is required for the erection or replacement of utility poles, whether within the cartway or with-within the area of dedication of any street, alley or thoroughfare.

APPLICATION/ACTIVITY

FEE

Street cut permit - Street cut is performed on a Township street or in the Township right-of-way. Fee includes first inspection; subsequent inspections will be billed as noted below. Linear distances shall be measured to the nearest foot.

Surface (Street) openings (first 100 linear feet)	\$140 <u>\$150</u>
Each additional 100 linear feet <u>or fraction thereof</u>	\$75
Surface openings of less than 36 square feet (or each portion <u>fraction</u> thereof)	\$14 <u>\$50</u>
Each additional 36 square feet <u>of fraction thereof</u>	\$75
Non-pavement <u>Shoulder</u> area in right-of-way	\$115

Degradation Fees – Additional Fees are required to open a street where the pavement surface is less than 5 years old. The following fees shall be assessed based on the estimated quantities at the time of permit issuance and reconciled based on actual field measurements after construction is completed.

<u>1st year (pavement surface is less than 366 days old)</u>	<u>\$200 per square yard</u>
<u>2nd year</u>	<u>\$175 per square yard</u>
<u>3rd year</u>	<u>\$150 per square yard</u>
<u>4th year</u>	<u>\$125 per square yard</u>
<u>5th year</u>	<u>\$100 per square yard</u>

Utility poles (up to 5 poles) - A permit is required for the erection or replacement of utility poles, whether within the cartway or with-within the area of dedication of any street, alley or thoroughfare, Any utility pole changes related to the installation of small wireless communication facilities must be submitted in conjunction with, and following the additional shall be filed in conjunction with all other applicable permits required for the installation of a small wireless communication facility.

Utility pole permit (up to 5 poles)	\$25 <u>\$50</u>
Each additional pole over 5	\$1 <u>\$5</u> per pole

Extension of time for permit \$50

Second Follow-up or subsequent inspections (each) ~~\$65~~ \$100

Penalty – Working without a Permit (per occurrence) \$500

Bond required - Prior to obtaining a permit, the applicant, ~~therefor~~ therefore shall deposit with the Township financial security or bond in the amount determined by the Township Engineer sufficient to cover the cost of restoration of all curb cuts and all streets, thoroughfare ways, cuts or openings and other costs of improvements or restoration of any property disturbed. Equal to 120% of the cost of completion of work and restoration

SUBDIVISION AND LAND DEVELOPMENT PLAN APPLICATION AND REVIEW FEES (CHAPTER 22)

Applications for all subdivision and land development plans shall pay a fee to cover the administrative cost for review of all sketch, minor, preliminary, and final subdivision and land development plans and a fee to be placed in escrow to cover professional consultant review costs of all sketch, minor, preliminary, and final subdivision and land development plans. The preliminary and final plan filing fees shall consist of two (2) parts, namely, a basic fee and a

lot and/or unit of occupancy fee. The basic fee covers the cost of the initial lot (remaining acreage) or unit of occupancy based upon the type of development involved. The lot fee is charged towards each additional proposed unit and/or each existing lot which received additional area. The unit of occupancy fee is charged for each proposed unit of occupancy in excess of one (1) unit per lot. The filing fee shall be used to reimburse the Township for its administrative expenses in connection with the processing of the application, including but not limited to receipt, transmittal and storage of plans and reports, postage, and similar expenses. An additional filing fee for projects needing Design Review Committee review and approval will also be required to be paid at time of application. This filing fee shall be used to reimburse the Township for its administrative expenses incurred during the design review process.

Fees and Escrow Payable with Application. All filing fees and any required escrow deposit must be submitted to the Township with plan applications, as two separate checks. Plan applications shall not be accepted without fees and required escrow deposits, and neither the Susquehanna Township Design Review Committee, Planning Commission, nor the Susquehanna Township Board of Commissioners shall take action on a plan application submitted without a fee and, if required, an escrow deposit. The fees imposed by this Resolution are in addition to any fees imposed by the Dauphin County Planning Commission pursuant to Section 502 of the Pennsylvania Municipalities Planning Code for its review of plans or by any municipal authority or public utility as established by such authority or utility for review of plans showing improvements, extensions, or connections to the authority's or the utility's facilities. All fees and, if required, escrow deposits shall be paid by check or money order drawn to Susquehanna Township.

