



**HATFIELD TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING
January 27, 2021
7:30 PM**

AGENDA

I. CALL TO ORDER

II. ROLL CALL

- COMMISSIONER PRESIDENT ZIPFEL
- COMMISSIONER VICE PRESIDENT RODGERS
- COMMISSIONER ANDRIS
- COMMISSIONER LEES
- COMMISSIONER ZIMMERMAN

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF AGENDA

V. CONSENT ITEMS

- 1. Board of Commissioners Regular Meeting** – December 16, 2020
- 2. Board of Commissioners Workshop Meeting** – January 13, 2021
- 3. Treasurer's Report** –
- 4. Bills Payable:**
 - A. Paid Bills – \$65,321.80
 - B. Unpaid Bills – \$359,284.11

VI. CITIZENS' COMMENTS -- AGENDA ITEMS ONLY

Attention: Board of Commissioner Meetings are Video Recorded
All comments made at the podium. Please state your name and address for the record.
Comments are guided by Resolution #10-10.

VII. Happy 100th Birthday Recognition to Hatfield Resident Anna Feingold

VIII. ACTION ITEMS

1. Monaravi Corp., N. Broad Street, Land Development Discussion
Resolution #21-02
Motion for Approval
2. Richmond Road – Parking Restriction
Ordinance #695
Motion for Approval
3. 1285 Moyer Road – Condemnation
Resolution #21-03
Motion for Approval
4. 1285 Moyer Road – Agreement of Sale
Motion for Approval
5. 1285 Moyer Road - Lease Agreement
Motion for Approval
6. Traffic Signal Modifications – Clemens Road and Forty Foot
Resolution #21-04
Motion for Approval
7. Traffic Signal Modifications – Trewigtown Road and Bethlehem Pike
Resolution #21-05
Motion for Approval

IX. CITIZENS' COMMENTS

Attention: Board of Commissioner Meetings are Video Recorded

*All comments made at the podium. Please state your name and address for the record.
Comments are guided by Resolution #10-10.*

X. ADJOURNMENT

HATFIELD TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
December 16, 2020
7:30 PM

I. CALL TO ORDER

President Tom Zipfel called the Hatfield Township Board of Commissioners December 16, 2020 meeting to order at 7:30 p.m.

Due to the COVID-19 pandemic, the meeting was held virtually.

II. ROLL CALL

President Tom Zipfel asked Mr. Bibro to call the roll. Present at the meeting were Commissioner Vice President Bob Rodgers, Commissioner Jerry Andris, Commissioner Deborah Zimmerman and Commissioner Greg Lees. Also in attendance were Township Manager Aaron Bibro, Solicitor John Iannozzi, Township Planner Ken Amey, Township Engineer Bryan McAdam and Police Chief William Tierney.

III. PLEDGE OF ALLEGIANCE

Chief Tierney led the recitation of the Pledge of Allegiance.

Prior to the approval of the agenda, Commissioner President Zipfel announced that the Board met in Executive Session before tonight's meeting to discuss real estate and personnel.

IV. APPROVAL OF AGENDA

Commissioner Vice President Rodgers made a motion to approve the Agenda and Commissioner Andris seconded the motion. The motion passed with a 5-0 vote.

V. CITIZENS' COMMENTS

There were no citizens' comments.

VI. CONSENT ITEMS

Commissioner Lees made a motion to approve the Consent Items listed below.
Commissioner Andris seconded the motion and the motion passed with a 5-0 vote.

- A. Board of Commissioners Regular Meeting Minutes – *November 18, 2020*
- B. Board of Commissioners Workshop Meeting Minutes – *November 4, 2020*
- C. Police Report – *November*
- D. Treasurer’s Report – *December*
- E. **Bills Payable:**
 - A. Paid Bills – \$0
 - B. Unpaid Bills – \$423,735.04

SPECIAL ITEM

1. Commissioner President Zipfel recognized John Strobel for 19 years of service on the North Penn Water Authority Board and his service to the Hatfield Community.

VII. COMMITTEE REPORTS

- A. Planning and Zoning Committee – Vice President Rodgers

- 1. Sewer Lateral Inspection Ordinance – Continued Discussion

Pete Dorney, Executive Director of the HTMA and Paul Mullin, Solicitor for the HTMA updated the Board on the Sewer Lateral Inspection Ordinance.

- 2. Mr. Amey updated the Board on the 2801 Township Line Road Land Development.

- 3. Mr. Amey discussed the Pulte Homes Land Development (Final Approval) and answered questions from the Board.

- B. Public Works Committee – Commissioner Lees

- 1. Cowpath and Orvilla Project – Payment #6 and #7

Commissioner Vice President Rodgers made a motion to approve a payment of \$243,210.96 to Blooming Glen Contractors, Inc. for the Cowpath and Orvilla Road project. Commissioner Lees seconded the motion and the motion passed with a 5-0 vote.

C. Parks and Recreation Committee – Commissioner Zimmerman

Commissioner Zimmerman shared some upcoming parks and recreation events that will be happening in the township.

D. Public Safety Committee –President Zipfel

There was no report.

E. Finance Committee – Commissioner Andris

Commissioner Andris discussed some highlights of the 2021 budget.

VIII. ACTION ITEMS

1. 2801 Township Line Road Land Development, **Resolution #20-26**

Commissioner Zimmerman made a motion to approve Resolution #20-26. Commissioner Andris seconded the motion and the motion passed with a 5-0 vote.

2. Pulte Homes Land Development Final Approval, **Resolution #20-27**

Commissioner Andris made a motion to approve Resolution #20-27. Commissioner Zimmerman seconded the motion and the motion passed with a 5-0 vote.

3. 2021 Hatfield Township Budget Adoption, **Ordinance #693**

Commissioner Andris made a motion to approve Ordinance #693. Commissioner Vice President Rodgers seconded the motion and the motion passed with a 5-0 vote.

4. Establishment of 2021 Taxes – No Increase, **Ordinance #694**

Commissioner Lees made a motion to approve Ordinance #694. Commissioner Zimmerman seconded the motion and the motion passed with a 5-0 vote.

5. Volunteer Board Appointments

Commissioner Andris made a motion to approve the volunteer board appointments. Commissioner President Zipfel seconded the motion and the motion passed with a 5-0 vote.

IX. TOWNSHIP STAFF REPORTS

1. Mr. Bibro discussed the ARLE Grant Award in the amount of \$300,000.

2. Trail Maintenance Agreement – 309 Connector Road, **Resolution #20-28**

Commissioner Andris made a motion to approve Resolution #20-28. Commissioner Vice President Rodgers seconded the motion and the motion passed with a 5-0 vote.

X. SOLICITOR’S REPORT

Real Estate Tax Appeal Settlement Agreement

Commissioner President Zipfel made a motion to approve the real estate tax appeal settlement agreement. Commissioner Rodgers seconded the motion and the motion passed with a 5-0 vote.

XI. CITIZENS’ COMMENTS

Tina and Bob wished everyone a happy 2021 and thanked the Board for all their hard work in 2020.

XII. ADJOURNMENT

Prior to adjournment, Commissioner President Zipfel announced that the Board will meet in Executive Session after tonight’s meeting to discuss personnel. President Zipfel also wished everyone a happy holiday and a happy new year.

Commissioner Andris made a motion for adjournment and Commissioner Zimmerman seconded the motion. The motion passed with a 5-0 vote and the meeting was adjourned at 8:47 P.M.

HATFIELD TOWNSHIP BOARD OF COMMISSIONERS WORKSHOP MEETING MINUTES

January 13, 2021

7:30 PM

I. CALL TO ORDER

President Tom Zipfel called the Hatfield Township Board of Commissioner's January 13, 2021 meeting to order at 7:30 p.m.

Due to the Covid-19 pandemic, the workshop meeting was held virtually.

II. ROLL CALL

President Zipfel asked Mr. Bibro to call the roll. Present at the meeting were President Tom Zipfel, Vice President Bob Rodgers, Commissioner Jerry Andris, Commissioner Greg Lees and Commissioner Deborah Zimmerman. Also in attendance were Township Manager Aaron Bibro, Solicitor Christen Pionzio, Township Planner Ken Amey, Township Engineer Bryan McAdam and Chief of Police William Tierney.

III. PLEDGE OF ALLEGIANCE

Township Planner Ken Amey led the recitation of the Pledge of Allegiance.

Prior to the approval of the agenda, Commissioner President Zipfel announced that the Board met in Executive Session before tonight's meeting to discuss real estate.

IV. APPROVAL OF AGENDA

Commissioner Andris made a motion to approve the meeting agenda and Commissioner Lees seconded the motion. The motion passed with a 5-0 vote.

Prior to citizens' comments, Commissioner President Zipfel made a statement on behalf of the Board of Commissioners regarding the January 6th, 2021 insurrection at the Capital Building in Washington DC.

V. CITIZENS' COMMENTS – AGENDA ITEMS ONLY

There were no citizens' comments.

VI. CONSENT ITEMS

Commissioner Andris made a motion to approve the Consent Items listed below and Commissioner Vice President Rodgers seconded the motion. The motion passed with a 5-0 vote.

A. Police Report – December

VII. COMMITTEE REPORTS

A. Planning and Zoning Committee – Commissioner Rodgers

Mr. Amey provided information regarding the land development project located on North Broad Street for the Monaravi Corporation.

B. Public Works Committee – Commissioner Lees

Commissioner Lees updated the Board on current Public Works projects.

C. Parks and Recreation Committee – Commissioner Zimmerman

Commissioner Zimmerman shared some upcoming parks and rec events that will be occurring in the township.

C. Public Safety Committee –President Zipfel

1. Mr. Bibro discussed parking restrictions on Richmond Road. It was agreed that the item would be advertised and placed on the next meetings agenda.

2. Civil Service Commission – Commence Hiring Process

Commissioner Lees made a motion to begin the hiring process for two new police officers. Commissioner Vice President Rodgers seconded the motion and the motion passed with a 5-0 vote.

E. Finance Committee – Commissioner Andris

There was no report.

VIII. TOWNSHIP STAFF REPORTS

A. Township Manager’s Report

1. Mr. Bibro discussed traffic signal modifications at the following locations:
RT 309 and Trewigtown Rd
Clemens Road and Forty Foot Road

2. 2320 East Vine Street – Condemnation, **Resolution #21-01**

Commissioner Vice President Rodgers made a motion to approve Resolution #21-01. Commissioner Zimmerman seconded the motion and the motion passed with a 5-0 vote.

3. 2320 East Vine Street – Agreement of Sale

Commissioner President Zipfel made a motion to approve an agreement of sale regarding 2320 East Vine Street and to allow the Township Manager to execute all documents regarding the agreement of sale. Commissioner Andris seconded the motion and the motion passed with a 5-0 vote.

IX. SOLICITOR’S REPORT

Ms. Pionzio announced that there is a settlement agreement regarding the Wawa at 2480 Bethlehem Pike in the amount of \$29,518.81. Commissioner Andris made a motion to accept the settlement agreement. Commissioner Zimmerman seconded the motion and the motion passed with a 5-0 vote.

X. CITIZENS’ COMMENTS

Tina wished everyone a happy new year and appreciated the statement made at the beginning of the meeting.

XI. ADJOURN

Commissioner Lees motioned for adjournment and Commissioner Zimmerman seconded the motion. The motioned carried on a 5-0 and the meeting was adjourned at 8:07 P.M

**Hatfield Twp - General Fund
Treasury Report
As of December 31, 2020**

Overview of Total Funds Under Township Management

Fund Number	Fund Name	Beginning Balance	Ending Balance
1	General Fund	1,158,264.29	656,258.93
	Univest Money Market	1,541,206.05	1,541,206.05
2	General Fund Reserve	700,000.00	700,000.00
3	Fire Fund	52,994.82	4,800.52
4	Fire Capital Fund	646,848.25	669,495.25
5	Act 209 Impact Fund	241,017.08	402,605.78
6	Debt Service Fund	904,591.37	935,559.66
14	Capital Fund	124,626.00	124,626.00
15	Community Pool Fund	2,721.36	4,012.45
16	Pool Reserves	11,870.98	11,870.98
18	Park and Recreation Fund	63,792.06	28,072.50
19	Park and Recreation Capital Fund	232,410.21	173,442.03
35	Liquid Fuels Fund	436,368.47	83,287.33
36	Contribution Fund (Recycling, Tree)	1,031,019.69	1,494,323.05
37	Escrow	669,413.70	680,605.67
Total Funds Under Township Management		7,817,144.33	7,510,166.20

General Fund - Fund 01

Type	Date	Memo	Debit	Credit	Balance
Opening Balance					1,158,264.29
Journal Entry	12/01/2020	Dec Visa		10,098.28	1,148,166.01
Journal Entry	12/01/2020	Quickbooks		74.20	1,148,091.81
Journal Entry	12/01/2020	CC	15.00		1,148,106.81
Journal Entry	12/01/2020	CC	90.00		1,148,196.81
Bill Payment (Check)	12/03/2020			1,938.00	1,146,258.81
Deposit	12/04/2020	LST	3,511.62		1,149,770.43
Journal Entry	12/04/2020	debit	0.00		1,149,770.43
Journal Entry	12/04/2020	Credit		217,589.62	932,180.81
Deposit	12/08/2020		3,886.26		936,067.07
Deposit	12/08/2020		82,588.21		1,018,655.28
Deposit	12/09/2020	EIT -Berkheimer	9,651.88		1,028,307.16
Deposit	12/09/2020	LST	2,856.90		1,031,164.06
Deposit	12/09/2020	EIT -Berkheimer	1,891.95		1,033,056.01
Bill Payment (Check)	12/10/2020			11,115.57	1,021,940.44
Journal Entry	12/10/2020	Credit - debt Service RE tax transfer		6,785.84	1,015,154.60
Journal Entry	12/10/2020	Debit Tina monthly taxes	51,255.81		1,066,410.41
Journal Entry	12/10/2020	Credit to Parks Rect RE tax Transfer		2,151.17	1,064,259.24
Journal Entry	12/10/2020	Credit - transfer to Fire RE tax transfer		6,062.28	1,058,196.96

**Hatfield Twp - General Fund
Treasury Report
As of December 31, 2020**

Bill Payment (Check)	12/10/2020			2,241.70	1,055,955.26
Journal Entry	12/11/2020	debit	1,846.15		1,057,801.41
Bill Payment (Check)	12/11/2020			25.00	1,057,776.41
Bill Payment (Check)	12/11/2020	Voided	0.00		1,057,776.41
Journal Entry	12/11/2020	Credit		235,852.62	821,923.79
Bill Payment (Check)	12/14/2020			10.00	821,913.79
Bill Payment (Check)	12/14/2020			12.45	821,901.34
Bill Payment (Check)	12/14/2020			30.00	821,871.34
Bill Payment (Check)	12/14/2020			54.56	821,816.78
Bill Payment (Check)	12/14/2020			55.17	821,761.61
Bill Payment (Check)	12/14/2020			64.80	821,696.81
Bill Payment (Check)	12/14/2020			65.99	821,630.82
Bill Payment (Check)	12/14/2020			68.60	821,562.22
Bill Payment (Check)	12/14/2020			68.96	821,493.26
Bill Payment (Check)	12/14/2020			73.62	821,419.64
Bill Payment (Check)	12/14/2020			83.74	821,335.90
Bill Payment (Check)	12/14/2020			90.66	821,245.24
Bill Payment (Check)	12/14/2020			98.24	821,147.00
Bill Payment (Check)	12/14/2020			110.20	821,036.80
Bill Payment (Check)	12/14/2020			118.50	820,918.30
Bill Payment (Check)	12/14/2020			128.68	820,789.62
Bill Payment (Check)	12/14/2020			143.09	820,646.53
Bill Payment (Check)	12/14/2020			145.00	820,501.53
Bill Payment (Check)	12/14/2020			164.00	820,337.53
Bill Payment (Check)	12/14/2020			177.96	820,159.57
Bill Payment (Check)	12/14/2020			180.00	819,979.57
Bill Payment (Check)	12/14/2020			215.00	819,764.57
Bill Payment (Check)	12/14/2020			231.20	819,533.37
Bill Payment (Check)	12/14/2020			237.50	819,295.87
Bill Payment (Check)	12/14/2020			250.00	819,045.87
Bill Payment (Check)	12/14/2020			286.00	818,759.87

**Hatfield Twp - General Fund
Treasury Report
As of December 31, 2020**

Bill Payment (Check)	12/14/2020	303.05	818,456.82
Bill Payment (Check)	12/14/2020	342.57	818,114.25
Bill Payment (Check)	12/14/2020	354.29	817,759.96
Bill Payment (Check)	12/14/2020	359.00	817,400.96
Bill Payment (Check)	12/14/2020	365.25	817,035.71
Bill Payment (Check)	12/14/2020	375.72	816,659.99
Bill Payment (Check)	12/14/2020	385.96	816,274.03
Bill Payment (Check)	12/14/2020	394.00	815,880.03
Bill Payment (Check)	12/14/2020	400.00	815,480.03
Bill Payment (Check)	12/14/2020	400.00	815,080.03
Bill Payment (Check)	12/14/2020	400.00	814,680.03
Bill Payment (Check)	12/14/2020	400.00	814,280.03
Bill Payment (Check)	12/14/2020	441.79	813,838.24
Bill Payment (Check)	12/14/2020	444.00	813,394.24
Bill Payment (Check)	12/14/2020	462.00	812,932.24
Bill Payment (Check)	12/14/2020	495.00	812,437.24
Bill Payment (Check)	12/14/2020	500.00	811,937.24
Bill Payment (Check)	12/14/2020	509.57	811,427.67
Bill Payment (Check)	12/14/2020	559.31	810,868.36
Bill Payment (Check)	12/14/2020	572.14	810,296.22
Bill Payment (Check)	12/14/2020	627.20	809,669.02
Bill Payment (Check)	12/14/2020	696.43	808,972.59
Bill Payment (Check)	12/14/2020	749.90	808,222.69
Bill Payment (Check)	12/14/2020	750.00	807,472.69
Bill Payment (Check)	12/14/2020	855.25	806,617.44
Bill Payment (Check)	12/14/2020	869.00	805,748.44
Bill Payment (Check)	12/14/2020	912.95	804,835.49
Bill Payment (Check)	12/14/2020	917.55	803,917.94
Bill Payment (Check)	12/14/2020	944.59	802,973.35
Bill Payment (Check)	12/14/2020	1,090.90	801,882.45

**Hatfield Twp - General Fund
Treasury Report
As of December 31, 2020**

Bill Payment (Check)	12/14/2020		1,092.00	800,790.45
Bill Payment (Check)	12/14/2020		1,096.00	799,694.45
Bill Payment (Check)	12/14/2020		1,215.53	798,478.92
Bill Payment (Check)	12/14/2020		1,251.35	797,227.57
Bill Payment (Check)	12/14/2020		1,365.00	795,862.57
Bill Payment (Check)	12/14/2020		1,443.98	794,418.59
Bill Payment (Check)	12/14/2020		1,500.08	792,918.51
Bill Payment (Check)	12/14/2020		1,582.82	791,335.69
Bill Payment (Check)	12/14/2020		1,692.29	789,643.40
Bill Payment (Check)	12/14/2020		1,975.00	787,668.40
Bill Payment (Check)	12/14/2020		1,990.65	785,677.75
Bill Payment (Check)	12/14/2020		2,200.33	783,477.42
Bill Payment (Check)	12/14/2020		2,512.75	780,964.67
Bill Payment (Check)	12/14/2020		2,736.29	778,228.38
Bill Payment (Check)	12/14/2020		2,997.93	775,230.45
Bill Payment (Check)	12/14/2020		3,910.00	771,320.45
Bill Payment (Check)	12/14/2020		4,977.50	766,342.95
Bill Payment (Check)	12/14/2020		5,517.75	760,825.20
Bill Payment (Check)	12/14/2020		6,587.50	754,237.70
Bill Payment (Check)	12/14/2020		6,590.60	747,647.10
Bill Payment (Check)	12/14/2020		7,990.50	739,656.60
Bill Payment (Check)	12/14/2020		8,666.84	730,989.76
Bill Payment (Check)	12/14/2020		10,260.14	720,729.62
Bill Payment (Check)	12/14/2020		11,709.00	709,020.62
Bill Payment (Check)	12/14/2020		14,315.51	694,705.11
Bill Payment (Check)	12/14/2020		14,478.00	680,227.11
Bill Payment (Check)	12/14/2020		15,000.00	665,227.11
Bill Payment (Check)	12/14/2020		97,941.06	567,286.05
Deposit	12/15/2020	Interest Earned	543.39	567,829.44
Deposit	12/16/2020	EIT -Berkheimer	52,940.78	620,770.22
Deposit	12/16/2020	EIT -Berkheimer	33,157.81	653,928.03

**Hatfield Twp - General Fund
Treasury Report
As of December 31, 2020**

Deposit	12/16/2020	EIT -Berkhieimer	20,985.65		674,913.68
Deposit	12/16/2020		3.02		674,916.70
Deposit	12/16/2020	EIT -Berkhieimer	2,686.16		677,602.86
Deposit	12/16/2020	LST	1,004.00		678,606.86
Deposit	12/16/2020	EIT -Berkhieimer	16,125.33		694,732.19
Journal Entry	12/18/2020	Impact Money - Orvilla Cowpath- deposit state	860,828.21		1,555,560.40
Journal Entry	12/18/2020	employees from Park Rec	25,000.00		1,580,560.40
Deposit	12/18/2020		25,000.00		1,605,560.40
Deposit	12/18/2020		45,567.32		1,651,127.72
Journal Entry	12/18/2020	Impact Money - Orvilla Cowpath- trans to Impact		860,828.21	790,299.51
Journal Entry	12/22/2020	Credit		235,039.66	555,259.85
Journal Entry	12/22/2020	debit	1,846.15		557,106.00
Payment	12/29/2020		72,500.00		629,606.00
Journal Entry	12/29/2020			1,733.55	627,872.45
Journal Entry	12/29/2020	November Debit Service		23,782.55	604,089.90
Bill Payment (Check)	12/29/2020			3,397.32	600,692.58
Deposit	12/29/2020	LST	554.87		601,247.45
Deposit	12/29/2020	EIT -Berkhieimer	5,290.73		606,538.18
Deposit	12/29/2020	EIT -Berkhieimer	3,041.87		609,580.05
Deposit	12/29/2020	EIT -Berkhieimer	1,391.78		610,971.83
Deposit	12/29/2020		7,253.09		618,224.92
Bill Payment (Check)	12/30/2020			2.70	618,222.22
Bill Payment (Check)	12/30/2020			17,599.68	600,622.54
Bill Payment (Check)	12/30/2020			15.84	600,606.70
Bill Payment (Check)	12/30/2020			21.51	600,585.19
Bill Payment (Check)	12/30/2020			27.59	600,557.60
Bill Payment (Check)	12/30/2020			36.39	600,521.21
Bill Payment (Check)	12/30/2020			45.00	600,476.21
Bill Payment (Check)	12/30/2020			58.31	600,417.90
Bill Payment (Check)	12/30/2020			68.96	600,348.94
Bill Payment (Check)	12/30/2020			72.51	600,276.43
Bill Payment (Check)	12/30/2020			101.12	600,175.31
Bill Payment (Check)	12/30/2020			130.09	600,045.22
Bill Payment (Check)	12/30/2020			139.20	599,906.02
Bill Payment (Check)	12/30/2020			141.21	599,764.81

**Hatfield Twp - General Fund
Treasury Report
As of December 31, 2020**

Bill Payment (Check)	12/30/2020	225.00	599,539.81
Bill Payment (Check)	12/30/2020	250.00	599,289.81
Bill Payment (Check)	12/30/2020	290.83	598,998.98
Bill Payment (Check)	12/30/2020	299.90	598,699.08
Bill Payment (Check)	12/30/2020	327.21	598,371.87
Bill Payment (Check)	12/30/2020	338.88	598,032.99
Bill Payment (Check)	12/30/2020	347.33	597,685.66
Bill Payment (Check)	12/30/2020	385.37	597,300.29
Bill Payment (Check)	12/30/2020	402.37	596,897.92
Bill Payment (Check)	12/30/2020	411.93	596,485.99
Bill Payment (Check)	12/30/2020	429.96	596,056.03
Bill Payment (Check)	12/30/2020	432.00	595,624.03
Bill Payment (Check)	12/30/2020	443.00	595,181.03
Bill Payment (Check)	12/30/2020	502.92	594,678.11
Bill Payment (Check)	12/30/2020	548.00	594,130.11
Bill Payment (Check)	12/30/2020	578.01	593,552.10
Bill Payment (Check)	12/30/2020	612.02	592,940.08
Bill Payment (Check)	12/30/2020	624.00	592,316.08
Bill Payment (Check)	12/30/2020	713.40	591,602.68
Bill Payment (Check)	12/30/2020	730.00	590,872.68
Bill Payment (Check)	12/30/2020	850.00	590,022.68
Bill Payment (Check)	12/30/2020	1,000.00	589,022.68
Bill Payment (Check)	12/30/2020	1,522.20	587,500.48
Bill Payment (Check)	12/30/2020	2,241.45	585,259.03
Bill Payment (Check)	12/30/2020	2,241.70	583,017.33
Bill Payment (Check)	12/30/2020	2,277.90	580,739.43
Bill Payment (Check)	12/30/2020	2,299.90	578,439.53
Bill Payment (Check)	12/30/2020	2,736.29	575,703.24
Bill Payment (Check)	12/30/2020	3,969.08	571,734.16
Bill Payment (Check)	12/30/2020	4,296.80	567,437.36

**Hatfield Twp - General Fund
Treasury Report
As of December 31, 2020**

Bill Payment (Check)	12/30/2020			4,489.55	562,947.81
Bill Payment (Check)	12/30/2020			4.15	562,943.66
Journal Entry	12/31/2020	applied in 2021 in error	40,333.14		603,276.80
Journal Entry	12/31/2020	Transfer to Park Rec		1,683.15	601,593.65
Journal Entry	12/31/2020	Transfer to Fire		4,743.42	596,850.23
Journal Entry	12/31/2020	Transfer Debt Service		5,309.57	591,540.66
Deposit	12/31/2020		7.87		591,548.53
Deposit	12/31/2020	EIT -Berkheimer	1,832.39		593,380.92
Deposit	12/31/2020	EIT -Berkheimer	453.32		593,834.24
Deposit	12/31/2020	LST	308.23		594,142.47
Deposit	12/31/2020		62,116.46		656,258.93
Ending Balance			\$ 1,438,365.35	\$ 1,940,370.71	656,258.93

General Fund Univest Money Market

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Opening Balance					
Beginning Balance					1,541,206.05
Ending Balance					1,541,206.05

General Fund Reserves - Fund 02

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Opening Balance					700,000.00
					700,000.00
Ending Balance					700,000.00

Fire Fund - Fund 03

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Opening Balance					52,994.82
Deposit	12/10/2020		6,062.28		59,057.10
Check	12/18/2020			59,000.00	57.10
Deposit	12/31/2020		4,743.42		4,800.52
Ending Balance			10,805.70	59,000.00	4,800.52

Fire Reserve Fund - Fund 04

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Opening Balance					646,848.25
Bill Pmt -Check	12/08/2020	1020		36,353.00	610,495.25
Deposit	12/18/2020		59,000.00		669,495.25
Ending Balance			59,000.00	36,353.00	669,495.25

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Act 209 Fund - Fund 05

Type	Date	Debit	Credit	Balance
Opening Balance				241,017.08
Deposit	12/11/2020	51,682.95		292,700.03
Bill Pmt -Check	12/11/2020		243,210.96	49,489.07
Bill Pmt -Check	12/11/2020		7,711.50	41,777.57
Deposit	12/18/2020	860,828.21		902,605.78
Check	12/18/2020		500,000.00	402,605.78
Ending Balance		912,511.16	750,922.46	402,605.78

Debt Service Fund - Fund 06

Type	Date	Debit	Credit	Balance
Opening Balance				904,591.37
Bill Pmt -Check	12/09/2020		1,116.88	903,474.49
Bill Pmt -Check	12/09/2020		272.71	903,201.78
Bill Pmt -Check	12/09/2020		904.00	902,297.78
Bill Pmt -Check	12/09/2020		1,092.15	901,205.63
Bill Pmt -Check	12/09/2020		1,231.57	899,974.06
Bill Pmt -Check	12/09/2020		1,309.64	898,664.42
Bill Pmt -Check	12/09/2020		716.27	897,948.15
Deposit	12/10/2020	6,785.84		904,733.99
Payment	12/29/2020	23,782.55		928,516.54
Payment	12/29/2020	1,733.55		930,250.09
Deposit	12/31/2020	5,309.57		935,559.66
Ending Balance		37,611.51	6,643.22	935,559.66

Capitla Reserve Fund - Fund 14

Type	Date	Debit	Credit	Balance
Opening Balance				124,626.00
Ending Balance				124,626.00

Community Pool Fund - Fund 15

Type	Date	Debit	Credit	Balance
Opening Balance				
Beginning Balance				2,721.36
Bill Payment (Check)	12/14/2020		5,130.00	-2,408.64
Bill Payment (Check)	12/14/2020		1,096.15	-3,504.79
Bill Payment (Check)	12/14/2020		687.47	-4,192.26
Bill Payment (Check)	12/14/2020		649.25	-4,841.51
Bill Payment (Check)	12/14/2020		20.96	-4,862.47
Journal Entry	12/14/2020	10,000.00		5,137.53
Journal Entry	12/31/2020		1,255.00	3,882.53
			Sept to Dec My rec	

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Journal Entry	12/31/2020		110.00	3,772.53
Journal Entry	12/31/2020		15.60	3,756.93
Journal Entry	12/31/2020		14.48	3,742.45
Journal Entry	12/31/2020	MY REC - Parks REc	270.00	4,012.45
Ending Balance			\$ 10,270.00	\$ 8,978.91
				4,012.45

Pool Reserve Fund - Fund 16				
Type	Date	Debit	Credit	Balance
Opening Balance				11,870.98
				11,870.98
Ending Balance				11,870.98

Park & Recreation Fund - Fund 18				
Type	Date	Debit	Credit	Balance
Opening Balance				63,792.06
Journal Entry	12/08/2020		4,133.76	59,658.30
Bill Payment (Check)	12/10/2020		1,500.00	58,158.30
Journal Entry	12/10/2020	2,151.17		60,309.47
Bill Payment (Check)	12/14/2020		564.00	59,745.47
Bill Payment (Check)	12/14/2020		677.42	59,068.05
Bill Payment (Check)	12/14/2020		54.36	59,013.69
Bill Payment (Check)	12/14/2020		668.68	58,345.01
Bill Payment (Check)	12/14/2020		3,345.00	55,000.01
Bill Payment (Check)	12/14/2020		280.00	54,720.01
Bill Payment (Check)	12/14/2020		68.50	54,651.51
Bill Payment (Check)	12/14/2020		264.00	54,387.51
Check	12/15/2020		0.20	54,387.31
Journal Entry	12/18/2020		25,000.00	29,387.31
Deposit	12/22/2020	1,255.00		30,642.31
Journal Entry	12/22/2020		74.20	30,568.11
Journal Entry	12/22/2020		4,133.76	26,434.35
Journal Entry	12/31/2020	1,638.15		28,072.50
Ending Balance		\$ 5,044.32	\$ 40,763.88	28,072.50

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Park & Recreation Reserve Fund - Fund 19

Type	Date	Debit	Credit	Balance
Opening Balance				232,410.21
Bill Pmt -Check	12/14/2020		5,751.30	226,658.91
Bill Pmt -Check	12/14/2020		313.90	226,345.01
Bill Pmt -Check	12/14/2020		52,776.00	173,569.01
General Journal	12/31/2020		126.98	173,442.03
Ending Balance		0.00	58,968.18	173,442.03

State Aid Fund - Fund 35

Type	Date	Debit	Credit	Balance
Opening Balance				436,368.47
Bill Pmt -Check	12/14/2020		353,081.14	83,287.33
Ending Balance		0.00	353,081.14	83,287.33

Contribuion Fund - Fund 36 (Recycling,Tree,Tanks)

Type	Date	Memo	Debit	Credit	Balance
Opening Balance					1,031,019.69
Journal Entry	12/14/2020	Cover Short funding		10,000.00	1,021,019.69
Bill Payment (Check)	12/14/2020			1,477.80	1,019,541.89
Bill Payment (Check)	12/14/2020			144.64	1,019,397.25
Deposit	12/18/2020		500,000.00		1,519,397.25
Journal Entry	12/18/2020	reverse of Transfer due to Covid		25,000.00	1,494,397.25
Journal Entry	12/31/2020	QB subscription		74.20	1,494,323.05
Ending Balance			\$ 500,000.00	\$ 36,696.64	1,494,323.05

Escrow Fund

Type	Date	Debit	Credit	Balance
Opening Balance				669,413.70
Bill Pmt -Check	12/14/2020		16,090.22	653,323.48
Bill Pmt -Check	12/14/2020		15,025.00	638,298.48
Bill Pmt -Check	12/14/2020		1,317.50	636,980.98
Bill Pmt -Check	12/14/2020		3,166.81	633,814.17
Bill Pmt -Check	12/14/2020		7,689.49	626,124.68
Check	12/18/2020		45,567.32	580,557.36
Deposit	12/22/2020	19,108.80		599,666.16
Deposit	12/31/2020	80,939.51		680,605.67
Ending Balance		100,048.31	88,856.34	680,605.67

Overall Totals

Hatfield Twp - General Fund
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	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Opening Balance			7,817,144.33
Ending Balance	3,073,656.35	3,380,634.48	7,510,166.20

Respectfully Submitted

David Bernhauser

**Hatfield Township - General Fund
Budget vs. Actuals
January - December 2020**

	Actual	Budget	Total over Budget	% of Budget
Income				
300 - A. Taxes				
301 a. Real Property				
301100 R E TAXES-CURRENT YEAR	3,368,666.80	3,300,000.00	68,666.80	102.08%
301200 R E TAXES PRIOR YEAR		6,000.00	-6,000.00	0.00%
301300 R E TAXES DELINQUENT/LIENED	28,102.87	69,600.00	-41,497.13	40.38%
301600 R E TAXES INTERIM	17,315.49	30,000.00	-12,684.51	57.72%
Total 301 a. Real Property	\$ 3,414,085.16	\$ 3,405,600.00	\$ 8,485.16	100.25%
302 b. Local Tax Enabling Act Taxes				
310100 REAL ESTATE TRANSFER TAX	438,942.05	425,000.00	13,942.05	103.28%
310210 EIT CURRENT YEAR	2,330,517.35	2,330,000.00	517.35	100.02%
310220 EIT PRIOR YEAR	917,167.64	910,000.00	7,167.64	100.79%
310510 LOCAL SERVICES TAX, CURRENT	512,521.03	570,000.00	-57,478.97	89.92%
310520 LOCAL SERVICES TAX, PRIOR YR	176,294.09	175,000.00	1,294.09	100.74%
310610 ADMISSIONS TAX	8,935.13	9,000.00	-64.87	99.28%
310960 FIRE HYDRANT TAX	27,765.37	36,500.00	-8,734.63	76.07%
Total 302 b. Local Tax Enabling Act Taxes	\$ 4,412,142.66	\$ 4,455,500.00	-\$ 43,357.34	99.03%
319 c. Real Estate Taxes Delinquent				
319010 R E TAXES DELINQUENT	21.00	5,000.00	-4,979.00	0.42%
Total 319 c. Real Estate Taxes Delinquent	\$ 21.00	\$ 5,000.00	-\$ 4,979.00	0.42%
Total 300 - A. Taxes	\$ 7,826,248.82	\$ 7,866,100.00	-\$ 39,851.18	99.49%
320 B. Licenses and Permits				
321 a. Bus. Lic./Perm.				
321800 CABLE TV FRANCHISE FEE, COMCAST	165,026.31	185,000.00	-19,973.69	89.20%
321810 CABLE TV FRANCHISE FEE VERIZON	168,132.48	220,000.00	-51,867.52	76.42%
321905 CONTRACTOR REGISTRATION	8,175.00	8,000.00	175.00	102.19%
321910 PLUMBING LICENSE	1,275.00	2,500.00	-1,225.00	51.00%
321915 HVAC LICENSE	975.00	1,200.00	-225.00	81.25%
321920 ELECTRICAL LICENSE	4,425.00	4,200.00	225.00	105.36%
Total 321 a. Bus. Lic./Perm.	\$ 348,008.79	\$ 420,900.00	-\$ 72,891.21	82.68%
322 b. Non-Bus. Lic./Perm.				
322800 STREET AND CURB PREMITS	1,500.00	900.00	600.00	166.67%
322820 STREET ENCROACHMENT (OPENING)	6,393.00	7,500.00	-1,107.00	85.24%
Total 322 b. Non-Bus. Lic./Perm.	\$ 7,893.00	\$ 8,400.00	-\$ 507.00	93.96%
Total 320 B. Licenses and Permits	\$ 355,901.79	\$ 429,300.00	-\$ 73,398.21	82.90%
331 C. Fines				
331100 DISTRICT JUSTICE FINES/VIOLATIO	63,984.19	75,000.00	-11,015.81	85.31%
331110 STATE POLICE FINE PAYMENT	7,777.83	7,500.00	277.83	103.70%
331120 PARKING FINES BOROUGH	525.00	720.00	-195.00	72.92%
331121 PARKING FINES TOWNSHIP	210.00	1,500.00	-1,290.00	14.00%
331122 MONTGOMERY COUNTY COURT FINES		2,000.00	-2,000.00	0.00%
Total 331 C. Fines	\$ 72,497.02	\$ 86,720.00	-\$ 14,222.98	83.60%
341 D. Interests				
340000 OFFICE RENT	-3,228.14	5,000.00	-8,228.14	-64.56%

	Actual	Budget	over Budget	% of Budget
341000 INTEREST EARNINGS	18,382.32	54,000.00	-35,617.68	34.04%
Total 341 D. Interests	\$ 15,154.18	\$ 59,000.00	-\$ 43,845.82	25.69%
350 E. Intergovernmental Revenue				
354 b. Pa Capital & Operating grant				
354050 ACT 108 PAYMENT	3,084.97		3,084.97	
Total 354 b. Pa Capital & Operating grant	\$ 3,084.97	\$ 0.00	\$ 3,084.97	
355 c. State Shared Revenue				
355010 PUBLIC UTILITY REALTY TAX	9,050.33	9,000.00	50.33	100.56%
355040 ALCOHOLIC BEVERAGES LICENSES	3,300.00	3,300.00	0.00	100.00%
355050 GEN MUNICIPAL PENSION STATE AID	393,906.66	410,000.00	-16,093.34	96.07%
355070 FOREIGN FIRE INS PREMIUM TAX	128,093.43	149,700.00	-21,606.57	85.57%
Total 355 c. State Shared Revenue	\$ 534,350.42	\$ 572,000.00	-\$ 37,649.58	93.42%
358 d. Local Shared Revenue				
358010 COUNTY SNOW & ICE CONTRACT	2,900.00	2,900.00	0.00	100.00%
358020 BOROUGH POLICE SERVICE REIMB	870,000.00	870,000.00	0.00	100.00%
Total 358 d. Local Shared Revenue	\$ 872,900.00	\$ 872,900.00	\$ 0.00	100.00%
Total 350 E. Intergovernmental Revenue	\$ 1,410,335.39	\$ 1,444,900.00	-\$ 34,564.61	97.61%
360 F. Charges for Services				
361 a. General Government				
361310 SUBDIV/LAND DEV PLAN FEES	32,215.20	25,000.00	7,215.20	128.86%
361340 HEARING FEES	1,250.00	150.00	1,100.00	833.33%
361350 SALE OF MAPS & PUBLICATIONS		480.00	-480.00	0.00%
Total 361 a. General Government	\$ 33,465.20	\$ 25,630.00	\$ 7,835.20	130.57%
362 b. Public Safety				
362110 SALE OF ACCIDENT REPORT COPIES	7,495.10	12,000.00	-4,504.90	62.46%
362111 SALE OF FIRE REPORT COPIES	55.00	500.00	-445.00	11.00%
362112 CROSSING GUARD REIMBURSEMENT	4,978.12	6,000.00	-1,021.88	82.97%
362115 SALE OF POLICE PHOTOS/VIDEOS	120.00	1,000.00	-880.00	12.00%
362116 FINGERPRINTING	75.00	700.00	-625.00	10.71%
362117 POLICE OVERTIME REIMBURSEMENT	47,814.04	62,000.00	-14,185.96	77.12%
362130 SECURITY ALARM MONITORING FEE	23,200.00	24,000.00	-800.00	96.67%
362200 SPECIAL FIRE PROTECTION FEES	36,868.75	60,000.00	-23,131.25	61.45%
362410 BUILDING PERMITS	220,218.94	200,000.00	20,218.94	110.11%
362420 ELECTRICAL PERMITS	72,876.55	75,000.00	-2,123.45	97.17%
362430 PLUMBING PERMITS	28,570.00	40,000.00	-11,430.00	71.43%
362440 SIGN PERMITS	301.95	7,200.00	-6,898.05	4.19%
362445 SHED & FENCE PERMITS	18,882.00	15,000.00	3,882.00	125.88%
362450 USE & OCCUPANCY PERMITS	96,139.00	30,000.00	66,139.00	320.46%
362455 HVAC PERMITS	62,667.05	50,000.00	12,667.05	125.33%
362460 APARTMENT INSPECTION FEES	112.00	53,000.00	-52,888.00	0.21%
Total 362 b. Public Safety	\$ 620,373.50	\$ 636,400.00	-\$ 16,026.50	97.48%
364 c. Sanitation				
364600 HOST MUNICIPALITY BENEFIT FEE	3,665.55	60,000.00	-56,334.45	6.11%
Total 364 c. Sanitation	\$ 3,665.55	\$ 60,000.00	-\$ 56,334.45	6.11%
Total 360 F. Charges for Services	\$ 657,504.25	\$ 722,030.00	-\$ 64,525.75	91.06%
380 G. Miscellaneous Revenues				
380000 MISCELLANEOUS REVENUES	105,050.28	104,500.00	550.28	100.53%
380200 INSURANCE RECOVERIES	104,810.49	115,000.00	-10,189.51	91.14%
380300 DEPT REIMBURSEMENT- POLICE	3,021.60	6,000.00	-2,978.40	50.36%