APPLICATION/ACTIVITY

FEE

Sketch Plan - An informal plan indicating salient existing features of a tract and its surroundings and the general layout of a proposed subdivision or land development. Review meetings extending beyond one hour will be billed to the applicant at prevailing hourly rates plus 20% administrative charge. **\$350**

Minor Subdivision and Land Development - When six or fewer lots are proposed to be subdivided or land is being transferred to be combined with an existing lot. **\$500**

Preliminary or Final Subdivision/Land Development Plan Residential - Fees do not include the amount for planning module, Susquehanna Township Municipal Authority, or Dauphin County Planning Commission fees. Combined preliminary and final plan submissions shall include applicable fees for both a preliminary and a final plan. Only one escrow will be collected. **\$500 application fee plus \$25 per lot or unit of occupancy**

Preliminary or Final Subdivision/Land Development Plan Non-Residential - Fees do not include the amount for planning module, Susquehanna Township Municipal Authority, or Dauphin County Planning Commission fees. Combined preliminary and final plan submissions shall include applicable fees for both a preliminary and a final plan. Only one escrow will be collected. **\$500 application fee plus \$25 per acre of disturbed land**

Preliminary or Final Subdivision/Land Development Plan Mixed-Use - Fees do not include the amount for planning module, Susquehanna Township Municipal Authority, or Dauphin County Planning Commission fees. Combined preliminary and final plan submissions shall include applicable fees for both a preliminary and a final plan. Only one escrow will be collected. **\$500 application fee plus \$25 per residential lot or residential unit of occupancy and \$25 per acre of non-residential disturbed land; any structure containing both a residential and non-residential use shall be charged based on the residential fee, and the associated disturbance shall be netted out of the calculation**

	of the amount of non-residential land disturbed
Time Extension - If an extension of time shall been provided more than twice in one year from the original date of filing, a refiling fee is required.	50% of the first fee

Design Review Committee	\$100 application fee
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Waiver/Modification Requests

Waiver/modification of a specific ordinance requirement	\$100 each
Waiver request to defer plan approval to an adjoining municipality	\$100

Planning Module Components

Non-Building Waiver or Planning Exception

Public sewer system forms	\$50
On-lot septic system forms	\$150

Recreation Fee - When certain land is determined to be unsuitable for recreation development or the developer is unable to dedicate land for such use, a fee in lieu of land dedication shall be assessed. \$3,000 per dwelling unit

Escrow Fund - Posting of escrow for reimbursement of Township expenses in processing subdivision and land development and other applications is required. Each applicant shall deposit with the Township a sum in the amount as set forth below at the time of filing an application for approval of a subdivision or land development plan, a storm water management plan, a request to transfer a liquor license and an appeal under local agency law. The escrow fund shall be used to reimburse the Township for all engineering, design review, inspection, and legal fees incurred in the review of the plan, inspection of improvements, preparation and recording of any appropriate deeds or documents, the appearance fee for the stenographer, and any other expense which the Township may incur in connection with the processing of the application and development of the property. The Township shall be irrevocably authorized to withdraw from time to time any monies deposited in the Escrow Fund by the applicant/developer in order to pay expenses and fees incurred by the Township. At such point as the Escrow Fund has been reduced to one-half of the amount posted by the applicant at the time of filing the application or less as a result of withdrawals as herein provided, then, and in that event, and at the time, the Township shall bill the applicant/developer an amount sufficient to restore the Escrow Fund to the original sum. In the event the Escrow Fund is insufficient at any time to pay such costs the Township shall bill applicant/developer for the actual or anticipated additional costs. In the event the Escrow Fund is in excess of the Township's costs, The Township shall refund such excess monies, without interest, to the developer upon completion of the development of the property. All outstanding fees shall be paid by the developer prior to the plan being provided to the developer for recordation or being recorded by Susquehanna Township.