	Actual	Budget	over Budget	% of Budget
380310 DEPT REIMBURSEMENT- HIGHWAY	8,106.96	6,000.00	2,106.96	135.12%
380320 DEPT REIMBURSEMENT- ADMIN		3,000.00	-3,000.00	0.00%
380500 SURPLUS EQUIPMENT SALES	963.01	6,000.00	-5,036.99	16.05%
Total 380 G. Miscellaneous Revenues	\$ 221,952.34	\$ 240,500.00	-\$ 18,547.66	92.29%
387 H. Contributions/Donations				
387000 CONTRIBUTIONS/DONATIONS GENERAL	200.00	300.00	-100.00	66.67%
387100 CONTRIBUTIONS/DONATIONS- POLICE	200.00	3,000.00	-2,800.00	6.67%
387600 Sale of Township Property		100.00	-100.00	0.00%
Total 387 H. Contributions/Donations	\$ 400.00	\$ 3,400.00	-\$ 3,000.00	11.76%
392 I. Interfund Transfers				
392090 TRANSFER FROM GENERAL ESCROW	45,567.32	35,000.00	10,567.32	130.19%
Total 392 I. Interfund Transfers	\$ 45,567.32	\$ 35,000.00	\$ 10,567.32	130.19%
CABLE TV FRANCHISE FEE, COMCASTast	39,415.54		39,415.54	
Total Income	\$ 10,644,976.65	\$ 10,886,950.00	-\$ 241,973.35	97.78%
Gross Profit	\$ 10,644,976.65	\$ 10,886,950.00	-\$ 241,973.35	97.78%
Expenses				
40 A. General Government				
400 a. Legislative Body				
400110 COMMISSIONERS SALARIES		0.00	0.00	
400220 OPERATING SUPPLIES	686.39	1,200.00	-513.61	57.20%
400420 DUES, MEETINGS, TRAINING	4,011.05	1,300.00	2,711.05	308.54%
Total 400 a. Legislative Body	\$ 4,697.44	\$ 2,500.00	\$ 2,197.44	187.90%
401 b. Executive Body				
400100 Administration Salaries	678,666.64	667,165.00	11,501.64	101.72%
401184 COLLEGE INTERNS	9,044.64	10,000.00	-955.36	90.45%
401192 EDUCATION BENEFIT		10,000.00	-10,000.00	0.00%
401210 OFFICE SUPPLIES	3,766.87	8,000.00	-4,233.13	47.09%
401220 HR MANAGEMENT	2,938.42	3,500.00	-561.58	83.95%
401260 MINOR OFFICE EQUIPMENT		1,000.00	-1,000.00	0.00%
401310 PROFESSIONAL SERVICES	9,440.70	500.00	8,940.70	1888.14%
401320 COMMUNICATIONS	19,271.33	22,000.00	-2,728.67	87.60%
401325 POSTAGE	6,888.84	7,200.00	-311.16	95.68%
401330 TRANSPORTATION/TRAVEL EXPENSE	2,315.15	2,200.00	115.15	105.23%
401336 AUTOMOBILE RENTAL	3,692.32	7,800.00	-4,107.68	47.34%
401338 EQUIPMENT/VEHICLE MAINTENANCE	2,336.04	5,500.00	-3,163.96	42.47%
401341 ADVERTISING	11,066.17	9,500.00	1,566.17	116.49%
401342 PRINTING	3,211.86	3,000.00	211.86	107.06%
401384 OFFICE EQUIP RENTAL/MAINTENANCE	14,905.30	15,000.00	-94.70	99.37%
401420 DUES/SUBSCRIPTIONS.MEMBERSHIPS	4,900.99	8,000.00	-3,099.01	61.26%
401460 MEETINGS, CONFERENCES, TRAINING	10,095.03	8,500.00	1,595.03	118.77%
401470 EMPLOYEE GENERAL EXPENSE	47.59	3,000.00	-2,952.41	1.59%
401475 FAMILY PICNIC	798.98	1,500.00	-701.02	53.27%
401480 AWARDS AND RECOGNITIONS		750.00	-750.00	0.00%
401490 PETTY CASH	5,131.40	5,000.00	131.40	102.63%
401500 CONTRIBUTIONS/DONATIONS	8,000.00	8,000.00	0.00	100.00%
Total 401 b. Executive Body	\$ 796,518.27	\$ 807,115.00	-\$ 10,596.73	98.69%
402 c. Auditing Services				
402310 ACCOUNTING/AUDITING SERVICES	30,450.00	24,000.00	6,450.00	126.88%
Total 402 c. Auditing Services	\$ 30,450.00	\$ 24,000.00	\$ 6,450.00	126.88%

	Actual	Budget	over Budget	% of Budget
403 d. Tax Collection				
403110 TAX COLLECTOR/TREASURER COMP	10,647.66	12,500.00	-1,852.34	85.18%
403210 OFFICE SUPPLIES	3,775.02	4,000.00	-224.98	94.38%
403310 PROFESSIONAL SERVICES (EIT)	49,633.40	50,000.00	-366.60	99.27%
403420 DUES,MEETINGS,TRAINING,EXPENSES	479.40	500.00	-20.60	95.88%
Total 403 d. Tax Collection	\$ 64,535.48	\$ 67,000.00	-\$ 2,464.52	96.32%
404 e. Solicitor/Legal Services				
404300 GENERAL LEGAL SERVICES	127,195.75	75,000.00	52,195.75	169.59%
404314 SPECIAL LEGAL SERVICES	1,560.00	15,000.00	-13,440.00	10.40%
Total 404 e. Solicitor/Legal Services	\$ 128,755.75	\$ 90,000.00	\$ 38,755.75	143.06%
407 f. Computer/Data Processing				
407215 COMPUTER SUPPLIES	21,723.29	30,000.00	-8,276.71	72.41%
407217 ACCOUNTING SOFTWARE	5,277.22	15,000.00	-9,722.78	35.18%
407312 WEB SITE UPDATES	2,617.06	7,000.00	-4,382.94	37.39%
Total 407 f. Computer/Data Processing	\$ 29,617.57	\$ 52,000.00	-\$ 22,382.43	56.96%
408 g. Engineering Services				
408300 GENERAL ENGINEERING SERVICES	62,594.54	70,000.00	-7,405.46	89.42%
408314 Road Engineering	52,279.03	55,000.00	-2,720.97	95.05%
Total 408 g. Engineering Services	\$ 114,873.57	\$ 125,000.00	-\$ 10,126.43	91.90%
409 h. General Govt Buildings/Plant				
409232 HIGHWAY BUILDING FUEL OIL	3,883.63	22,000.00	-18,116.37	17.65%
409233 POLICE BUILDING FUEL OIL	2,499.88	2,000.00	499.88	124.99%
409361 TOWNSHIP BUILDING ELECTRIC	27,861.58	20,000.00	7,861.58	139.31%
409362 HIGHWAY BUILDING ELECTRIC	9,813.94	7,000.00	2,813.94	140.20%
409363 POLICE BUILDING ELECTRIC	10,954.54	12,000.00	-1,045.46	91.29%
409366 TOWNSHIP BUILDING WATER	6,425.09	2,000.00	4,425.09	321.25%
409367 HIGHWAY BUILDING WATER	732.58	1,500.00	-767.42	48.84%
409368 POLICE BUILDING WATER	613.68	2,000.00	-1,386.32	30.68%
409371 TOWNSHIP BUILDING MAINT.	32,636.03	44,000.00	-11,363.97	74.17%
409372 HIGHWAY BUILDING MAINT.	75,462.69	40,000.00	35,462.69	188.66%
409373 POLICE BUILDING MAINT.	32,892.57	41,000.00	-8,107.43	80.23%
Total 409 h. General Govt Buildings/Plant	\$ 203,776.21	\$ 193,500.00	\$ 10,276.21	105.31%
Total 40 A. General Government	\$ 1,373,224.29	\$ 1,361,115.00	\$ 12,109.29	100.89%
41 B. Public Safety				
410 a. Police				
410100 Police Salaries	3,266,264.67	3,147,440.00	118,824.67	103.78%
410142 CROSSING GUARD COMPENSATION	10,134.72	11,844.00	-1,709.28	85.57%
410181 HOLIDAY PAY	125,633.36	139,231.00	-13,597.64	90.23%
410182 LONGEVITY PAY	85,165.10	78,558.00	6,607.10	108.41%
410183 PATROL OFFICERS OVERTIME	78,298.57	110,000.00	-31,701.43	71.18%
410184 CLERICAL OVERTIME	309.02	2,500.00	-2,190.98	12.36%
410186 REIMBURSABLE OVERTIME	43,530.89	50,000.00	-6,469.11	87.06%
410191 UNIFORM MAINTENANCE ALLOWANCE	16,401.42	18,000.00	-1,598.58	91.12%
410192 EDUCATIONAL STUDIES		5,000.00	-5,000.00	0.00%
410210 OFFICE SUPPLIES	5,821.18	6,000.00	-178.82	97.02%
410211 HIGHWAY SAFETY UNIT SUPPLIES	3,421.71	4,000.00	-578.29	85.54%
410212 DETECTIVE/JUVENILE DIV SUPPLIES	3,002.66	4,000.00	-997.34	75.07%
410213 TACTICAL DIVISION SUPPLIES	1,804.14	4,000.00	-2,195.86	45.10%
410214 PHOTO SUPPLIES	377.11	1,000.00	-622.89	37.71%

	Actual	Budget	over Budget	% of Budget
410215 COMMUNITY POLICING SUPPLIES	1,876.00	3,000.00	-1,124.00	62.53%
410231 VEHICLE FUEL - GAS & OIL	36,702.37	65,000.00	-28,297.63	56.47%
410238 CLOTHING AND UNIFORMS	20,881.19	29,000.00	-8,118.81	72.00%
410242 AMMUNITION/FIREARMS EXPENSE	15,809.77	20,000.00	-4,190.23	79.05%
410251 VEHICLE TIRES	7,469.33	7,000.00	469.33	106.70%
410260 SMALL TOOLS/MINOR EQUIPMENT	5,851.53	7,000.00	-1,148.47	83.59%
410262 SCHEDULING SOFTWARE	1,555.00	2,000.00	-445.00	77.75%
410310 PROFESSIONAL SERVICES	27,580.16	30,000.00	-2,419.84	91.93%
410316 CIVIL SERVICE EXPENSE	3,935.00	3,500.00	435.00	112.43%
410320 COMMUNICATIONS	27,988.13	30,000.00	-2,011.87	93.29%
410325 POSTAGE	3,302.52	1,800.00	1,502.52	183.47%
410327 RADIO EQUIPMENT MAINTENANCE	4,000.00	4,000.00	0.00	100.00%
410330 TRANSPORTATION/TRAVEL EXPENSE	885.00	2,500.00	-1,615.00	35.40%
410338 VEHICLE MAINTENANCE/REPAIRS	52,266.53	45,000.00	7,266.53	116.15%
410340 ADVERTIZING AND PRINTING	35.00	4,000.00	-3,965.00	0.88%
410384 OFFICE EQUIPMENT RENTAL/MAINT	18,799.05	16,000.00	2,799.05	117.49%
410386 SOFTWARE MAINTENANCE	20,236.83	21,000.00	-763.17	96.37%
410420 DUES/SBUSCRIPTIONS/ MEMBERSHIPS	4,305.00	4,500.00	-195.00	95.67%
410460 MEETINGS, CONFERENCES, TRAINING	8,946.54	16,000.00	-7,053.46	55.92%
410490 PETTY CASH	1,594.79	3,600.00	-2,005.21	44.30%
410520 MISCELLANEOUS	300.82	960.00	-659.18	31.34%
Total 410 a. Police	\$ 3,904,485.11	\$ 3,897,433.00	\$ 7,052.11	100.18%
411 b. Fire				
411220 OPERATING SUPPLIES	3,748.45	15,000.00	-11,251.55	24.99%
411363 HYDRANT SERVICE	32,544.52	33,000.00	-455.48	98.62%
411541 DISTRIBUTE FIRE RELIEF FUNDS	128,093.43	140,932.00	-12,838.57	90.89%
411542 Fire Co Donation for Services	22,298.00	30,000.00	-7,702.00	74.33%
Total 411 b. Fire	\$ 186,684.40	\$ 218,932.00	-\$ 32,247.60	85.27%
413 c. Code Enforcement				
413121 BUILDING INSPECTIONS	158,288.00	157,892.00	396.00	100.25%
413220 OPERATING SUPPLIES	6,079.14	10,000.00	-3,920.86	60.79%
413230 STATE FEES FOR PERMITS ISSUED	1,708.19	4,800.00	-3,091.81	35.59%
413240 GIS SERVICES	25,374.40	30,000.00	-4,625.60	84.58%
413250 ELECTRICAL/ADA INSPECTION FEES	76,014.25	35,000.00	41,014.25	217.18%
413318 ACT 108 INSPECTOR	850.00	2,800.00	-1,950.00	30.36%
413460 MEETINGS, CONFERENCES, TRAINING	1,396.17	5,000.00	-3,603.83	27.92%
Total 413 c. Code Enforcement	\$ 269,710.15	\$ 245,492.00	\$ 24,218.15	109.87%
414 d. Planning/Zoning				
414300 LEGAL SERVICES	22,701.52	24,000.00	-1,298.48	94.59%
414310 PROFESSIONAL SERVICES	121,009.75	80,000.00	41,009.75	151.26%
414316 ZONING BOARD COMPENSATION	1,200.00	1,400.00	-200.00	85.71%
414317 PLANNING COMM COMPENSATION		1,080.00	-1,080.00	0.00%
414340 ADVERTIZING AND PRINTING	8,023.91	5,400.00	2,623.91	148.59%
Total 414 d. Planning/Zoning	\$ 152,935.18	\$ 111,880.00	\$ 41,055.18	136.70%
415 e. Emergency Management				
415220 OPERATING SUPPLIES	56.94	350.00	-293.06	16.27%
415911 Emergency Declaration	16,297.35	100.00	16,197.35	16297.35%
Total 415 e. Emergency Management	\$ 16,354.29	\$ 450.00	\$ 15,904.29	3634.29%
Total 41 B. Public Safety	\$ 4,530,169.13	\$ 4,474,187.00	\$ 55,982.13	101.25%

	Actual	Budget	over Budget	% of Budget
43 D. Public Works - Hwys.				
430 a. Highway Maint/Gen. Serv.				
430100 Public Works Salaries	804,321.94	805,000.00	-678.06	99.92%
430135 Public Works Part Time	9,991.88	10,000.00	-8.12	99.92%
430183 PUBLIC WORKS OVERTIME	30,001.60	40,000.00	-9,998.40	75.00%
430220 OPERATING SUPPLIES	11,365.95	10,000.00	1,365.95	113.66%
430238 UNIFORMS	7,081.72	6,500.00	581.72	108.95%
430260 SMALL TOOLS/MINOR EQUIPEMENT	2,319.50	2,500.00	-180.50	92.78%
430320 COMMUNICATIONS	12,466.18	10,000.00	2,466.18	124.66%
430374 EQUIPMENT & VEHICLE MAINTENANCE	55,233.69	55,000.00	233.69	100.42%
430455 CONTRACTED SERVICES - DRUG TEST		250.00	-250.00	0.00%
430460 MEETINGS,CONFERENCES,TRAINING	1,130.62	3,500.00	-2,369.38	32.30%
Total 430 a. Highway Maint/Gen. Serv.	\$ 933,913.08	\$ 942,750.00	-\$ 8,836.92	99.06%
432 b. Snow and Ice removal				
432000 BULK ROAD SALT PURCHASES	19,602.52	60,000.00	-40,397.48	32.67%
432450 CONTRACTED SERVICES	2,564.00	10,000.00	-7,436.00	25.64%
Total 432 b. Snow and Ice removal	\$ 22,166.52	\$ 70,000.00	-\$ 47,833.48	31.67%
433 c. Traffic Signals				
433361 ELECTRICITY	22,061.62	15,000.00	7,061.62	147.08%
433370 REPAIR & MAINTENANCE SERVICE	159,893.99	30,000.00	129,893.99	532.98%
Total 433 c. Traffic Signals	\$ 181,955.61	\$ 45,000.00	\$ 136,955.61	404.35%
434 d. Street Lighting				
434361 ELECTRICITY	76,252.96	60,000.00	16,252.96	127.09%
434362 Street Light Maintenance	-7,319.06	5,000.00	-12,319.06	-146.38%
Total 434 d. Street Lighting	\$ 68,933.90	\$ 65,000.00	\$ 3,933.90	106.05%
438 e. Maint/Repair Roads/Bridges				
438000 MAINT/REPAIRS ROADS/BRIDGES	31,073.65	35,000.00	-3,926.35	88.78%
438100 Stormwater Upgrades	50,677.16	50,000.00	677.16	101.35%
438232 DIESEL FUEL	3,407.24	20,000.00	-16,592.76	17.04%
Total 438 e. Maint/Repair Roads/Bridges	\$ 85,158.05	\$ 105,000.00	-\$ 19,841.95	81.10%
439 f. Highway Constuction				
439000 HIGHWAY CONSTRUCTION/REBUILDING	219,760.36	450,000.00	-230,239.64	48.84%
Total 439 f. Highway Constuction	\$ 219,760.36	\$ 450,000.00	-\$ 230,239.64	48.84%
Total 43 D. Public Works - Hwys.	\$ 1,511,887.52	\$ 1,677,750.00	-\$ 165,862.48	90.11%
48 F. Miscellaneous Expenditures				
480 a. Misc. Expenditures				
480000 GENERAL MISCELLANEOUS	5,811.18	20,000.00	-14,188.82	29.06%
480483 REAL ESTATE TAX REFUNDS	2,968.07	2,000.00	968.07	148.40%
Total 480 a. Misc. Expenditures	\$ 8,948.25	\$ 22,000.00	-\$ 13,051.75	40.67%
486 c. Insurance			0.00	
486151 HEALTH INS ADMINSTRATION	266,804.03	231,810.00	34,994.03	115.10%
486152 HEALTH INS HIGHWAY	258,795.23	246,187.00	12,608.23	105.12%
486153 HEALTH INS POLICE	682,818.83	693,974.00	-11,155.17	98.39%
486155 DISABILITY/LIFE ADMINSTRATION	9,313.94	11,000.00	-1,686.06	84.67%
486156 DISABILITY/LIFE HIGHWAY	4,908.18	5,000.00	-91.82	98.16%
486157 DISABILITY/LIFE POLICE	19,384.94	18,000.00	1,384.94	107.69%
486158 PAYROLL MEDICAL INS TRANSFERS	9,783.96	8,130.00	1,653.96	120.34%
486161 PROPERTY INSURANCE ADMIN	4,764.00	5,327.00	-563.00	89.43%
486162 PROPERTY INSURANCE HIGHWAY	6,528.00	7,153.00	-625.00	91.26%

	Actual	Budget	over Budget	% of Budget
486163 PROPERTY INSURANCE POLICE	16,855.00	17,999.00	-1,144.00	93.64%
486164 PROPERTY INSURANCE PARK	6,972.00	7,613.00	-641.00	91.58%
486165 AFFORDABLE CARE ACT TAXES	414.02	400.00	14.02	103.51%
486351 WORKERS COMP ADMIN	3,028.48	1,574.00	1,454.48	192.41%
486352 WORKERS COMP HIGHWAY	49,993.84	82,123.00	-32,129.16	60.88%
486353 WORKERS COMP POLICE	123,045.68	138,243.00	-15,197.32	89.01%
486354 WORKERS COMP FIRE/AMBULANCE	14,984.00	30,329.00	-15,345.00	49.40%
486371 AUTO LIABILITY ADMIN	560.00	596.00	-36.00	93.96%
486372 AUTO LIABILITY HIGHWAY	3,626.00	4,200.00	-574.00	86.33%
486373 AUTO LIABILITY POLICE	15,996.00	15,814.00	182.00	101.15%
486381 GENERAL LIABILITY ADMIN	456.36	206.00	250.36	221.53%
486382 GENERAL LIABILITY HIGHWAY	653.00	676.00	-23.00	96.60%
486383 GENERAL LIABILITY POLICE	23,731.00	23,406.00	325.00	101.39%
486384 GENERAL LIABILITY PARK	1,864.00	1,929.00	-65.00	96.63%
486390 POLICE PROFESSIONAL LIABILITY	52,763.00	50,521.00	2,242.00	104.44%
486413 PUBLIC OFFICIALS AND BONDING	35,340.00	37,163.00	-1,823.00	95.09%
Total 486 c. Insurance	\$ 1,613,383.49	\$ 1,639,373.00	-\$ 25,989.51	98.41%
487 d. Employee Benefits Expenses				
487150 DEFERRED COMPENSATION PLAN	132,227.35	120,000.00	12,227.35	110.19%
487157 EMPLOYER MEDICARE	81,991.11	77,000.00	4,991.11	106.48%
487161 EMPLOYER SOCIAL SECURITY	340,565.35	325,000.00	15,565.35	104.79%
487162 UNEMPLOYMENT COMPENSATION	8,242.88	15,000.00	-6,757.12	54.95%
487166 ADDITIONAL CONTRACTUAL BENEFITS	70,049.09	60,000.00	10,049.09	116.75%
487167 PENSION PAYMENTS	1,066,624.58	1,066,625.00	-0.42	100.00%
487168 ICMA RETIREMENT HEALTH PLAN	39,028.16	34,000.00	5,028.16	114.79%
487170 GASB44 Post Ret Uniform Benefit	21,455.50	15,000.00	6,455.50	143.04%
Total 487 d. Employee Benefits Expenses	\$ 1,760,184.02	\$ 1,712,625.00	\$ 47,559.02	102.78%
Total 48 F. Miscellaneous Expenditures	\$ 3,382,515.76	\$ 3,373,998.00	\$ 8,517.76	100.25%
49 G. INTERFUND TRANSFERS				
492002 Transfer to Reserve Fund	100,000.00	100,000.00	0.00	100.00%
4922800 Open Space Transfer	0.00	25,000.00	-25,000.00	0.00%
492400 TRANSFER CAPITAL FUND	200,000.00	200,000.00	0.00	100.00%
Total 49 G. INTERFUND TRANSFERS	\$ 300,000.00	\$ 325,000.00	-\$ 25,000.00	92.31%
6561 *Payroll Expenses	0.00		0.00	
Uncategorized Expense	248.25		248.25	
Total Expenses	\$ 11,098,044.95	\$ 11,212,050.00	-\$ 114,005.05	98.98%
Net Operating Income	-\$ 453,068.30	-\$ 325,100.00	-\$ 127,968.30	139.36%
Net Income	-\$ 453,068.30	-\$ 325,100.00	-\$ 127,968.30	139.36%

Wednesday, Jan 20, 2021 06:12:51 AM GMT-8 - Accrual Basis

Hatfield Township Fire Fund Profit & Loss Budget vs. Actual January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
A. Taxes				
a. Real Property				
301100 · R/E TAXES - CURRENT YEAR	562,953.86	548,726.68	14,227.18	102.59%
301200 · R/E TAXES- PRIOR YEAR	0.00	150.00	-150.00	0.0%
301300 · R/E TAXES - LIENED	4,743.42	18,734.00	-13,990.58	25.32%
301600 · R/E TAXES - INTERIMS	2,909.94	0.00	2,909.94	100.0%
Total a. Real Property	<u>570,607.22</u>	<u>567,610.68</u>	<u>2,996.54</u>	<u>100.53%</u>
Total A. Taxes	570,607.22	567,610.68	2,996.54	100.53%
E. Fund Balance				
399000 · Fund Balance Forward	18,193.00	700.00	17,493.00	2,599.0%
Total E. Fund Balance	<u>18,193.00</u>	<u>700.00</u>	<u>17,493.00</u>	<u>2,599.0%</u>
Total Income	588,800.22	568,310.68	20,489.54	103.61%
Expense				
A. Public Safety				
411500 · CONTRIBUTION TO FIRE COMPANIES	315,000.00	315,000.00	0.00	100.0%
Total A. Public Safety	315,000.00	315,000.00	0.00	100.0%
B. Interfund Transfers				
492300 · To Equipment Reserve Fund	269,000.00	252,000.00	17,000.00	106.75%
Total B. Interfund Transfers	<u>269,000.00</u>	<u>252,000.00</u>	<u>17,000.00</u>	<u>106.75%</u>
Total Expense	584,000.00	567,000.00	17,000.00	103.0%
Net Income	<u><u>4,800.22</u></u>	<u><u>1,310.68</u></u>	<u><u>3,489.54</u></u>	<u><u>366.24%</u></u>

04 Fire Reserve Equipment Fund
Profit & Loss Budget vs. Actual
 January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
392030 Transfer from Fire Fund	269,000.00	252,000.00	17,000.00	106.75%
399000 Fund Balance Forward	510,571.00	620,282.67	-109,711.67	82.31%
Total Income	<u>779,571.00</u>	<u>872,282.67</u>	<u>-92,711.67</u>	<u>89.37%</u>
Expense				
411500 Captial- Hatfield Fire	40,789.90			
411600 Captial Colmar Fire	500.00			
492600 transfer to Debt Servi	68,786.00	68,786.00	0.00	100.0%
Total Expense	<u>110,075.90</u>	<u>68,786.00</u>	<u>41,289.90</u>	<u>160.03%</u>
Net Income	<u>669,495.10</u>	<u>803,496.67</u>	<u>-134,001.57</u>	<u>83.32%</u>

Hatfield Township Debt Service Fund Profit & Loss Budget vs. Actual January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
301.100 · RE TAXES - CURRENT	634,858.68	620,000.00	14,858.68	102.4%
301.200 · RE TAXES - PRIOR YEAR	0.00	100.00	-100.00	0.0%
301.300 · RE TAXES - LIENED	5,309.57	5,000.00	309.57	106.19%
301.600 · RE TAXES - INTERIM	3,769.68	1,400.00	2,369.68	269.26%
357000 · Fire Capital Transfer	68,786.00	68,786.00	0.00	100.0%
358000 · Borough Pool Share	28,341.58	29,500.00	-1,158.42	96.07%
399.000 · Fund Balance Forward	902,477.29	736,760.00	165,717.29	122.49%
Total Income	<u>1,643,542.80</u>	<u>1,461,546.00</u>	<u>181,996.80</u>	<u>112.45%</u>
Gross Profit	1,643,542.80	1,461,546.00	181,996.80	112.45%
Expense				
470.200 · Police Radio Debt Service	110,526.36	110,526.35	0.01	100.0%
471.201 · Debt Principal	468,000.00	468,000.00	0.00	100.0%
472.000 · Debt Interest	85,814.94	96,977.00	-11,162.06	88.49%
492.010 · Transfer to General Fund	67,809.56			
Total Expense	<u>732,150.86</u>	<u>675,503.35</u>	<u>56,647.51</u>	<u>108.39%</u>
Net Income	<u><u>911,391.94</u></u>	<u><u>786,042.65</u></u>	<u><u>125,349.29</u></u>	<u><u>115.95%</u></u>

HATFIELD TOWNSHIP CAPITAL RESERVE FUND

Budget vs. Actuals:

January - December 2020

	Actual	Budget	Total over Budget	% of Budget
Income				
C. LOCAL SHARED REVENUE			0.00	
358021 General Fund - Transfer	200,000.00	200,000.00	0.00	100.00%
Total C. LOCAL SHARED REVENUE	\$ 200,000.00	\$ 200,000.00	\$ 0.00	100.00%
D. MISC. INCOME			0.00	
381010 Disposal of CapAssits -Highway	42,400.00	10,000.00	32,400.00	424.00%
381015 Highway Reimbursements	1,204.44	300.00	904.44	401.48%
381020 Disposal of Capital Assets Pol	4,114.35	5,000.00	-885.65	82.29%
Total D. MISC. INCOME	\$ 47,718.79	\$ 15,300.00	\$ 32,418.79	311.89%
H. CASH BALANCE FORWARD			0.00	
399000 FUND BALANCE FORWARD	86,430.00	18,066.00	68,364.00	478.41%
Total H. CASH BALANCE FORWARD	\$ 86,430.00	\$ 18,066.00	\$ 68,364.00	478.41%
Total Income	\$ 334,148.79	\$ 233,366.00	\$ 100,782.79	143.19%
Gross Profit	\$ 334,148.79	\$ 233,366.00	\$ 100,782.79	143.19%
Expenses				
C. PUBLIC SAFETY			0.00	
410700 POLICE VEHICLES	38,813.00	100,000.00	-61,187.00	38.81%
410703 Police Capital	25,164.45	10,000.00	15,164.45	251.64%
Total C. PUBLIC SAFETY	\$ 63,977.45	\$ 110,000.00	-\$ 46,022.55	58.16%
E. PUBLIC WORKS			0.00	
430700. HIGHWAY CAPITAL	145,545.46	100,000.00	45,545.46	145.55%
Total E. PUBLIC WORKS	\$ 145,545.46	\$ 100,000.00	\$ 45,545.46	145.55%
Total Expenses	\$ 209,522.91	\$ 210,000.00	-\$ 477.09	99.77%
Net Operating Income	\$ 124,625.88	\$ 23,366.00	\$ 101,259.88	533.36%
Net Income	\$ 124,625.88	\$ 23,366.00	\$ 101,259.88	533.36%

Hatfield Community Pool Fund

Budget vs. Actuals

January - December 2020

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
C. Memberships and Daily Fees			0.00	
367.141 Hatfield Twp Season Pass	0.00	135,000.00	-135,000.00	0.00%
367.151 Non Resident Season Pass	0.00	150,000.00	-150,000.00	0.00%
367.161 Daily Resident / Non Resident		215,000.00	-215,000.00	0.00%
Total C. Memberships and Daily Fees	\$ 0.00	\$ 500,000.00	-\$ 500,000.00	0.00%
D. Concessions			0.00	
367.301 Point of Sale Items		500.00	-500.00	0.00%
367.302 Snack Bar Concessions		110,000.00	-110,000.00	0.00%
Total D. Concessions	\$ 0.00	\$ 110,500.00	-\$ 110,500.00	0.00%
E. Programs and Instructions			0.00	
367.210 Swimming Programs	-250.00	15,000.00	-15,250.00	-1.67%
Total E. Programs and Instructions	-\$ 250.00	\$ 15,000.00	-\$ 15,250.00	-1.67%
F. Special User Groups			0.00	
367.402 Group Reservations		10,000.00	-10,000.00	0.00%
Total F. Special User Groups	\$ 0.00	\$ 10,000.00	-\$ 10,000.00	0.00%
I. Donations and Contributions			0.00	
387.000 Donations		3,000.00	-3,000.00	0.00%
Total I. Donations and Contributions	\$ 0.00	\$ 3,000.00	-\$ 3,000.00	0.00%
J. Interfund Transfers			0.00	
392.236 Contribution Fund Trans	20,000.00		20,000.00	
Total J. Interfund Transfers	\$ 20,000.00	\$ 0.00	\$ 20,000.00	
K. Fund Balance Forward			0.00	
399.000 Balance Forward	39,417.00	8,627.43	30,789.57	456.88%
Total K. Fund Balance Forward	\$ 39,417.00	\$ 8,627.43	\$ 30,789.57	456.88%
Total Income	\$ 59,167.00	\$ 647,127.43	-\$ 587,960.43	9.14%
Gross Profit	\$ 59,167.00	\$ 647,127.43	-\$ 587,960.43	9.14%
Expenses				
A. Salaries			0.00	
401.101 Facility Managers	1,224.28	35,000.00	-33,775.72	3.50%
401.102 Coaches & Instructors	0.00	1,000.00	-1,000.00	0.00%
401.103 Lifeguards & Attendants	0.00	150,000.00	-150,000.00	0.00%
401.104 Snack Bar Manager and Staff	0.00	40,000.00	-40,000.00	0.00%
401.106 Swim Team Coaches		10,000.00	-10,000.00	0.00%
401.107 Operations		20,000.00	-20,000.00	0.00%
401.110 Front Desk		100,000.00	-100,000.00	0.00%
Total A. Salaries	\$ 1,224.28	\$ 356,000.00	-\$ 354,775.72	0.34%
B. Supplies & Maintenance			0.00	
401.210 Office Supplies		600.00	-600.00	0.00%
401.215 Pool Employees Rewards		2,000.00	-2,000.00	0.00%

401220 Medical Supplies		1,000.00	-1,000.00	0.00%
401221 Pool Chemicals	3,481.29	25,000.00	-21,518.71	13.93%
401222 Misc. Supplies	18.37	1,200.00	-1,181.63	1.53%
401223 Janitorial Supplies		1,000.00	-1,000.00	0.00%
401224 Aquatic Equipment		3,000.00	-3,000.00	0.00%
401238 Uniforms	63.79	10,000.00	-9,936.21	0.64%
401250 Welcome Desk Re-sale		3,000.00	-3,000.00	0.00%
401260 Minor Equipment	738.46	2,000.00	-1,261.54	36.92%
401325 Postage		100.00	-100.00	0.00%
401341 Public Relations		5,000.00	-5,000.00	0.00%
401344 Membership Cards/Wristbands		600.00	-600.00	0.00%
401384 Computer Maintenance		1,500.00	-1,500.00	0.00%
401420 Dues, Travel	363.00	500.00	-137.00	72.60%
401440 Snack Bar Equipement	145.25	4,000.00	-3,854.75	3.63%
401441 Snack Bar Inventory	-200.00	55,000.00	-55,200.00	-0.36%
401442 Sales Tax Payable		7,000.00	-7,000.00	0.00%
401450 Program Development		400.00	-400.00	0.00%
401460 Daily Operations repair/maint	6,549.92	19,000.00	-12,450.08	34.47%
401470 Site Improvements		14,000.00	-14,000.00	0.00%
401480 Square -MyRec Charges	3,122.74		3,122.74	
Total B. Supplies & Maintenance	\$ 14,282.82	\$ 155,900.00	-\$ 141,617.18	9.16%
C. Services			0.00	
409101 Cleaning Service/Supply		12,000.00	-12,000.00	0.00%
409102 Trash Removal		3,000.00	-3,000.00	0.00%
409200 Pool Winterizing	10,829.90	10,000.00	829.90	108.30%
409338 Repair	8,749.61	10,000.00	-1,250.39	87.50%
409450 Child History Clearance	260.00		260.00	
409456 Pa Inspection & Testing	0.00	2,000.00	-2,000.00	0.00%
409457 Ground Maintance Service		500.00	-500.00	0.00%
409460 Training Certification	912.00	2,000.00	-1,088.00	45.60%
409461 Payroll Processing	2,238.92	6,000.00	-3,761.08	37.32%
Total C. Services	\$ 22,990.43	\$ 45,500.00	-\$ 22,509.57	50.53%
D. Utilities			0.00	
433361 Electricity	13,158.53	25,000.00	-11,841.47	52.63%
433362 Telephone	5,538.00	5,500.00	38.00	100.69%
433364 Propane		10,000.00	-10,000.00	0.00%
Total D. Utilities	\$ 18,696.53	\$ 40,500.00	-\$ 21,803.47	46.16%
F. Benefits			0.00	
487157 Employer Medicare	17.75	400.00	-382.25	4.44%
487161 Social Security	75.90	29,000.00	-28,924.10	0.26%
487162 Unemployment Comp		100.00	-100.00	0.00%
Total F. Benefits	\$ 93.65	\$ 29,500.00	-\$ 29,406.35	0.32%
G. Interfund Transfers			0.00	
492100 Transfer to Pool Capital Fund		10,000.00	-10,000.00	0.00%
Total G. Interfund Transfers	\$ 0.00	\$ 10,000.00	-\$ 10,000.00	0.00%
Total Expenses	\$ 57,287.71	\$ 637,400.00	-\$ 580,112.29	8.99%
Net Operating Income	\$ 1,879.29	\$ 9,727.43	-\$ 7,848.14	19.32%

Net Income

\$ 1,879.29 \$ 9,727.43 -\$ 7,848.14 19.32%

Hatfield Township Pool Reserve Fund

Profit & Loss Budget vs. Actual

January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
392000 Transfer from Pool Fund	0.00	10,000.00	-10,000.00	0.0%
392036 Transfer from Contributi	30,000.00			
392200 Transfer Park/ Rec Fund	80,000.00	80,000.00	0.00	100.0%
399000 Fund Balance Forward	65,275.00	59,075.87	6,199.13	110.49%
Total Income	<u>175,275.00</u>	<u>149,075.87</u>	<u>26,199.13</u>	<u>117.57%</u>
Gross Profit	175,275.00	149,075.87	26,199.13	117.57%
Expense				
451112 Pool repair	158,704.28	80,000.00	78,704.28	198.38%
Total Expense	<u>158,704.28</u>	<u>80,000.00</u>	<u>78,704.28</u>	<u>198.38%</u>
Net Income	<u><u>16,570.72</u></u>	<u><u>69,075.87</u></u>	<u><u>-52,505.15</u></u>	<u><u>23.99%</u></u>

Hatfield Township Park & Rec Fund

Budget vs. Actuals

January - December 2020

	Actual	Budget	Total over Budget	% of Budget
Income				
A. Taxes			0.00	
a. Real Property			0.00	
301100 R/E Taxes - Current Year	199,758.00	206,000.00	-6,242.00	96.97%
301200 R/E Taxes - Prior Year		600.00	-600.00	0.00%
301300 R/E Taxes - Delinquent/Liened	1,638.15	5,600.00	-3,961.85	29.25%
301600 R/E Taxes - Interim	1,032.62	600.00	432.62	172.10%
Total a. Real Property	\$ 202,428.77	\$ 212,800.00	-\$ 10,371.23	95.13%
Total A. Taxes	\$ 202,428.77	\$ 212,800.00	-\$ 10,371.23	95.13%
C. Rents			0.00	
342500 Ballfield Billboards	1,200.00	3,400.00	-2,200.00	35.29%
342501 Ballfield Lights - Softball	2,394.53	6,000.00	-3,605.47	39.91%
342502 Ballfield Lights - Hardball		2,500.00	-2,500.00	0.00%
342503 Pavilion Rental - SRP	250.00	1,000.00	-750.00	25.00%
342504 Athletic Field Rental	3,610.00	6,300.00	-2,690.00	57.30%
387650 Rent Collected	3,935.00	1,000.00	2,935.00	393.50%
Total C. Rents	\$ 11,389.53	\$ 20,200.00	-\$ 8,810.47	56.38%
F. Program Fees			0.00	
367120 GOLF TOURNAMENT FEES		6,000.00	-6,000.00	0.00%
367200 SUMMER RECREATION FEES	100.00	80,000.00	-79,900.00	0.13%
367220 SPECIALTY SPORTS CAMPS		5,000.00	-5,000.00	0.00%
367302 SEASONAL WORKSHOPS		1,800.00	-1,800.00	0.00%
367320 PRPS TICKET SALES	948.97	10,000.00	-9,051.03	9.49%
367800 BUS TRIP FEES	150.00	5,000.00	-4,850.00	3.00%
367810 CAR SHOW FEES		500.00	-500.00	0.00%
367850 MUSICFEAST FOOD SALES		2,500.00	-2,500.00	0.00%
387880 Park Rec Programs	1,617.50	10,000.00	-8,382.50	16.18%
Total F. Program Fees	\$ 2,816.47	\$ 120,800.00	-\$ 117,983.53	2.33%
H. Contributions and donations			0.00	
387000. GOLF OUTING SPONSORSHIPS		15,000.00	-15,000.00	0.00%
387300 NATURE CAMP SPONSORSHIP	1,500.00	1,500.00	0.00	100.00%
387400 ROCKTOBERFEST SPONSORSHIP	500.00	4,000.00	-3,500.00	12.50%
387420 RACE PROCEEDS	-4,758.19	5,000.00	-9,758.19	-95.16%
387500 PARK PROGRAMING DONATIONS		1,000.00	-1,000.00	0.00%
387600 MUSIC SERIES DONATIONS	3,000.00	6,000.00	-3,000.00	50.00%
Total H. Contributions and donations	\$ 241.81	\$ 32,500.00	-\$ 32,258.19	0.74%
I. Interfund Transfers			0.00	
392200 TRANSFER TWP CONTRIBUTION FUND	20,000.00	20,000.00	0.00	100.00%
392500 TRANSFER FROM GENERAL FUND		0.00	0.00	
Total I. Interfund Transfers	\$ 20,000.00	\$ 20,000.00	\$ 0.00	100.00%