Escrow Fund Amount

Sketch Plan Review	\$500
Minor Subdivision & Land Development	\$2,500
Preliminary or Final Subdivision/Land Development Plan Residential	\$5,000 + \$100 per lot or unit of occupancy; maximum- \$10,000
Preliminary or Final Subdivision/Land Development Plan Non-Residential	\$5,000 + \$100 per acre of disturbed land; maximum- \$10,000

ZONING REVIEW/ADMINISTRATION AND HEARING FEES (CHAPTER 27)

Applications for zoning permits for the construction and use of new and existing structures, building permits requiring zoning review, Compliance Letters, Certificates of Non-Conformance, appeals to the Zoning Hearing Board, map amendment petitions, zoning ordinance text amendment petitions, and similar services shall pay a fee to cover the compliance review, administrative costs, public notice and public advertising as applicable under the Township’s Code of Ordinances, Zoning Ordinance and the PA Municipalities Planning Code, Act 247. The fees for zoning related services and activities shall be paid according to the following schedule:

<u>APPLICATION/ACTIVITY</u>	<u>FEE</u>
Zoning Hearing Board	
Special Exception Application, Interpretation or Appeal	\$650
Variance Request	\$650
Validity Challenge of a Zoning Ordinance	\$1,000
Board of Commissioners	
Rezoning	\$1,000 fee + \$1,000 escrow
Text Amendment	\$1,000 + \$1,000 escrow
Curative Amendments	\$1,000 + \$1,000 escrow
Each Additional Hearing Request - Fee for each subsequent conditional use, special exception or variance hearings, or petitions for text amendments, and map amendments to cover administrative costs and any applicable public notifications.	\$350
<p>The Township shall keep a stenographic record of curative amendment and zoning hearing board hearings. In addition to the above fees to be paid at the time the application or appeal is filed, applicants and appellants shall, upon receipt of an invoice from the Township, reimburse the Township for one half of the court reporter's appearance fee attributable to the application or appeal. Transcripts, and copies of graphic or written material received into evidence shall be available to any party at cost. In the event that a transcript is requested by the Board of Commissioners, the Zoning Hearing Board, or any other party, the applicant shall pay all costs of the transcription of the hearing, and the Board shall be provided with an original, and a copy of the transcript. The Township's invoice shall be payable within thirty (30) days of receipt or upon the issuance of any permit authorized by the decision of the Zoning Hearing Board.</p>	
Zoning Officer Correspondence	
Zoning Verification Letter	\$50
Request for Determination	\$200
Zoning Permit	
<u>Residential Application</u> First \$2,000 of cost/value* of construction	\$25 <u>\$75</u>
<u>Commercial Application</u> Each additional \$1,000 of cost/value of construction or portion thereof	\$10 <u>\$250</u>
<u>Zoning Use Permit – change of use</u>	<u>\$50</u>
Zoning Permit – Temporary (use not to exceed 30 days)	\$25 <u>\$50</u>
Fireworks Tent (inspected by Fire Marshal)	\$50 <u>\$100</u>
<u>WORK WITHOUT PERMIT Expedited Fee</u> EE – If any person shall undertake any of the activities which require issuance of a permit under the	Double the cost of the Zoning Permit

Zoning Ordinance or the PA UCC prior to obtaining such permit, the permit fee listed shall be doubled Applicant shall pay the permit fee set forth in the Fee Schedule, and shall in addition pay a fee to recover the increased administrative and inspection costs incurred by the Township as a result of the necessity to expedite processing of the untimely filed application, perform inspections, etc. This additional fee shall be equal to the permit fee established in this resolution.

*~~*Cost/Value means the reasonable costs, as determined by the Building Code Official, of all services, labor, materials, and use of equipment entering into and necessary to the prosecution and completion of the work. Cost/value shall be determined by referring to the current version of the appropriate R.S. Means "Square foot Costs" guide, not the actual builder's expenditure.~~*

WIRELESS COMMUNICATION FACILITIES (WCF)

WIRELESS COMMUNICATION FACILITIES

FEE

ApplicationsAPPLICATION/ACTIVITY

<u>Collocated WCF</u>	\$1,000
<u>Small WCF (Collocated)</u>	\$500 for up to five (5) Small WCFs in single application, \$100 for each Small WCF thereafter in the same application.
<u>Small WCF (Requiring new or replacement Wireless Support Structure)</u>	\$1,000
<u>Tower Based WCF</u>	\$2,500
<u>Annual Fees</u>	
<u>Right of Way Use Fee (per WCF in the ROW)</u>	\$270
<u>Tower-Based WCF</u>	\$1,000
 <u>Collocated WCF</u>	 \$500 for up to five (5) Small WCFs in a single application, \$100 for each Small WCF thereafter in the same application.
<u>Small WCF (Collocated)</u>	\$1,000
<u>Small WCF (Requiring new or replacement Wireless Support Structure)</u>	\$2,500
<u>Annual Right-of-Way Use Fee (per WCF in the ROW)</u>	\$270