J. Fund Balance			0.00	
399000 FUND BALANCE FORWARD	28,222.18	20,667.85	7,554.33	136.55%
Total J. Fund Balance	\$ 28,222.18	\$ 20,667.85	\$ 7,554.33	136.55%
Total Income	\$ 265,098.76	\$ 426,967.85	-\$ 161,869.09	62.09%
Gross Profit	\$ 265,098.76	\$ 426,967.85	-\$ 161,869.09	62.09%
Expenses				
A. PARK/REC PAYROLL			0.00	
401102 Director/ Programers	112,043.00	114,000.00	-1,957.00	98.28%
401103 Summer Seasonal Employee		35,000.00	-35,000.00	0.00%
401105 Parks Rec Public Works Employee	25,000.00	64,000.00	-39,000.00	39.06%
Total A. PARK/REC PAYROLL	\$ 137,043.00	\$ 213,000.00	-\$ 75,957.00	64.34%
B. Park Operations			0.00	
454220 OPERATING SUPPLIES	20,480.21	15,300.00	5,180.21	133.86%
454260 MINOR EQUIPMENT	424.84	500.00	-75.16	84.97%
454310 PROFESSIONAL SERVICES	1,038.10	4,000.00	-2,961.90	25.95%
454315 CITIZEN BOARD EXPENSES		960.00	-960.00	0.00%
454325 POSTAGE		100.00	-100.00	0.00%
454341 ADVERTIZING AND PRINTING		750.00	-750.00	0.00%
454351 LICENSING		305.00	-305.00	0.00%
454361 ELECTRIC	7,598.01	13,000.00	-5,401.99	58.45%
454363 WIFI Services	906.34	1,000.00	-93.66	90.63%
454366 WATER	6,193.46	4,000.00	2,193.46	154.84%
454386 RENTALS	1,670.18	1,000.00	670.18	167.02%
454420 DUES, MEETINGS, AND TRAINING	374.07	2,000.00	-1,625.93	18.70%
454422 Turf Maintance	7,384.00	10,000.00	-2,616.00	73.84%
454450 CONTRACTED SERVICES	32,039.00	20,000.00	12,039.00	160.20%
454730 Highway Dept Services		10,000.00	-10,000.00	0.00%
Total B. Park Operations	\$ 78,108.21	\$ 82,915.00	-\$ 4,806.79	94.20%
C. Park Programs			0.00	
459110 GOLF TOURNAMENT		16,000.00	-16,000.00	0.00%
459126 SUMMER REC SUPPLIES	-249.00	10,000.00	-10,249.00	-2.49%
459128 SPECIALTY SPORT CAMP		5,000.00	-5,000.00	0.00%
459130 NATURE CAMP	-265.00		-265.00	
459132 Dog Park Expenses	2,222.00	5,000.00	-2,778.00	44.44%
459135 PRPS - DISCOUNT TICKET SALES	827.00	7,500.00	-6,673.00	11.03%
459150 BUS TRIPS	450.00	5,000.00	-4,550.00	9.00%
459190 EARTH DAY		300.00	-300.00	0.00%
459210 ROCKTOBERFEST	150.00	6,000.00	-5,850.00	2.50%
459220 MUSIC FEAST EXPENSES	4,480.00	10,500.00	-6,020.00	42.67%
459300 Park Rec Programing	5,688.78	12,500.00	-6,811.22	45.51%
459301 Memorial Tree Program		500.00	-500.00	0.00%
459330 Winter Programing		5,000.00	-5,000.00	0.00%
Total C. Park Programs	\$ 13,303.78	\$ 83,300.00	-\$ 69,996.22	15.97%
D. Employee Benefits/Expenses			0.00	
487157 Employee Medicare	1,624.62	2,000.00	-375.38	81.23%
487161 Employee Social Security	6,946.65	8,600.00	-1,653.35	80.78%
487162 Unemployment Comp		100.00	-100.00	0.00%

Total D. Employee Benefits/Expenses	\$ 8,571.27	\$ 10,700.00	-\$ 2,128.73	80.11%
E. Fund Transfer			0.00	
492600 TRANSFER TO Park rec RESERVE		20,000.00	-20,000.00	0.00%
Total E. Fund Transfer	\$ 0.00	\$ 20,000.00	-\$ 20,000.00	0.00%
Total Expenses	\$ 237,026.26	\$ 409,915.00	-\$ 172,888.74	57.82%
Net Operating Income	\$ 28,072.50	\$ 17,052.85	\$ 11,019.65	164.62%
Net Income	\$ 28,072.50	\$ 17,052.85	\$ 11,019.65	164.62%

PARK AND REC CAPTIAL FUND

Profit & Loss Budget vs. Actual

January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
354000 State Grants				
354002 State Grants	100,000.00			
Total 354000 State Grants	<u>100,000.00</u>			
387000 Non Gov't Revenue				
387003 Developers Contributions	85,225.00	38,000.00	47,225.00	224.28%
Total 387000 Non Gov't Revenue	<u>85,225.00</u>	<u>38,000.00</u>	<u>47,225.00</u>	<u>224.28%</u>
392000 Fund Balance Transfer				
392180 Park and Rec Transfer	0.00	32,500.00	-32,500.00	0.0%
392370 Contribution FD Transfer	0.00	0.00	0.00	0.0%
399900 Fund Balance Forward	250,000.00	294,981.18	-44,981.18	84.75%
Total 392000 Fund Balance Transfer	<u>250,000.00</u>	<u>327,481.18</u>	<u>-77,481.18</u>	<u>76.34%</u>
Total Income	<u>435,225.00</u>	<u>365,481.18</u>	<u>69,743.82</u>	<u>119.08%</u>
Expense				
454000 Expenses				
454007 Park Improvements	110,037.02	175,000.00	-64,962.98	62.88%
454008 Park Rec Maintance Equip	18,663.32	40,000.00	-21,336.68	46.66%
454010 Ficks Trail Project	30,144.83	100,000.00	-69,855.17	30.15%
492016 Inter Trans - Pool Capit	80,000.00	80,000.00	0.00	100.0%
Total 454000 Expenses	<u>238,845.17</u>	<u>395,000.00</u>	<u>-156,154.83</u>	<u>60.47%</u>
Total Expense	<u>238,845.17</u>	<u>395,000.00</u>	<u>-156,154.83</u>	<u>60.47%</u>
Net Income	<u><u>196,379.83</u></u>	<u><u>-29,518.82</u></u>	<u><u>225,898.65</u></u>	<u><u>-665.27%</u></u>

Hatfield Township State Aid Fund Profit & Loss Budget vs. Actual January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
A. Interest				
341000 · Interest Earnings	0.00	500.00	-500.00	0.0%
Total A. Interest	0.00	500.00	-500.00	0.0%
B. State Shared Revenue				
355020 · Liquid Fuels Tax	525,948.67	540,000.00	-14,051.33	97.4%
355030 · Liquid Fuels Turnback Money	4,920.00	4,920.00	0.00	100.0%
Total B. State Shared Revenue	530,868.67	544,920.00	-14,051.33	97.42%
D. Interfund Transfers				
392700 · Transfer From General Fund	183,289.20			
Total D. Interfund Transfers	183,289.20			
E. Fund Balance Forward				
399.000 · Fund Balance Forward	159,287.00	138,550.14	20,736.86	114.97%
Total E. Fund Balance Forward	159,287.00	138,550.14	20,736.86	114.97%
Total Income	873,444.87	683,970.14	189,474.73	127.7%
Expense				
B. Major Equipment Purchases				
430740 · Major Equipment Purchases	186,869.30	187,190.00	-320.70	99.83%
Total B. Major Equipment Purchases	186,869.30	187,190.00	-320.70	99.83%
I. Hwy Contrsruction/Rebuilding				
439000 · Highway Construction/Rebuiding	603,289.20	420,000.00	183,289.20	143.64%
Total I. Hwy Contrsruction/Rebuilding	603,289.20	420,000.00	183,289.20	143.64%
Total Expense	790,158.50	607,190.00	182,968.50	130.13%
Net Income	<u>83,286.37</u>	<u>76,780.14</u>	<u>6,506.23</u>	<u>108.47%</u>

Hatfield Township Contribution Fund

Budget vs. Actuals

January - December 2020

	Actual	Budget	Total over Budget	% of Budget
Income				
A -Recycling Revenues			0.00	
387300 Recycling Rebate money	48,121.72	35,000.00	13,121.72	137.49%
399.000 Fund Balance Forward Recy	44,080.48	66,295.02	-22,214.54	66.49%
Total A -Recycling Revenues	\$ 92,202.20	\$ 101,295.02	-\$ 9,092.82	91.02%
C - Road Improvements			0.00	
387500 Road /Sidewalk Fund	38,192.00	500.00	37,692.00	7638.40%
399.020 Fund Bal Fwd - Road Improvement	394,456.73	151,355.28	243,101.45	260.62%
Total C - Road Improvements	\$ 432,648.73	\$ 151,855.28	\$ 280,793.45	284.91%
D - Open Space Park Improvement			0.00	
367601 Transfer from GF	0.00	25,000.00	-25,000.00	0.00%
387600 Open Space	168,537.50		168,537.50	
387601 Dog Park Fund Raiser		6,000.00	-6,000.00	0.00%
399.030 Fwd Bal Forward - Open Space	194,096.50	239,171.50	-45,075.00	81.15%
Total D - Open Space Park Improvement	\$ 362,634.00	\$ 270,171.50	\$ 92,462.50	134.22%
G -Police Special Funds			0.00	
310700 Police Donations	500.00	100.00	400.00	500.00%
310800 Fund Fwd - Police Special Funds	7,264.00	7,264.00	0.00	100.00%
Total G -Police Special Funds	\$ 7,764.00	\$ 7,364.00	\$ 400.00	105.43%
I - State Rd/Bdg Reimbursements			0.00	
386100 Brdg/ Rd Reimbursements		1,900,000.00	-1,900,000.00	0.00%
386200 Bridge/Road Carry fwd	-139,788.00	-114,273.45	-25,514.55	122.33%
Total I - State Rd/Bdg Reimbursements	-\$ 139,788.00	\$ 1,785,726.55	-\$ 1,925,514.55	-7.83%
J - DVIT - RSF Fund			0.00	
363310 RSF Carry Forward	834,280.00	809,795.00	24,485.00	103.02%
386300 RSF Reimbursement	82,831.50	91,889.00	-9,057.50	90.14%
Total J - DVIT - RSF Fund	\$ 917,111.50	\$ 901,684.00	\$ 15,427.50	101.71%
Total Income	\$ 1,672,572.43	\$ 3,218,096.35	-\$ 1,545,523.92	51.97%
Gross Profit	\$ 1,672,572.43	\$ 3,218,096.35	-\$ 1,545,523.92	51.97%
Expenses				
A - Recycling Expenses			0.00	
426200 Recycling expense	64,954.91	60,000.00	4,954.91	108.26%
487400 RECYCLING MONIES PROJECT	20,000.00	20,000.00	0.00	100.00%
Total A - Recycling Expenses	\$ 84,954.91	\$ 80,000.00	\$ 4,954.91	106.19%
C - Road Improvement Exp			0.00	
487750 Road Improvement Exp	42,000.00	0.00	42,000.00	
Total C - Road Improvement Exp	\$ 42,000.00	\$ 0.00	\$ 42,000.00	
D - Open Space Exp			0.00	
487600 OPEN SPACE EXPENSES ADMIN	1,364.00	5,000.00	-3,636.00	27.28%
487601 Parks Improvements	450.00	500.00	-50.00	90.00%
487602 Dog Park Expenses		6,000.00	-6,000.00	0.00%

487700 Open Space Purchases		500.00	-500.00	0.00%
Total D - Open Space Exp	\$ 1,814.00	\$ 12,000.00	-\$ 10,186.00	15.12%
G - Police Special Funds Exp			0.00	
410700 Police Expense	480.14		480.14	
Total G - Police Special Funds Exp	\$ 480.14	\$ 0.00	\$ 480.14	
I - State Rd/Bdg Expenses			0.00	
486100 Road Improvements		1,900,000.00	-1,900,000.00	0.00%
Total I - State Rd/Bdg Expenses	\$ 0.00	\$ 1,900,000.00	-\$ 1,900,000.00	0.00%
J - DVIT - RSF Expenses			0.00	
492005 Transfer to Impact Fees	0.00		0.00	
492015 Transfer to Pool	20,000.00		20,000.00	
492016 Transfer Pool Reserve	30,000.00		30,000.00	
Total J - DVIT - RSF Expenses	\$ 50,000.00	\$ 0.00	\$ 50,000.00	
Total Expenses	\$ 179,249.05	\$ 1,992,000.00	-\$ 1,812,750.95	9.00%
Net Operating Income	\$ 1,493,323.38	\$ 1,226,096.35	\$ 267,227.03	121.79%
Net Income	\$ 1,493,323.38	\$ 1,226,096.35	\$ 267,227.03	121.79%

Hatfield Township

Finance Report

1/27/2021

	Bills Already Paid	Bills to be Paid	Total Paid and Unpaid
General Fund	\$ 58,678.58	\$ 203,340.94	\$ 262,019.52
Fire Fund			\$ -
Parks and Rec		\$ 5,375.61	\$ 5,375.61
Parks Rec Capital			\$ -
Capital Reserve		\$ 37,999.00	\$ 37,999.00
Pool Fund		\$ 1,638.98	\$ 1,638.98
Pool Reserve		\$ 19,280.00	\$ 19,280.00
Debt Service	\$ 6,643.22		\$ 6,643.22
State Aid		\$ 26,807.25	\$ 26,807.25
Impact			\$ -
Contribution		\$ 26,807.25	\$ 26,807.25
DUI Fund			\$ -
Escrow		\$ 38,035.08	\$ 38,035.08
Totals	\$ 65,321.80	\$ 359,284.11	\$ 424,605.91

**Hatfield Township - General Fund
Paid Early Checks
December 28-31, 2020**

100100 CASH-CHECKING -
COMMERCE

Date	Name	Transaction Type	Amount
12/29/2020	Crimewatch Technologies	Bill Payment (Check)	-3,397.32 -3,397.32
12/30/2020	21st Century Media - Philly Cluster	Bill Payment (Check)	-578.01 -578.01
12/30/2020	ADVENT SECURITY CORP./	Bill Payment (Check)	-730.00 -730.00
12/30/2020	All Points Reporting	Bill Payment (Check)	-713.40 -713.40
12/30/2020	American heritage Life Ins Co	Bill Payment (Check)	-68.96 -68.96
12/30/2020	ANCHOR FIRE PROTECTION CO.	Bill Payment (Check)	-624.00 -624.00
12/30/2020	BERGEY'S, INC.	Bill Payment (Check)	-443.00 -443.00
12/30/2020	BERGEYs Realty Co	Bill Payment (Check)	-327.21 -327.21
12/30/2020	Bruce & Carolyn Abey	Bill Payment (Check)	-4.15 -4.15
12/30/2020	Bruce Environmental & Response Management, LLC	Bill Payment (Check)	-850.00 -850.00
12/30/2020	Claude Hunsberger	Bill Payment (Check)	-58.31 -58.31
12/30/2020	Comcast/	Bill Payment (Check)	-299.90 -299.90
12/30/2020	Conrad Siegel	Bill Payment (Check)	-1,000.00 -1,000.00
12/30/2020	Derstine Properties	Bill Payment (Check)	-338.88 -338.88
12/30/2020	Emergency Systems	Bill Payment (Check)	-612.02 -612.02
12/30/2020	Fraser Advanced Info System	Bill Payment (Check)	-4,296.80 -4,296.80
12/30/2020	Funks Rd Properties	Bill Payment (Check)	-411.93

			-411.93
12/30/2020	Herman & Mar Goetter	Bill Payment (Check)	-72.51 -72.51
12/30/2020	Interstate Graphics	Bill Payment (Check)	-225.00 -225.00
12/30/2020	JOHN IV & Stacy Chatley	Bill Payment (Check)	-290.83 -290.83
12/30/2020	Joseph & Laura Ragus	Bill Payment (Check)	-2.70 -2.70
12/30/2020	KENCO HYDRAULICS, INC.	Bill Payment (Check)	-15.84 -15.84
12/30/2020	LOWE'S	Bill Payment (Check)	-402.37 -402.37
12/30/2020	MARRIOTT'S EMERGENCY EQUIPMENT	Bill Payment (Check)	-45.00 -45.00
12/30/2020	McMahon Associates	Bill Payment (Check)	-2,241.45 -2,241.45
12/30/2020	MGM Photography	Bill Payment (Check)	-250.00 -250.00
12/30/2020	Michael Caroline Saylor	Bill Payment (Check)	-141.21 -141.21
12/30/2020	Nassaue Develop C/O Unity Bank	Bill Payment (Check)	-27.59 -27.59
12/30/2020	OFFICE BASICS, INC.	Bill Payment (Check)	-36.39 -36.39
12/30/2020	PAUL & Shannon Smith	Bill Payment (Check)	-347.33 -347.33
12/30/2020	Pitney Bowes Rental	Bill Payment (Check)	-139.20 -139.20
12/30/2020	Power DMS	Bill Payment (Check)	-4,489.55 -4,489.55
12/30/2020	PP & L	Bill Payment (Check)	-17,599.68 -17,599.68
12/30/2020	PURCHASE POWER	Bill Payment (Check)	-2,299.90 -2,299.90
12/30/2020	PV Transport, Inc.	Bill Payment (Check)	-502.92 -502.92

12/30/2020	Robert & Marilyn Boone	Bill Payment (Check)	-130.09 -130.09
12/30/2020	Robert L. Brant & Associates, LLC	Bill Payment (Check)	-1,522.20 -1,522.20
12/30/2020	Rosenberger Kathryn-Randall	Bill Payment (Check)	-385.37 -385.37
12/30/2020	Standard Insurance	Bill Payment (Check)	-2,736.29 -2,736.29
12/30/2020	The Mack Services Group	Bill Payment (Check)	-3,969.08 -3,969.08
12/30/2020	THE STORE AT TOWAMENCIN	Bill Payment (Check)	-101.12 -101.12
12/30/2020	Traiser, LLC	Bill Payment (Check)	-2,241.70 -2,241.70
12/30/2020	Travis & Kristen Lowe	Bill Payment (Check)	-429.96 -429.96
12/30/2020	Triad Truck Equipment, Inc.	Bill Payment (Check)	-432.00 -432.00
12/30/2020	VERIZON WIRELESS	Bill Payment (Check)	-2,277.90 -2,277.90
12/30/2020	verizon/////	Bill Payment (Check)	-548.00 -548.00
12/30/2020	WELDON AUTO PARTS	Bill Payment (Check)	-21.51 -21.51
	total Paid Early		58,678.58