ADMINISTRATIVE & MISCELLANEOUS FEES

ADMINISTRATIVE & MISCELLANEOUS FEES

APPLICATION/ACTIVITY

FEE

Fuel - Surcharge is not applicable to Susquehanna Township School District, Fire Companies, and Susquehanna Township EMS \$0.15/gal surcharge

Lien

Imposition Fee	\$300 per transaction
Satisfaction Fee – fee covers cost of legal services and filling fees	\$300 per transaction

Grass and Vegetation Trimming, Removal and Cleanup - Fee amount equal to 150% of the current highest labor cost in the department to cover wages, overhead, supervision. In addition, there will be a cost for the use of equipment (based on the current rental rates in the market placed). There will also be a charge for materials used.

Township Solicitor’s Fees	\$250/hr.
Return Check Fee	\$325
Treasurer Tax Certifications	\$25/certification

Liquor License Transfer \$1,000

Each request for approval for an intermunicipal liquor license transfer or issuance of a liquor license for economic development shall be accompanied by a fee to cover administrative costs associated with the hearing on the request. A stenographic record of the proceedings shall be kept. The appearance fee for a stenographer shall be borne or reimbursed to the township entirely by the person or entity requesting approval. The cost of the original transcript shall be paid by the township if the transcript is ordered by the township or shall be paid by the person or entity appealing from the decision of the township if such appeal is made, and in either event the cost of additional copies shall be paid by the person or entity requesting such copy or copies. In all other cases, the party requesting the original transcript shall bear the cost thereof.

Ordinances & Maps

Maps - Street and Zoning	\$1025
Comprehensive Plan	\$45 + postage
Zoning Ordinance	\$25 + postage
Subdivision and Land Development Ordinance	\$25 + postage
All other ordinances	Per copy + postage
CD or DVD (with files)	\$25

Documents

Copies	0.25/copy
Certified copies	\$5/document
Document research and retrieval	Actual hourly plus burden

Section 2. Payment of Fee in Lieu of Dedication. A developer who will pay a fee in lieu of dedication of park and recreational land shall pay the fee in lieu of dedication in full before the Township will execute the Final Plan to enable its recording.

Section 3. Reimbursement of Costs for Acceptance of Dedication of Park and Recreation Land. If developer shall dedicate park and recreational land to the Township, developer shall, at developer’s sole cost and expense, provide the Township with a legal description of the land, a plot plan of the land, and a title search. The Township Solicitor, at developer’s cost, will prepare the Deed of Dedication and any necessary mortgage releases or other documents. Developer shall transfer good and marketable title to the park and recreation land to the Township. Developer’s financial security shall not be finally released until developer has transferred all park and recreation land to the Township. Developer shall pay all recording costs and other incidental costs associated with the transfer and shall,

if requested by the Township, pay any costs necessary to construct and install a sign identifying the land as park and recreation land open to the general public.

Section 4. Reimbursement of Costs for Acceptance of Dedication of Street. If developer shall dedicate streets to the Township, developer shall, at developer's sole cost and expense, provide the Township with ~~four (4) copies of~~ the recorded subdivision plan showing the street(s) to be dedicated; a copy of the recorded deed for the development (or portion thereof, which includes the street(s) to be dedicated) reflecting the current owner, previous owner, date of deed, and recording reference; a legal description for each street; the name and address of the legal owner(s) of the land to be dedicated; total centerline length of each street; the beginning and ending points for each street; right-of-way width and cartway width for each street; a current title search or title binder; as-built drawings; and releases for any mortgages affecting the street(s). The Township Solicitor, at the developer's cost, will prepare the required documentation to effect acceptance by the Township. ~~Developer~~ The developer shall pay all recording costs and other incidental costs associated with the transfer.

Section 5. Reimbursement for Plan and Document Review Expenses. Applicants shall reimburse the Township for all reasonable and necessary charges incurred by the Township's professional consultants, including but not limited to the Township Engineer and the Township Solicitor, for the review and any report or reports to the Township on an applicant's application, plans, supporting data, proposed agreements relating to the maintenance of improvements or open space, financial security, and similar matters if any, in connection with subdivisions and land developments, public street plans, and storm water management applications. Applicants shall reimburse the Township for all reasonable and necessary charges incurred by the Township's professional consultants, including, but not limited to, the Township Engineer, the Township Planning Consultant, and the Township Solicitor. Such review fee shall be the actual fees charged by the Township Engineer, Township Planning Consultant, Township Solicitor, or other professional consultant for the services performed. The current fee schedules of the Township Engineer and the Township Solicitor are available upon request. The filing of a plan or application under the Susquehanna Township Subdivision and Land Development Ordinance, Storm Water Management Ordinance, or other governing ordinance and/or Section ~~2067~~ of the Township Code shall constitute an implied agreement by the applicant to pay such expenses.

Section 6. Reimbursement for Inspection of Improvements when such Inspection is Performed by the Township Engineer or other Professional Consultant. Developers shall reimburse the Township for all reasonable and necessary charges incurred by the Township's professional consultants or the Township Engineer for inspection of the improvements required to be constructed under the Subdivision and Land Development Ordinance or the Storm Water Management Ordinance and any report or reports to the Township thereon. Such inspection fees shall be the actual fees charged by the Township Engineer or other professional consultant for the services performed. The current fee schedule of the Township Engineer is available upon request.

Section 7. Reimbursement for Inspection of Improvements when such Inspection is Performed by Township Personnel. In some circumstances, inspection of improvements may be performed by personnel employed by the Township. If the inspection is performed by Township personnel, developers shall reimburse the Township for all reasonable and necessary charges incurred by the Township for inspection of the improvements required to be constructed under the Storm Water Management Ordinance or the Subdivision and Land Development Ordinance and any report or reports to the Township thereon. When the inspection is performed by Township personnel, the fee shall be the hourly cost to the Township of employee performing the services (hourly wages plus costs of fringe benefits) for each hour or portion thereof. A minimum charge of ~~Sixty-Seveny-five~~ (6075.00) Dollars per hour per person will be billed for the first hour or any portion thereof. Any time in excess of one (1) hour shall be billed at the same rate on a proportional basis. This charge shall be revised from time to time to reflect changes in the costs to the Township of utilizing its personnel to perform such inspections.

~~Section 8. Resolution of Fee Disputes. In the event the developer disputes the amount of any such plan review or inspection fees or expenses, the developer shall, within ten (10) days of the billing date, notify, in writing, the~~

~~Township Secretary that such fees are disputed as unreasonable or unnecessary, in which case the Township shall not delay or disapprove a subdivision or land development application or any approval or permit related to development due to the developer's dispute of the fees. Disputes shall be resolved as follows:~~

- ~~1. If within twenty (20) days of the date of billing, the Township and the developer cannot agree on the amount or the expenses which are reasonable and necessary, then the Township and the developer shall jointly, by mutual agreement, appoint another professional consultant of the same profession or discipline as the professional consultant of the Township whose fees are being disputed to review such charges and expenses and make a determination as to the amount thereof which is reasonable and necessary.~~
- ~~2. The professional consultant so appointed shall hear such evidence and review such documentation as the professional consultant in his or her sole opinion deems necessary and render a decision within fifty (50) days of the billing date. The developer shall pay the entire amount determined in the decision immediately.~~
- ~~3. The fee of the professional consultant for determining the reasonable and necessary expenses shall be paid by the developer if the amount of payment required in the decision is equal to or greater than the original bill. If the amount of payment required is less than the original bill by One Thousand (\$1,000.00) Dollars or more, the Township shall pay the fee of the professional consultant. In all other situations the Township and the developer shall each pay one half (1/2) the fee of the professional consultant.~~
- ~~4. If the Township and the developer cannot agree upon the professional consultant to be appointed, the professional consultant shall be selected in the manner provided in Article V of the Pennsylvania Municipalities Planning Code.~~

Section ~~98~~. Additional Expenses. All expenses incurred by the Township prior to street dedication for the installation, maintenance or operation of street signs, traffic control signs, traffic control lights, street lights and any other signs or lights which are necessitated by the developer's land development or subdivision shall be charged to and paid by the developer. A charge for Township personnel shall be billed to the developer for the costs of installing traffic control signs or performing other services for the development in accordance with Section ~~41~~ 6 above. The actual cost of all supplies and equipment, including signs, poles and other materials shall be paid by the developer. If the Township is required to provide snow removal service on a street not accepted by the Township, the developer shall be charged the reasonable and customary commercial rate for such service plus the actual cost of all materials used. Hourly (1 hour minimum billing) rates are as follows. Such rates shall also be applicable if Township personnel and equipment is needed to remedy any property maintenance violation that is not remedied within a specified period of time after required notice is provided.