Hatfield Township - General Fund Unpaid Bills

Due: January - December 2021

	Date	Transaction Type	Num	Amount
21st Century Media - Philly Cluster				
	01/18/2021	Bill	2101420	183.16
	01/18/2021	Bill	210417	204.46
Total for 21st Century Media - Philly Cluster				\$ 387.62
ACTEON NETWORKS, LLC/				
	01/18/2021	Bill	160171	1,090.90
Total for ACTEON NETWORKS, LLC/				\$ 1,090.90
AFLAC				
	01/18/2021	Bill	972758	128.68
Total for AFLAC				\$ 128.68
Airgas East				
	01/19/2021	Bill	9976096591	25.18
	01/19/2021	Bill	9976122880	98.24
Total for Airgas East				\$ 123.42
ALLIED WASTE SERVICES #320				
	01/18/2021	Bill	0320003913318	973.44
Total for ALLIED WASTE SERVICES #320				\$ 973.44
Always Integrity				
	01/18/2021	Bill	December 2020	1,365.00
Total for Always Integrity				\$ 1,365.00
Andrew Irick				
	01/18/2021	Bill		264.50
Total for Andrew Irick				\$ 264.50
ARMOUR & SONS ELECTRIC, INC.				
	01/18/2021	Bill	910018975	4,000.00
Total for ARMOUR & SONS ELECTRIC, INC.				\$ 4,000.00
BERGEY'S, INC.				
	01/18/2021	Bill	TK695523W	1,529.92
	01/18/2021	Bill	TK693358W	1,276.52
	01/18/2021	Bill	PE2871390R	72.51
Total for BERGEY'S, INC.				\$ 2,878.95
Blue Tide Express Car Wash				
	01/18/2021	Bill	December 2020	377.95
Total for Blue Tide Express Car Wash				\$ 377.95
CARGO TRAILER SALES				
	01/18/2021	Bill	174522	32.00
	01/18/2021	Bill	174801	30.47
Total for CARGO TRAILER SALES				\$ 62.47
Central Restaurant Products				
	01/18/2021	Bill	11896071	218.32
Total for Central Restaurant Products				\$ 218.32
CKS ENGINEERS INC				
	01/19/2021	Bill	21-346	190.50
	01/19/2021	Bill	21-347	952.95
	01/19/2021	Bill	21-345	190.50
	01/19/2021	Bill	21-348	117.00
Total for CKS ENGINEERS INC				\$ 1,450.95

Comcast/				
	01/18/2021	Bill		103.60
	01/18/2021	Bill		2.67
Total for Comcast/				\$ 106.27
COTTERINO SUPPLY AND EQUIP CO., INC.				
	01/18/2021	Bill	105445	289.36
Total for COTTERINO SUPPLY AND EQUIP CO., INC.				\$ 289.36
David Bernhauser - Petty Cash				
	01/06/2021	Bill Payment (Check)	29991	-635.00
Total for David Bernhauser - Petty Cash				-\$ 635.00
DAVIDHEISER'S INC.				
	01/18/2021	Bill	2021003	155.00
Total for DAVIDHEISER'S INC.				\$ 155.00
DELAWARE VALLEY HEALTH INS TRUST				
	01/18/2021	Bill		90,744.18
Total for DELAWARE VALLEY HEALTH INS TRUST				\$ 90,744.18
DELAWARE VALLEY INSURANCE TRUST				
	01/20/2021	Bill	PREM21-TATFT1	35,535.50
Total for DELAWARE VALLEY INSURANCE TRUST				\$ 35,535.50
DELAWARE VALLEY WORKERS' COMP.				
	01/20/2021	Bill	WCPREM21-HATFT1	32,827.75
Total for DELAWARE VALLEY WORKERS' COMP.				\$ 32,827.75
Designs Unlimited				
	01/18/2021	Bill	3610	205.30
Total for Designs Unlimited				\$ 205.30
ESTABLISHED TRAFFIC CONTROL				
	01/18/2021	Bill	11096	393.00
Total for ESTABLISHED TRAFFIC CONTROL				\$ 393.00
Fraser Advanced Info System				
	01/18/2021	Bill	431385012	332.99
	01/18/2021	Bill	4329065484	2,148.40
Total for Fraser Advanced Info System				\$ 2,481.39
Golden Equipment				
	01/18/2021	Bill	20-46604	83.48
Total for Golden Equipment				\$ 83.48
GUIDEMARK, INC.				
	01/18/2021	Bill	33034	1,700.00
Total for GUIDEMARK, INC.				\$ 1,700.00
IAAI				
	01/18/2021	Bill		100.00
	01/19/2021	Bill		100.00
Total for IAAI				\$ 200.00
INTERSTATE BATTERY SYSTEM OF READING				
	01/18/2021	Bill	62129622	247.95
	01/18/2021	Bill	56208213	163.90
Total for INTERSTATE BATTERY SYSTEM OF READING				\$ 411.85
KENNETH AMEY, AICP				
	01/18/2021	Bill	210101	6,120.00
Total for KENNETH AMEY, AICP				\$ 6,120.00
KIM GOMEZ CLEANING SERVICES				
	01/18/2021	Bill	118	300.00
	01/18/2021	Bill	239	1,250.00

Total for KIM GOMEZ CLEANING SERVICES				\$ 1,550.00
Liberty Products Group, Inc.				
	01/19/2021	Bill	178320	70.00
Total for Liberty Products Group, Inc.				\$ 70.00
Lindsey Montoya				
	01/06/2021	Bill Payment (Check)	29990	-225.00
Total for Lindsey Montoya				-\$ 225.00
Local Records Office				
	01/18/2021	Bill	1.11.2021	89.00
Total for Local Records Office				\$ 89.00
LOWE'S				
	01/18/2021	Bill	Jan 2021	957.22
Total for LOWE'S				\$ 957.22
MARRIOTT'S EMERGENCY EQUIPMENT				
	01/18/2021	Bill	6510	75.00
Total for MARRIOTT'S EMERGENCY EQUIPMENT				\$ 75.00
McMahon Associates				
	01/18/2021	Bill	174936	115.00
	01/19/2021	Bill		1,560.00
Total for McMahon Associates				\$ 1,675.00
Montgomery County Assoc. Twp Commissioner				
	01/19/2021	Bill		350.00
Total for Montgomery County Assoc. Twp Commissioner				\$ 350.00
North Penn Gulf				
	01/18/2021	Bill	265929	1,286.11
	01/18/2021	Bill	265612	228.24
	01/19/2021	Bill	265953	109.37
	01/19/2021	Bill	265961	754.63
	01/19/2021	Bill	266014	109.37
Total for North Penn Gulf				\$ 2,487.72
NORTH PENN WATER AUTHORITY				
	01/18/2021	Bill		12.29
Total for NORTH PENN WATER AUTHORITY				\$ 12.29
OFFICE BASICS, INC.				
	01/18/2021	Bill	1665166	34.34
	01/18/2021	Bill	1670150	67.68
Total for OFFICE BASICS, INC.				\$ 102.02
PA Turnpike Toll By Plate				
	01/18/2021	Bill	106720244-1	13.00
Total for PA Turnpike Toll By Plate				\$ 13.00
PECO ENERGY				
	01/18/2021	Bill		569.90
	01/18/2021	Bill		29.13
Total for PECO ENERGY				\$ 599.03
PENNSYLVANIA ONE CALL SYSTEM, INC.				
	01/18/2021	Bill	889501	62.30
Total for PENNSYLVANIA ONE CALL SYSTEM, INC.				\$ 62.30
Ready Refresh				
	01/19/2021	Bill		200.00
Total for Ready Refresh				\$ 200.00
Robert E. Little, Inc.				
	01/18/2021	Bill	5794041	56.90

Total for Robert E. Little, Inc.				\$ 56.90
SCOTT WEITZEL/				
	01/18/2021	Bill		79.95
Total for SCOTT WEITZEL/				\$ 79.95
SHane Hammer				
	01/18/2021	Bill		230.28
Total for SHane Hammer				\$ 230.28
STAPLES				
	01/18/2021	Bill		372.41
	01/18/2021	Bill		334.78
Total for STAPLES				\$ 707.19
The Mack Services Group				
	01/18/2021	Bill	10569147	627.09
	01/18/2021	Bill	10569102	1,278.54
	01/18/2021	Bill	10547760	183.97
	01/18/2021	Bill	10547775	635.09
	01/18/2021	Bill	10569088	792.61
	01/18/2021	Bill	10557366	769.77
Total for The Mack Services Group				\$ 4,287.07
THE STORE AT TOWAMENCIN				
	01/18/2021	Bill	914115 - keeley	47.83
Total for THE STORE AT TOWAMENCIN				\$ 47.83
THOMAS Miller & Company, Inc.				
	01/18/2021	Bill	634084	30.00
Total for THOMAS Miller & Company, Inc.				\$ 30.00
TIMOTHY A. FRANK				
	01/19/2021	Bill		160.75
Total for TIMOTHY A. FRANK				\$ 160.75
TransUnion Risk and Alternative Data Solu				
	01/18/2021	Bill	2018212020121	83.74
Total for TransUnion Risk and Alternative Data Solu				\$ 83.74
Triad Truck Equipment, Inc.				
	01/18/2021	Bill		92.00
	01/18/2021	Bill		180.00
	01/19/2021	Bill	92340	180.00
Total for Triad Truck Equipment, Inc.				\$ 452.00
UNITED INSPECTION AGENCY, INC.				
	01/18/2021	Bill	120454	2,071.00
Total for UNITED INSPECTION AGENCY, INC.				\$ 2,071.00
Univest Bank				
	01/18/2021	Bill	132322983-2021-01	1,157.65
Total for Univest Bank				\$ 1,157.65
VERIZON WIRELESS				
	01/18/2021	Bill	9870681354	1,021.85
Total for VERIZON WIRELESS				\$ 1,021.85
VERIZON////				
	01/19/2021	Bill		32.80
Total for VERIZON////				\$ 32.80
verizon////				
	01/19/2021	Bill		174.62
Total for verizon////				\$ 174.62
WELDON AUTO PARTS				

01/18/2021	Bill	5227412590	202.01
01/18/2021	Bill	5227409354	185.62
01/18/2021	Bill	5227413509	153.20
01/18/2021	Bill	5227412736	83.82
01/18/2021	Bill	5227412494	64.17
01/18/2021	Bill	5227412592	7.99
01/18/2021	Bill	5227413130	38.96
01/18/2021	Bill	5227412877	32.99
01/19/2021	Bill	5227414381	15.00
01/19/2021	Bill	5227415083	5.69

Total for WELDON AUTO PARTS

TOTAL

\$ 789.45

\$ 203,340.94

Wednesday, Jan 20, 2021 10:56:09 AM GMT-8

Hatfield Township Park & Rec Fund
Unpaid Bills
Due: January 2021

	Date	Transaction Type	Num	Amount
Ashley Broudy				
	01/18/2021	Bill		150.00
Total for Ashley Broudy				\$ 150.00
GEORGE ALLEN PORTABLE TOILETS, INC.				
215-997-3299				
	01/18/2021	Bill	172540	88.00
	01/18/2021	Bill	172541	88.00
	01/18/2021	Bill	172538	88.00
Total for GEORGE ALLEN PORTABLE TOILETS, INC.				\$ 264.00
Lawn and Golf Supply Co., Inc.				
	12/22/2020	Bill	48395	3,499.99
Total for Lawn and Golf Supply Co., Inc.				\$ 3,499.99
Maureen Boland				
	01/18/2021	Bill		30.00
Total for Maureen Boland				\$ 30.00
NORTH PENN WATER AUTHORITY				
215-855-3617				
	01/18/2021	Bill		304.87
Total for NORTH PENN WATER AUTHORITY				\$ 304.87
PPL				
	01/18/2021	Bill		66.82
	01/18/2021	Bill		294.93
Total for PPL				\$ 361.75
Sathyadevi Venkataramani				
	01/18/2021	Bill		225.00
Total for Sathyadevi Venkataramani				\$ 225.00
Younger Thru Yoga+, LLC				
	01/18/2021	Bill		540.00
Total for Younger Thru Yoga+, LLC				\$ 540.00
TOTAL				\$ 5,375.61

Wednesday, Jan 20, 2021 01:04:29 PM GMT-8

HATFIELD TOWNSHIP CAPITAL RESERVE FUND
Unpaid Bills
As of January 31, 2021

	Date	Transacti on Type	Num	Due Date	Past Due	Amount
Fred Beans Inc	01/20/2021	Bill	238713	01/30/2021	-10	37,999.00
Total for Fred Beans Inc						<u>\$ 37,999.00</u>
TOTAL						<u>\$ 37,999.00</u>

Wednesday, Jan 20, 2021 12:43:03 PM GMT-8

Hatfield Community Pool Fund Unpaid Bills

Due: January - December 2021

	Date	Transaction Type	Num	Amount
COMCAST CABLE				
	12/22/2020	Bill		119.51
Total for COMCAST CABLE				\$ 119.51
LOWE'S				
1-866-232-7443				
	01/18/2021	Bill	Jan 2021	14.24
Total for LOWE'S				\$ 14.24
pa dep				
	01/18/2021	Bill	1180392	50.00
Total for pa dep				\$ 50.00
PPL ELECTRIC UTILITIES				
	01/18/2021	Bill		1,257.93
Total for PPL ELECTRIC UTILITIES				\$ 1,257.93
VERIZON//				
	12/23/2020	Bill		197.30
Total for VERIZON//				\$ 197.30
TOTAL				\$ 1,638.98

Thursday, Jan 21, 2021 05:49:34 AM GMT-8

Hatfield Township Pool Reserve Fund
Unpaid Bills Detail
As of January 20, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
MCANDREW POOL RESTORATION				
Bill	01/18/2021	20201229 inv 1	01/28/2021	12,000.00
Bill	01/18/2021	20201229 inv 2	01/28/2021	7,280.00
Total MCANDREW POOL RESTORATION				19,280.00
TOTAL				19,280.00

Hatfield Township Debt Service Fund

Debt Payment

January 2021

Type	Date	Num	Name	Amount
471.201 · Debt Principal				
Bill	01/20/2021	202101	LOAN (1985 - 1,053,000)2003A	0.00
Bill	01/20/2021	202101	LOAN (1998 - 1,125,000)2003B	0.00
Bill	01/20/2021	2021014	Loan (2019 Capital Improvement)	
Bill	01/20/2021	202101	LOAN (ADMIN 2011A - 745,000)	
Bill	01/20/2021	202101	LOAN (POOL - 2,262,000)2006abc	0.00
Total 471.201 · Debt Principal				0.00
472.000 · Debt Interest				
Bill	01/20/2021	202101	LOAN (Pool 2011B - 745,000)	1,116.88
Bill	01/20/2021	202101	LOAN (1985 - 1,053,000)2003A	272.71
Bill	01/20/2021	202101	LOAN (1998 - 1,125,000)2003B	904.00
Bill	01/20/2021	2021014	Loan (2019 Capital Improvement)	1,092.15
Bill	01/20/2021	202101	LOAN (ADMIN 2011A - 745,000)	1,231.57
Bill	01/20/2021	202101	LOAN (POOL - 2,262,000)2006abc	1,309.64
Bill	01/20/2021	202101	Loan 2020 (Police Land)	716.27
Total 472.000 · Debt Interest				6,643.22
TOTAL				6,643.22

Hatfield Township State Aid Fund

Unpaid Bills Detail

As of January 20, 2021

	<u>Type</u>	<u>Memo</u>	<u>Open Balance</u>
Univest			
	Bill		26,807.25
Total Univest			<u>26,807.25</u>
TOTAL			<u><u>26,807.25</u></u>

Hatfield Township Contribution Fund Unpaid Bills

Due: January - December 2021

	Date	Transactio n Type	Num	Due Date	Amount
Barnside Farm Compost Facility					
	01/20/2021	Bill	11548	01/30/2021	345.60
	01/20/2021	Bill	11538	01/30/2021	77.20
	01/20/2021	Bill	11504	01/30/2021	224.40
Total for Barnside Farm Compost Facility					\$ 647.20
J.P. Masacaro & Sons					
	01/20/2021	Bill	445366	01/30/2021	144.64
Total for J.P. Masacaro & Sons					\$ 144.64
TOTAL					\$ 791.84

Wednesday, Jan 20, 2021 12:53:16 PM GMT-8

Hatfield Township, Escrow Fund Unpaid Bills Detail As of January 20, 2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
CKS Engineers						
	Bill	01/19/2021	21-343	01/29/2021		554.53
	Bill	01/19/2021	21-342	01/29/2021		254.00
	Bill	01/19/2021	21-341	01/29/2021		1,650.61
	Bill	01/19/2021	21-340	01/29/2021		127.00
	Bill	01/19/2021	21-339	01/29/2021		2,074.37
	Bill	01/19/2021	21-338	01/29/2021		5,055.00
	Bill	01/19/2021	21-337	01/29/2021		1,620.38
	Bill	01/19/2021	21-336	01/29/2021		123.96
	Bill	01/19/2021	21-335	01/29/2021		1,029.60
	Bill	01/19/2021	21-334	01/29/2021		1,285.47
	Bill	01/19/2021	21-430	01/29/2021		352.26
	Bill	01/19/2021	21-333	01/29/2021		1,982.00
	Bill	01/19/2021	21-332	01/29/2021		1,251.69
	Bill	01/19/2021	21-331	01/29/2021		1,253.50
	Bill	01/19/2021	21-330	01/29/2021		906.00
	Bill	01/19/2021	21-329	01/29/2021		2,935.00
	Bill	01/19/2021	21-328	01/29/2021		2,297.70
	Bill	01/19/2021	21-327	01/29/2021		3,822.50
Total CKS Engineers						28,575.57
Kenneth Amey, AICP						
	Bill	01/19/2021	210102 19-18	01/29/2021		212.50
	Bill	01/19/2021	210102 20-02	01/29/2021		467.50
	Bill	01/19/2021	210102 19-10	01/29/2021		552.50
	Bill	01/19/2021	210102 20-07	01/29/2021		425.00
	Bill	01/19/2021	210102 19-09	01/29/2021		170.00
	Bill	01/19/2021	210102 20-01	01/29/2021		212.50
Total Kenneth Amey, AICP						2,040.00
McCloskey & Faber, P.C.						
	Bill	12/29/2020	108411 20-03	01/08/2021	12	50.00
	Bill	12/29/2020	108411 17-08	01/08/2021	12	115.00
	Bill	12/29/2020	108411 19-21	01/08/2021	12	140.00
	Bill	12/29/2020	108411 19-01	01/08/2021	12	389.90
	Bill	12/29/2020	108411 20-02	01/08/2021	12	458.70
	Bill	12/29/2020	108411 19-02	01/08/2021	12	463.70
	Bill	12/29/2020	108411 15-10	01/08/2021	12	493.48
	Bill	12/29/2020	108411 20-01	01/08/2021	12	542.20
	Bill	01/19/2021	08429 20-01	01/29/2021		75.00
	Bill	01/19/2021	108429 20-02	01/29/2021		115.00
	Bill	01/19/2021	108429 19-10	01/29/2021		382.50
	Bill	01/19/2021	108429 19-02	01/29/2021		344.38
	Bill	01/19/2021	108429 19-07	01/29/2021		382.50
	Bill	01/19/2021	108429 19-21	01/29/2021		614.00
	Bill	01/19/2021	108429 20-03	01/29/2021		783.70
	Bill	01/19/2021	108429 19-17	01/29/2021		525.70

Hatfield Township, Escrow Fund

Unpaid Bills Detail

As of January 20, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Bill	01/19/2021	108429 20-07	01/29/2021		1,543.75
Total McCloskey & Faber, P.C.					7,419.51
TOTAL					38,035.08

Hatfield Township - General Fund

Budget vs. Actuals

January - December 2021

	TOTAL			
Income	YTD 2020	Jan 2021	Jan - Dec 21	Budget
300 - A. Taxes				
301 a. Real Property				
301100 R E TAXES-CURRENT YEAR	0.00	0.00	0.00	3,300,000.00
301200 R E TAXES PRIOR YEAR	0.00	0.00	0.00	6,000.00
301300 R E TAXES DELINQUENT/LIENED	0.00	0.00	0.00	69,600.00
301600 R E TAXES INTERIM	0.00	0.00	0.00	30,000.00
Total 301 a. Real Property	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,405,600.00
302 b. Local Tax Enabling Act Taxes				
310100 REAL ESTATE TRANSFER TAX	0.00	0.00	0.00	425,000.00
310210 EIT CURRENT YEAR	1,564.94	33,921.49	33,921.49	2,330,000.00
310220 EIT PRIOR YEAR	0.00	0.00	0.00	910,000.00
310510 LOCAL SERVICES TAX, CURRENT	0.00	3,483.81	3,483.81	570,000.00
310520 LOCAL SERVICES TAX, PRIOR YR	0.00	0.00	0.00	175,000.00
310610 ADMISSIONS TAX	2,304.90	876.10	876.10	9,000.00
310960 FIRE HYDRANT TAX	0.00	0.00	0.00	36,500.00
Total 302 b. Local Tax Enabling Act Taxes	\$ 3,869.84	\$ 38,281.40	\$ 38,281.40	\$ 4,455,500.00
319 c. Real Estate Taxes Delinquent				
319010 R E TAXES DELINQUENT	0.00	0.00	0.00	5,000.00
Total 319 c. Real Estate Taxes Delinquent	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00
Total 300 - A. Taxes	\$ 3,869.84	\$ 38,281.40	\$ 38,281.40	\$ 7,866,100.00
320 B. Licenses and Permits				
321 a. Bus. Lic./Perm.				
321800 CABLE TV FRANCHISE FEE, COMCAST	0.00	0.00	0.00	185,000.00
321810 CABLE TV FRANCHISE FEE VERIZON	0.00	0.00	0.00	220,000.00
321905 CONTRACTOR REGISTRATION	1,425.00	1,350.00	1,350.00	8,000.00
321910 PLUMBING LICENSE	300.00	150.00	150.00	2,500.00
321915 HVAC LICENSE	225.00	75.00	75.00	1,200.00
321920 ELECTRICAL LICENSE	1,350.00	825.00	825.00	4,200.00
Total 321 a. Bus. Lic./Perm.	\$ 3,300.00	\$ 2,400.00	\$ 2,400.00	\$ 420,900.00
322 b. Non-Bus. Lic./Perm.				
322800 STREET AND CURB PERMITS	0.00	0.00	0.00	900.00
322820 STREET ENCROACHMENT (OPENING)	200.00	0.00	0.00	7,500.00
Total 322 b. Non-Bus. Lic./Perm.	\$ 200.00	\$ 0.00	\$ 0.00	\$ 8,400.00
Total 320 B. Licenses and Permits	\$ 3,500.00	\$ 2,400.00	\$ 2,400.00	\$ 429,300.00
331 C. Fines				
331100 DISTRICT JUSTICE FINES/VIOLATIO	6,461.20	8,817.32	8,817.32	75,000.00
331110 STATE POLICE FINE PAYMENT	0.00	0.00	0.00	7,500.00
331120 PARKING FINES BOROUGH	90.00	30.00	30.00	720.00

	YTD 2020	Jan 2021	Jan - Dec 21	Budget
331121 PARKING FINES TOWNSHIP	30.00	15.00	15.00	1,500.00
331122 MONTGOMERY COUNTY COURT FINES	0.00	0.00	0.00	2,000.00
Total 331 C. Fines	\$ 6,581.20	\$ 8,862.32	\$ 8,862.32	\$ 86,720.00
341 D. Interests				
340000 OFFICE RENT	100.00	0.00	0.00	5,000.00
341000 INTEREST EARNINGS	0.00	0.00	0.00	54,000.00
Total 341 D. Interests	\$ 100.00	\$ 0.00	\$ 0.00	\$ 59,000.00
350 E. Intergovernmental Revenue				
354 b. Pa Capital & Operating grant				
354050 ACT 108 PAYMENT	0.00	0.00	0.00	
Total 354 b. Pa Capital & Operating grant	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
355 c. State Shared Revenue				
355010 PUBLIC UTILITY REALTY TAX	0.00	0.00	0.00	9,000.00
355040 ALCOHOLIC BEVERAGES LICENSES	0.00	0.00	0.00	3,300.00
355050 GEN MUNICIPAL PENSION STATE AID	0.00	0.00	0.00	410,000.00
355070 FOREIGN FIRE INS PREMIUM TAX	0.00	0.00	0.00	149,700.00
Total 355 c. State Shared Revenue	\$ 0.00	\$ 0.00	\$ 0.00	\$ 572,000.00
358 d. Local Shared Revenue				
358010 COUNTY SNOW & ICE CONTRACT	0.00	1,450.00	1,450.00	2,900.00
358020 BOROUGH POLICE SERVICE REIMB	72,500.00	77,083.33	77,083.33	870,000.00
Total 358 d. Local Shared Revenue	\$ 72,500.00	\$ 78,533.33	\$ 78,533.33	\$ 872,900.00
Total 350 E. Intergovernmental Revenue	\$ 72,500.00	\$ 78,533.33	\$ 78,533.33	\$ 1,444,900.00
360 F. Charges for Services				
361 a. General Government				
361310 SUBDIV/LAND DEV PLAN FEES	1,735.00	550.00	550.00	25,000.00
361340 HEARING FEES	0.00	0.00	0.00	150.00
361350 SALE OF MAPS & PUBLICATIONS	0.00	0.00	0.00	480.00
Total 361 a. General Government	\$ 1,735.00	\$ 550.00	\$ 550.00	\$ 25,630.00
362 b. Public Safety				
362110 SALE OF ACCIDENT REPORT COPIES	105.00	900.00	900.00	12,000.00
362111 SALE OF FIRE REPORT COPIES	15.00	0.00	0.00	500.00
362112 CROSSING GUARD REIMBURSEMENT	0.00	0.00	0.00	6,000.00
362115 SALE OF POLICE PHOTOS/VIDEOS	0.00	1,027.50	1,027.50	1,000.00
362116 FINGERPRINTING	30.00	0.00	0.00	700.00
362117 POLICE OVERTIME REIMBURSEMENT	12,000.00	8,295.60	8,295.60	62,000.00
362130 SECURITY ALARM MONITORING FEE	450.00	500.00	500.00	24,000.00
362200 SPECIAL FIRE PROTECTION FEES	1,742.50	2,744.00	2,744.00	60,000.00
362410 BUILDING PERMITS	7,320.25	14,063.55	14,063.55	200,000.00
362420 ELECTRICAL PERMITS	4,110.00	7,594.60	7,594.60	75,000.00
362430 PLUMBING PERMITS	760.00	6,565.00	6,565.00	40,000.00
362440 SIGN PERMITS	0.00	0.00	0.00	7,200.00
362445 SHED & FENCE PERMITS	645.75	2,170.75	2,170.75	15,000.00

	YTD 2020	Jan 2021	Jan - Dec 21	Budget
362450 USE & OCCUPANCY PERMITS	2,770.00	2,943.20	2,943.20	30,000.00
362455 HVAC PERMITS	5,655.00	3,905.00	3,905.00	50,000.00
362460 APARTMENT INSPECTION FEES	56.00	0.00	0.00	53,000.00
Total 362 b. Public Safety	\$ 35,659.50	\$ 50,709.20	\$ 50,709.20	\$ 636,400.00
364 c. Sanitation				
364600 HOST MUNICIPALITY BENEFIT FEE	0.00	0.00	0.00	60,000.00
Total 364 c. Sanitation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 60,000.00
Total 360 F. Charges for Services	\$ 37,394.50	\$ 51,259.20	\$ 51,259.20	\$ 722,030.00
380 G. Miscellaneous Revenues				
380000 MISCELLANEOUS REVENUES	3,721.75	356.00	356.00	104,500.00
380200 INSURANCE RECOVERIES	1,850.66	3,772.87	3,772.87	115,000.00
380300 DEPT REIMBURSEMENT- POLICE	180.00	350.00	350.00	6,000.00
380310 DEPT REIMBURSEMENT- HIGHWAY	0.00	417.09	417.09	6,000.00
380320 DEPT REIMBURSEMENT- ADMIN	0.00	0.00	0.00	3,000.00
380500 SURPLUS EQUIPMENT SALES	0.00	0.00	0.00	6,000.00
Total 380 G. Miscellaneous Revenues	\$ 5,752.41	\$ 4,895.96	\$ 4,895.96	\$ 240,500.00
387 H. Contributions/Donations				
387000 CONTRIBUTIONS/DONATIONS GENERAL	0.00	0.00	0.00	300.00
387100 CONTRIBUTIONS/DONATIONS- POLICE	0.00	500.00	500.00	3,000.00
387600 Sale of Township Property	0.00	0.00	0.00	100.00
Total 387 H. Contributions/Donations	\$ 0.00	\$ 500.00	\$ 500.00	\$ 3,400.00
392 I. Interfund Transfers				
392090 TRANSFER FROM GENERAL ESCROW	0.00	0.00	0.00	35,000.00
Total 392 I. Interfund Transfers	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35,000.00
Total Income	\$ 129,697.95	\$ 184,732.21	\$ 184,732.21	\$ 10,886,950.00
Gross Profit	\$ 129,697.95	\$ 184,732.21	\$ 184,732.21	\$ 10,886,950.00
Expenses				
40 A. General Government				
400 a. Legislative Body				
400110 COMMISSIONERS SALARIES	0.00	0.00	0.00	0.00
400220 OPERATING SUPPLIES	115.87	0.00	0.00	1,200.00
400420 DUES, MEETINGS, TRAINING	0.00	0.00	0.00	1,300.00
Total 400 a. Legislative Body	\$ 115.87	\$ 0.00	\$ 0.00	\$ 2,500.00
401 b. Executive Body				
400100 Administration Salaries	27,636.64	54,581.64	54,581.64	667,165.00
401184 COLLEGE INTERNS	230.72	0.00	0.00	10,000.00
401192 EDUCATION BENEFIT	0.00	0.00	0.00	10,000.00
401210 OFFICE SUPPLIES	215.21	85.46	85.46	8,000.00
401220 HR MANAGEMENT	29.69	0.00	0.00	3,500.00
401260 MINOR OFFICE EQUIPMENT	0.00	0.00	0.00	1,000.00
401310 PROFESSIONAL SERVICES	0.00	0.00	0.00	500.00
401320 COMMUNICATIONS	916.42	537.03	537.03	22,000.00
401325 POSTAGE	0.00	0.00	0.00	7,200.00

	YTD 2020	Jan 2021	Jan - Dec 21	Budget
401330 TRANSPORTATION/TRAVEL EXPENSE	0.00	461.54	461.54	2,200.00
401336 AUTOMOBILE RENTAL	230.77	0.00	0.00	7,800.00
401338 EQUIPMENT/VEHICLE MAINTENANCE	0.00	0.00	0.00	5,500.00
401341 ADVERTISING	0.00	387.62	387.62	9,500.00
401342 PRINTING	0.00	70.00	70.00	3,000.00
401384 OFFICE EQUIP RENTAL/MAINTENANCE	819.62	1,117.19	1,117.19	15,000.00
401420 DUES/SUBSCRIPTIONS.MEMBERSHIPS	1,042.00	550.00	550.00	8,000.00
401460 MEETINGS,CONFERENCES,TRAINING	735.89	0.00	0.00	8,500.00
401470 EMPLOYEE GENERAL EXPENSE	47.49	0.00	0.00	3,000.00
401475 FAMILY PICNIC	514.18	438.85	438.85	1,500.00
401480 AWARDS AND RECOGNITIONS	0.00	0.00	0.00	750.00
401490 PETTY CASH	0.00	0.00	0.00	5,000.00
401500 CONTRIBUTIONS/DONATIONS	0.00	0.00	0.00	8,000.00
Total 401 b. Executive Body	\$ 32,418.63	\$ 58,229.33	\$ 58,229.33	\$ 807,115.00
402 c. Auditing Services				
402310 ACCOUNTING/AUDITING SERVICES	0.00	0.00	0.00	24,000.00
Total 402 c. Auditing Services	\$ 0.00	\$ 0.00	\$ 0.00	\$ 24,000.00
403 d. Tax Collection				
403110 TAX COLLECTOR/TREASURER COMP	409.53	819.06	819.06	12,500.00
403210 OFFICE SUPPLIES	1,250.00	0.00	0.00	4,000.00
403310 PROFESSIONAL SERVICES (EIT)	0.00	0.00	0.00	50,000.00
403420 DUES,MEETINGS,TRAINING,EXPENSES	0.00	0.00	0.00	500.00
Total 403 d. Tax Collection	\$ 1,659.53	\$ 819.06	\$ 819.06	\$ 67,000.00
404 e. Solicitor/Legal Services				
404300 GENERAL LEGAL SERVICES	0.00	0.00	0.00	75,000.00
404314 SPECIAL LEGAL SERVICES	0.00	0.00	0.00	15,000.00
Total 404 e. Solicitor/Legal Services	\$ 0.00	\$ 0.00	\$ 0.00	\$ 90,000.00
407 f. Computer/Data Processing				
407215 COMPUTER SUPPLIES	3,647.73	0.00	0.00	30,000.00
407217 ACCOUNTING SOFTWARE	0.00	0.00	0.00	15,000.00
407312 WEB SITE UPDATES	1,226.99	0.00	0.00	7,000.00
Total 407 f. Computer/Data Processing	\$ 4,874.72	\$ 0.00	\$ 0.00	\$ 52,000.00
408 g. Engineering Services				
408300 GENERAL ENGINEERING SERVICES	0.00	1,450.95	1,450.95	70,000.00
408314 Road Engineering	0.00	1,675.00	1,675.00	55,000.00
Total 408 g. Engineering Services	\$ 0.00	\$ 3,125.95	\$ 3,125.95	\$ 125,000.00
409 h. General Govt Buildings/Plant				
409232 HIGHWAY BUILDING FUEL OIL	0.00	0.00	0.00	22,000.00
409233 POLICE BUILDING FUEL OIL	0.00	627.09	627.09	2,000.00
409361 TOWNSHIP BUILDING ELECTRIC	960.10	599.03	599.03	20,000.00
409362 HIGHWAY BUILDING ELECTRIC	0.00	0.00	0.00	7,000.00
409363 POLICE BUILDING ELECTRIC	0.00	0.00	0.00	12,000.00

	YTD 2020	Jan 2021	Jan - Dec 21	Budget
409366 TOWNSHIP BUILDING WATER	8.92	3.94	3.94	2,000.00
409367 HIGHWAY BUILDING WATER	64.94	0.00	0.00	1,500.00
409368 POLICE BUILDING WATER	0.00	8.35	8.35	2,000.00
409371 TOWNSHIP BUILDING MAINT.	937.88	1,365.00	1,365.00	44,000.00
409372 HIGHWAY BUILDING MAINT.	2,309.12	918.32	918.32	40,000.00
409373 POLICE BUILDING MAINT.	1,189.38	2,023.44	2,023.44	41,000.00
Total 409 h. General Govt Buildings/Plant	\$ 5,470.34	\$ 5,545.17	\$ 5,545.17	\$ 193,500.00
Total 40 A. General Government	\$ 44,539.09	\$ 67,719.51	\$ 67,719.51	\$ 1,361,115.00
41 B. Public Safety				
410 a. Police				
410100 Police Salaries	129,628.16	265,167.80	265,167.80	3,147,440.00
410142 CROSSING GUARD COMPENSATION	130.56	865.28	865.28	11,844.00
410181 HOLIDAY PAY	0.00	0.00	0.00	139,231.00
410182 LONGEVITY PAY	110.09	148.95	148.95	78,558.00
410183 PATROL OFFICERS OVERTIME	4,336.04	6,346.65	6,346.65	110,000.00
410184 CLERICAL OVERTIME	0.00	0.00	0.00	2,500.00
410186 REIMBURSABLE OVERTIME	0.00	0.00	0.00	50,000.00
410191 UNIFORM MAINTENANCE ALLOWANCE	0.00	0.00	0.00	18,000.00
410192 EDUCATIONAL STUDIES	0.00	0.00	0.00	5,000.00
410210 OFFICE SUPPLIES	868.23	707.19	707.19	6,000.00
410211 HIGHWAY SAFETY UNIT SUPPLIES	0.00	0.00	0.00	4,000.00
410212 DETECTIVE/JUVENILE DIV SUPPLIES	33.63	0.00	0.00	4,000.00
410213 TACTICAL DIVISION SUPPLIES	155.45	0.00	0.00	4,000.00
410214 PHOTO SUPPLIES	0.00	0.00	0.00	1,000.00
410215 COMMUNITY POLICING SUPPLIES	0.00	0.00	0.00	3,000.00
410231 VEHICLE FUEL - GAS & OIL	4,059.19	2,683.40	2,683.40	65,000.00
410238 CLOTHING AND UNIFORMS	2,159.98	0.00	0.00	29,000.00
410242 AMMUNITION/FIREARMS EXPENSE	1,369.60	0.00	0.00	20,000.00
410251 VEHICLE TIRES	745.12	1,529.92	1,529.92	7,000.00
410260 SMALL TOOLS/MINOR EQUIPMENT	290.00	155.00	155.00	7,000.00
410262 SCHEDULING SOFTWARE	0.00	0.00	0.00	2,000.00
410310 PROFESSIONAL SERVICES	1,500.00	83.74	83.74	30,000.00
410316 CIVIL SERVICE EXPENSE	635.00	0.00	0.00	3,500.00
410320 COMMUNICATIONS	1,705.10	1,670.90	1,670.90	30,000.00
410325 POSTAGE	360.07	0.00	0.00	1,800.00
410327 RADIO EQUIPMENT MAINTENANCE	0.00	0.00	0.00	4,000.00
410330 TRANSPORTATION/TRAVEL EXPENSE	210.00	0.00	0.00	2,500.00
410338 VEHICLE MAINTENANCE/REPAIRS	1,379.87	3,018.87	3,018.87	45,000.00
410340 ADVERTIZING AND PRINTING	0.00	0.00	0.00	4,000.00
410384 OFFICE EQUIPMENT RENTAL/MAINT	1,390.81	1,364.20	1,364.20	16,000.00
410386 SOFTWARE MAINTENANCE	0.00	0.00	0.00	21,000.00
410420 DUES/SBUSCRIPTIONS/ MEMBERSHIPS	1,000.00	0.00	0.00	4,500.00

	YTD 2020	Jan 2021	Jan - Dec 21	Budget
410460 MEETINGS, CONFERENCES, TRAINING	1,243.61	0.00	0.00	16,000.00
410490 PETTY CASH	219.69	0.00	0.00	3,600.00
410520 MISCELLANEOUS	0.00	0.00	0.00	960.00
Total 410 a. Police	\$ 153,530.20	\$ 283,741.90	\$ 283,741.90	\$ 3,897,433.00
411 b. Fire				
411220 OPERATING SUPPLIES	54.40	119.44	119.44	15,000.00
411363 HYDRANT SERVICE	0.00	0.00	0.00	33,000.00
411541 DISTRIBUTE FIRE RELIEF FUNDS	0.00	0.00	0.00	140,932.00
411542 Fire Co Donation for Services	15,000.00	0.00	0.00	30,000.00
Total 411 b. Fire	\$ 15,054.40	\$ 119.44	\$ 119.44	\$ 218,932.00
413 c. Code Enforcement				
413121 BUILDING INSPECTIONS	6,088.00	12,619.28	12,619.28	157,892.00
413220 OPERATING SUPPLIES	0.00	13.00	13.00	10,000.00
413230 STATE FEES FOR PERMITS ISSUED	202.50	0.00	0.00	4,800.00
413240 GIS SERVICES	0.00	-2,445.00	-2,445.00	30,000.00
413250 ELECTRICAL/ADA INSPECTION FEES	1,624.50	2,071.00	2,071.00	35,000.00
413318 ACT 108 INSPECTOR	0.00	0.00	0.00	2,800.00
413460 MEETINGS, CONFERENCES, TRAINING	141.19	0.00	0.00	5,000.00
Total 413 c. Code Enforcement	\$ 8,056.19	\$ 12,258.28	\$ 12,258.28	\$ 245,492.00
414 d. Planning/Zoning				
414300 LEGAL SERVICES	0.00	0.00	0.00	24,000.00
414310 PROFESSIONAL SERVICES	5,397.50	6,120.00	6,120.00	80,000.00
414316 ZONING BOARD COMPENSATION	0.00	0.00	0.00	1,400.00
414317 PLANNING COMM COMPENSATION	0.00	0.00	0.00	1,080.00
414340 ADVERTIZING AND PRINTING	0.00	0.00	0.00	5,400.00
Total 414 d. Planning/Zoning	\$ 5,397.50	\$ 6,120.00	\$ 6,120.00	\$ 111,880.00
415 e. Emergency Management				
415220 OPERATING SUPPLIES	0.00	0.00	0.00	350.00
415911 Emergency Declaration	0.00	0.00	0.00	100.00
Total 415 e. Emergency Management	\$ 0.00	\$ 0.00	\$ 0.00	\$ 450.00
Total 41 B. Public Safety	\$ 182,038.29	\$ 302,239.62	\$ 302,239.62	\$ 4,474,187.00
43 D. Public Works - Hwys.				
430 a. Highway Maint/Gen. Serv.				
430100 Public Works Salaries	33,780.48	63,949.02	63,949.02	805,000.00
430135 Public Works Part Time	0.00	0.00	0.00	10,000.00
430183 PUBLIC WORKS OVERTIME	92.04	772.42	772.42	40,000.00
430220 OPERATING SUPPLIES	41.25	496.87	496.87	10,000.00
430238 UNIFORMS	0.00	988.61	988.61	6,500.00
430260 SMALL TOOLS/MINOR EQUIPEMENT	968.17	344.84	344.84	2,500.00
430320 COMMUNICATIONS	910.58	62.30	62.30	10,000.00
430374 EQUIPMENT & VEHICLE MAINTENANCE	5,004.71	3,126.98	3,126.98	55,000.00
430455 CONTRACTED SERVICES - DRUG TEST	0.00	0.00	0.00	250.00