1 Supervisor/Inspector	\$675.00	6 Backhoe with Operator	\$92.00
2 General Laborer	\$450.00	7 Loader with Operator	\$92.00
3 Single Axle Truck with Operator	\$77.00	8 Mower with Operator	\$65.00
4 Tandem Axle Truck with Operator	\$88.00	9 Other fees by quote	
5 Truck with Snow Plow & Operator	\$95.00		

All expenses incurred by the Township utilizing Township owned equipment in good mechanical condition, complete with all required attachments shall follow the current Federal Emergency Management Act (FEMA) Equipment Rate Schedule. Each rate covers all costs eligible under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121, et seq., for ownership and operation of equipment, including depreciation, overhead, all maintenance, field repairs, fuel, lubricants, tires, OSHA equipment and other costs incidental to operation. Labor costs of the operator are not included in the rates.

Section ~~409~~. Fees for Use of Township Meeting Rooms. The following fees shall be imposed for use of the noted Township meeting rooms and shall be made payable upon reservation of the facility:

	<u>Class A</u>	<u>Class B</u>
Township Meeting Rooms	No charge	\$50.00 per hour
Refundable Security Deposit	No charge	\$250.00 per use or event

No charge or payment of the applicable fee and security deposit shall in no way absolve the renter of liability for the cost to repair damages in excess of the security deposit. Fees to repair damages shall be assessed at the actual cost of the repair(s).

1. Class A shall be defined as a Susquehanna Township related entity, other governmental unit with the sponsorship of the Township, a resident or group of residents of Susquehanna Township, or a not-for-profit entity or civic association and that the event not be for a commercial, religious, political, or profit related purpose.

2. Class B shall be defined as all others.

Regardless of class, all entities shall provide the Township with a Certificate of Liability Insurance noting Susquehanna Township is an additional insured with respect to general liability.

Section ~~140~~ 140. Payment Dates and Penalties for Late Payment. All invoices for reimbursement of costs and fees forwarded by the Township shall be paid in full within thirty (30) days of the date of the invoice. If any invoice is not paid in full within thirty (30) days of the date of invoice, interest equal to ten (10%) per annum shall be assessed and shall accrue on the amount of the invoice from the due date. No notice prior to the assessment or imposition of interest shall be required. Any delinquent account shall be subject to collection fees including all costs of mailing notices of the delinquency and reasonable attorneys' fees incurred in the collection of the delinquency. An account shall be considered delinquent when payment in full on the balance has not been received within thirty (30) days of the date of the bill. Payment on a delinquent account shall be credited as follows: (1) Collection fees and costs; (2) Interest; (3) Past-due invoices; and (4) Current invoice.

Section ~~121~~ 121. Refunds. No part of a fee established by Resolution is refundable except unspent escrow funds and any noted refundable deposits.

Section ~~132~~ 132. Revision of Fee Schedule. The Board of Commissioners reserves the right to revise the fees in this Resolution at any time by Resolution.

Section ~~143~~ 143. Severability. The provisions of this Resolution are severable, and if any section, sentence, clause, part or provision hereof shall be held to be illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Resolution. It is hereby declared to be the intent of the Board of Commissioners that this Resolution would have been adopted if such illegal, invalid, or unconstitutional section, sentence, clause, part or provision had not been included herein.

Section 154. Effective Date. This Resolution shall take effect and be in force immediately as provided by law unless otherwise noted within this Resolution.

DULY ADOPTED the 814th-day of December, 20223, by the Board of Commissioners of the Township of Susquehanna, Dauphin County, Pennsylvania, in lawful session duly assembled.

ATTEST:

TOWNSHIP OF SUSQUEHANNA

David Pribulka
Secretary/Manager

Frank Lynch
President