	YTD 2020	Jan 2021	Jan - Dec 21	Budget
430460 MEETINGS, CONFERENCES, TRAINING	355.96	0.00	0.00	3,500.00
Total 430 a. Highway Maint/Gen. Serv.	\$ 41,153.19	\$ 69,741.04	\$ 69,741.04	\$ 942,750.00
432 b. Snow and Ice removal				
432000 BULK ROAD SALT PURCHASES	7,282.72	0.00	0.00	60,000.00
432450 CONTRACTED SERVICES	0.00	0.00	0.00	10,000.00
Total 432 b. Snow and Ice removal	\$ 7,282.72	\$ 0.00	\$ 0.00	\$ 70,000.00
433 c. Traffic Signals				
433361 ELECTRICITY	0.00	0.00	0.00	15,000.00
433370 REPAIR & MAINTENANCE SERVICE	259.00	4,000.00	4,000.00	30,000.00
Total 433 c. Traffic Signals	\$ 259.00	\$ 4,000.00	\$ 4,000.00	\$ 45,000.00
434 d. Street Lighting				
434361 ELECTRICITY	1,157.65	1,157.65	1,157.65	60,000.00
434362 Street Light Maintenance	0.00	0.00	0.00	5,000.00
Total 434 d. Street Lighting	\$ 1,157.65	\$ 1,157.65	\$ 1,157.65	\$ 65,000.00
438 e. Maint/Repair Roads/Bridges				
438000 MAINT/REPAIRS ROADS/BRIDGES	145.98	2,093.00	2,093.00	35,000.00
438100 Stormwater Upgrades	0.00	0.00	0.00	50,000.00
438232 DIESEL FUEL	124.43	976.58	976.58	20,000.00
Total 438 e. Maint/Repair Roads/Bridges	\$ 270.41	\$ 3,069.58	\$ 3,069.58	\$ 105,000.00
439 f. Highway Constuction				
439000 HIGHWAY CONSTRUCTION/REBUILDING	5,200.00	0.00	0.00	450,000.00
Total 439 f. Highway Constuction	\$ 5,200.00	\$ 0.00	\$ 0.00	\$ 450,000.00
Total 43 D. Public Works - Hwys.	\$ 55,322.97	\$ 77,968.27	\$ 77,968.27	\$ 1,677,750.00
48 F. Miscellaneous Expenditures				
480 a. Misc. Expenditures				
480000 GENERAL MISCELLANEOUS	426.87	89.00	89.00	20,000.00
480483 REAL ESTATE TAX REFUNDS	0.00	0.00	0.00	2,000.00
Total 480 a. Misc. Expenditures	\$ 426.87	\$ 89.00	\$ 89.00	\$ 22,000.00
486 c. Insurance				
486151 HEALTH INS ADMINSTRATION	22,109.87	20,115.49	20,115.49	231,810.00
486152 HEALTH INS HIGHWAY	20,344.96	21,742.39	21,742.39	246,187.00
486153 HEALTH INS POLICE	54,094.32	54,638.03	54,638.03	693,974.00
486155 DISABILITY/LIFE ADMINSTRATION	0.00	0.00	0.00	11,000.00
486156 DISABILITY/LIFE HIGHWAY	0.00	0.00	0.00	5,000.00
486157 DISABILITY/LIFE POLICE	0.00	0.00	0.00	18,000.00
486158 PAYROLL MEDICAL INS TRANSFERS	2,065.64	0.00	0.00	8,130.00
486161 PROPERTY INSURANCE ADMIN	1,191.00	0.00	0.00	5,327.00
486162 PROPERTY INSURANCE HIGHWAY	1,632.00	0.00	0.00	7,153.00
486163 PROPERTY INSURANCE POLICE	4,213.75	0.00	0.00	17,999.00
486164 PROPERTY INSURANCE PARK	1,743.00	0.00	0.00	7,613.00
486165 AFFORDABLE CARE ACT TAXES	0.00	0.00	0.00	400.00
486351 WORKERS COMP ADMIN	757.12	0.00	0.00	1,574.00
486352 WORKERS COMP HIGHWAY	12,498.46	0.00	0.00	82,123.00
486353 WORKERS COMP POLICE	27,834.17	0.00	0.00	138,243.00

	YTD 2020	Jan 2021	Jan - Dec 21	Budget
486354 WORKERS COMP FIRE/AMBULANCE	14,954.00	14,478.00	14,478.00	30,329.00
486371 AUTO LIABILITY ADMIN	140.00	0.00	0.00	596.00
486372 AUTO LIABILITY HIGHWAY	906.50	0.00	0.00	4,200.00
486373 AUTO LIABILITY POLICE	3,999.00	0.00	0.00	15,814.00
486381 GENERAL LIABILITY ADMIN	49.75	128.68	128.68	206.00
486382 GENERAL LIABILITY HIGHWAY	163.25	0.00	0.00	676.00
486383 GENERAL LIABILITY POLICE	5,932.75	0.00	0.00	23,406.00
486384 GENERAL LIABILITY PARK	466.00	0.00	0.00	1,929.00
486390 POLICE PROFESSIONAL LIABILITY	11,940.75	0.00	0.00	50,521.00
486413 PUBLIC OFFICIALS AND BONDING	8,835.00	0.00	0.00	37,163.00
Total 486 c. Insurance	\$ 195,871.29	\$ 111,102.59	\$ 111,102.59	\$ 1,639,373.00
487 d. Employee Benefits Expenses				
487150 DEFERRED COMPENSATION PLAN	4,636.90	8,886.08	8,886.08	120,000.00
487157 EMPLOYER MEDICARE	3,426.35	6,599.10	6,599.10	77,000.00
487161 EMPLOYER SOCIAL SECURITY	14,650.44	28,216.74	28,216.74	325,000.00
487162 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	15,000.00
487166 ADDITIONAL CONTRACTUAL BENEFITS	25,055.48	37,055.48	37,055.48	60,000.00
487167 PENSION PAYMENTS	0.00	0.00	0.00	1,066,625.00
487168 ICMA RETIREMENT HEALTH PLAN	4,823.15	3,698.13	3,698.13	34,000.00
487170 GASB44 Post Ret Uniform Benefit	941.61	3,955.93	3,955.93	15,000.00
Total 487 d. Employee Benefits Expenses	\$ 53,533.93	\$ 88,411.46	\$ 88,411.46	\$ 1,712,625.00
Total 48 F. Miscellaneous Expenditures	\$ 249,832.09	\$ 199,603.05	\$ 199,603.05	\$ 3,373,998.00
49 G. INTERFUND TRANSFERS				
492002 Transfer to Reserve Fund	0.00	0.00	0.00	100,000.00
4922800 Open Space Transfer	0.00	0.00	0.00	25,000.00
492400 TRANSFER CAPITAL FUND	0.00	0.00	0.00	200,000.00
Total 49 G. INTERFUND TRANSFERS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 325,000.00
Total Expenses	\$ 531,732.44	\$ 647,530.45	\$ 647,530.45	\$ 11,212,050.00
Net Operating Income	-\$ 402,034.49	-\$ 462,798.24	-\$ 462,798.24	-\$ 325,100.00
Net Income	-\$ 402,034.49	-\$ 462,798.24	-\$ 462,798.24	-\$ 325,100.00

Hatfield Township Fire Fund Profit & Loss Budget vs. Actual January through December 2021

	TOTAL			
	Jan 21	Jan - Dec 21	Budget	% of Budget
Income				
A. Taxes				
a. Real Property				
301100 · R/E TAXES - CURRENT YEAR	0.00	0.00	560,000.00	0.0%
301200 · R/E TAXES- PRIOR YEAR	0.00	0.00	150.00	0.0%
301300 · R/E TAXES - LIENED	0.00	0.00	18,734.00	0.0%
301600 · R/E TAXES - INTERIMS	0.00	0.00	0.00	0.0%
Total a. Real Property	0.00	0.00	578,884.00	0.0%
Total A. Taxes	0.00	0.00	578,884.00	0.0%
E. Fund Balance				
399000 · Fund Balance Forward	0.00	0.00	700.00	0.0%
Total E. Fund Balance	0.00	0.00	700.00	0.0%
Total Income	0.00	0.00	579,584.00	0.0%
Expense				
A. Public Safety				
411500 · CONTRIBUTION TO FIRE COMPANIES	0.00	0.00	315,000.00	0.0%
Total A. Public Safety	0.00	0.00	315,000.00	0.0%
B. Interfund Transfers				
492300 · To Equipment Reserve Fund	0.00	0.00	264,000.00	0.0%
Total B. Interfund Transfers	0.00	0.00	264,000.00	0.0%
Total Expense	0.00	0.00	579,000.00	0.0%
Net Income	0.00	0.00	584.00	0.0%

04 Fire Reserve Equipment Fund
Profit & Loss Budget vs. Actual
 January through December 2021

	TOTAL			
	Jan 21	Jan - Dec 21	Budget	% of Budget
Income				
341000 Interest Earned	0.00	0.00	252,000.00	0.0%
380000 Misc Income / Donations	0.00	0.00	620,282.67	0.0%
Total Income	0.00	0.00	872,282.67	0.0%
Expense				
411400 Fire Co Website Develop	0.00	0.00	0.00	0.0%
411500 Captial- Hatfield Fire	0.00	0.00	0.00	0.0%
411600 Captial Colmar Fire	0.00	0.00	0.00	0.0%
Total Expense	0.00	0.00	0.00	0.0%
Net Income	0.00	0.00	872,282.67	0.0%

Hatfield Township Debt Service Fund
Profit & Loss Budget vs. Actual
 January through December 2021

	TOTAL			
	Jan 21	Jan - Dec 21	Budget	% of Budget
Income				
301.100 · RE TAXES - CURRENT	0.00	0.00	630,000.00	0.0%
301.200 · RE TAXES - PRIOR YEAR	0.00	0.00	100.00	0.0%
301.300 · RE TAXES - LIENED	0.00	0.00	5,000.00	0.0%
301.600 · RE TAXES - INTERIM	0.00	0.00	1,400.00	0.0%
358000 · Borough Pool Share	0.00	0.00	29,500.00	0.0%
399.000 · Fund Balance Forward	0.00	0.00	932,441.00	0.0%
Total Income	0.00	0.00	1,598,441.00	0.0%
Gross Profit	0.00	0.00	1,598,441.00	0.0%
Expense				
471.201 · Debt Principal	0.00	0.00	487,000.00	0.0%
472.000 · Debt Interest	6,643.22	6,643.22	73,921.44	8.99%
Total Expense	6,643.22	6,643.22	560,921.44	1.18%
Net Income	-6,643.22	-6,643.22	1,037,519.56	-0.64%

HATFIELD TOWNSHIP CAPITAL RESERVE FUND

Budget vs. Actuals:

January - December 2021

	Jan 2021	Total		
	Actual	Actual	Budget	% of Budget
Income				
D. MISC. INCOME				
381010 Disposal of CapAssits -Highway		0.00	10,000.00	0.00%
381015 Highway Reimbursements		0.00	300.00	0.00%
381020 Disposal of Capital Assets Pol		0.00	5,000.00	0.00%
Total D. MISC. INCOME	\$ 0.00	\$ 0.00	\$ 15,300.00	0.00%
H. CASH BALANCE FORWARD				
399000 FUND BALANCE FORWARD		0.00	100,000.00	0.00%
Total H. CASH BALANCE FORWARD	\$ 0.00	\$ 0.00	\$ 100,000.00	0.00%
Total Income	\$ 0.00	\$ 0.00	\$ 115,300.00	0.00%
Gross Profit	\$ 0.00	\$ 0.00	\$ 115,300.00	0.00%
Expenses				
C. PUBLIC SAFETY				
410700 POLICE VEHICLES	37,999.00	37,999.00	100,000.00	38.00%
410703 Police Capital		0.00	10,000.00	0.00%
Total C. PUBLIC SAFETY	\$ 37,999.00	\$ 37,999.00	\$ 110,000.00	34.54%
Total Expenses	\$ 37,999.00	\$ 37,999.00	\$ 110,000.00	34.54%
Net Operating Income	-\$ 37,999.00	-\$ 37,999.00	\$ 5,300.00	-716.96%
Net Income	-\$ 37,999.00	-\$ 37,999.00	\$ 5,300.00	-716.96%

Hatfield Community Pool Fund

Budget vs. Actuals:

January - December 2021

	Jan 2021	Total		
	Actual	Actual	Budget	% of Budget
Income				
C. Memberships and Daily Fees		0.00	0.00	
367.141 Hatfield Twp Season Pass		0.00	135,000.00	0.00%
367.151 Non Resident Season Pass		0.00	150,000.00	0.00%
367.161 Daily Resident / Non Resident		0.00	100,000.00	0.00%
Total C. Memberships and Daily Fees	\$ 0.00	\$ 0.00	\$ 385,000.00	0.00%
D. Concessions		0.00	0.00	
367.301 Point of Sale Items		0.00	500.00	0.00%
367302 Snack Bar Concessions		0.00	50,000.00	0.00%
Total D. Concessions	\$ 0.00	\$ 0.00	\$ 50,500.00	0.00%
E. Programs and Instructions		0.00	0.00	
367210 Swimming Programs		0.00	15,000.00	0.00%
Total E. Programs and Instructions	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00%
F. Special User Groups		0.00	0.00	
367402 Group Reservations		0.00	10,000.00	0.00%
Total F. Special User Groups	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00%
I. Donations and Contributions		0.00	0.00	
387000 Donations		0.00	3,000.00	0.00%
Total I. Donations and Contributions	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00%
K. Fund Balance Forward		0.00	0.00	
399.000 Balance Forward		0.00	8,627.00	0.00%
Total K. Fund Balance Forward	\$ 0.00	\$ 0.00	\$ 8,627.00	0.00%
Total Income	\$ 0.00	\$ 0.00	\$ 472,127.00	0.00%
Gross Profit	\$ 0.00	\$ 0.00	\$ 472,127.00	0.00%
Expenses				
A. Salaries		0.00	0.00	
401101 Facility Managers		0.00	35,000.00	0.00%
401102 Coaches & Instructors		0.00	1,000.00	0.00%
401103 Lifeguards & Attendants		0.00	150,000.00	0.00%
401104 Snack Bar Manager and Staff		0.00	40,000.00	0.00%
401106 Swim Team Coaches		0.00	10,000.00	0.00%
401107 Operations		0.00	20,000.00	0.00%
401110 Front Desk		0.00	100,000.00	0.00%
Total A. Salaries	\$ 0.00	\$ 0.00	\$ 356,000.00	0.00%
B. Supplies & Maintenance		0.00	0.00	
401210 Office Supplies		0.00	600.00	0.00%
401215 Pool Employees Rewards		0.00	2,000.00	0.00%
401220 Medical Supplies		0.00	1,000.00	0.00%
401221 Pool Chemicals		0.00	25,000.00	0.00%

401222 Misc. Supplies		0.00	1,200.00	0.00%
401223 Janitorial Supplies		0.00	1,000.00	0.00%
401224 Aquatic Equipment		0.00	3,000.00	0.00%
401238 Uniforms		0.00	10,000.00	0.00%
401250 Welcome Desk Re-sale		0.00	3,000.00	0.00%
401260 Minor Equipment		0.00	2,000.00	0.00%
401325 Postage		0.00	100.00	0.00%
401341 Public Relations		0.00	5,000.00	0.00%
401344 Membership Cards/Wristbands		0.00	600.00	0.00%
401384 Computer Maintenance		0.00	1,500.00	0.00%
401420 Dues, Travel		0.00	500.00	0.00%
401440 Snack Bar Equipement		0.00	4,000.00	0.00%
401441 Snack Bar Inventory		0.00	55,000.00	0.00%
401442 Sales Tax Payable		0.00	7,000.00	0.00%
401450 Program Development		0.00	400.00	0.00%
401460 Daily Operations repair/maint	14.24	14.24	19,000.00	0.07%
401470 Site Improvements		0.00	14,000.00	0.00%
401480 Square -MyRec Charges		0.00	10,000.00	0.00%
Total B. Supplies & Maintenance	\$ 14.24	\$ 14.24	\$ 165,900.00	0.01%
C. Services		0.00	0.00	
409101 Cleaning Service/Supply		0.00	12,000.00	0.00%
409102 Trash Removal		0.00	3,000.00	0.00%
409200 Pool Winterizing		0.00	10,000.00	0.00%
409338 Repair		0.00	10,000.00	0.00%
409456 Pa Inspection & Testing	50.00	50.00	2,000.00	2.50%
409457 Ground Maintance Service		0.00	500.00	0.00%
409460 Training Certification	-456.00	-456.00	2,000.00	-22.80%
409461 Payroll Processing		0.00	6,000.00	0.00%
Total C. Services	-\$ 406.00	-\$ 406.00	\$ 45,500.00	-0.89%
D. Utilities		0.00	0.00	
433361 Electricity	1,257.93	1,257.93	25,000.00	5.03%
433362 Telephone		0.00	5,500.00	0.00%
433364 Propane		0.00	10,000.00	0.00%
Total D. Utilities	\$ 1,257.93	\$ 1,257.93	\$ 40,500.00	3.11%
F. Benefits		0.00	0.00	
487157 Employer Medicare		0.00	400.00	0.00%
487161 Social Security		0.00	29,000.00	0.00%
487162 Unemployment Comp		0.00	100.00	0.00%
Total F. Benefits	\$ 0.00	\$ 0.00	\$ 29,500.00	0.00%
G. Interfund Transfers		0.00	0.00	
492100 Transfer to Pool Capital Fund		0.00	10,000.00	0.00%
Total G. Interfund Transfers	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00%
Total Expenses	\$ 866.17	\$ 866.17	\$ 647,400.00	0.13%
Net Operating Income	-\$ 866.17	-\$ 866.17	-\$ 175,273.00	0.49%
Net Income	-\$ 866.17	-\$ 866.17	-\$ 175,273.00	0.49%

Hatfield Township Pool Reserve Fund

Profit & Loss Budget vs. Actual

January through December 2021

	TOTAL			
	Jan 21	Jan - Dec 21	Budget	% of Budget
Income				
387000 Donation	0.00	0.00	0.00	0.0%
392036 Transfer from Contributi	0.00	0.00	0.00	0.0%
392200 Transfer Park/ Rec Fund	0.00	0.00	0.00	0.0%
399000 Fund Balance Forward	0.00	0.00	330.00	0.0%
Total Income	0.00	0.00	330.00	0.0%
Gross Profit	0.00	0.00	330.00	0.0%
Expense				
451112 Pool repair	19,280.00	19,280.00	0.00	100.0%
Total Expense	19,280.00	19,280.00	0.00	100.0%
Net Income	-19,280.00	-19,280.00	330.00	-5,842.42%

Hatfield Township Park & Rec Fund

Budget vs. Actuals:

January - December 2021

	Jan 2021		Total	
	Actual	Actual	Budget	% of Budget
Income				
A. Taxes		0.00	0.00	
a. Real Property		0.00	0.00	
301100 R/E Taxes - Current Year		0.00	215,000.00	0.00%
301200 R/E Taxes - Prior Year		0.00	600.00	0.00%
301300 R/E Taxes - Delinquent/Liened		0.00	5,600.00	0.00%
301600 R/E Taxes - Interim		0.00	600.00	0.00%
Total a. Real Property	\$	0.00	\$ 221,800.00	0.00%
Total A. Taxes	\$	0.00	\$ 221,800.00	0.00%
C. Rents		0.00	0.00	
342500 Ballfield Billboards		0.00	3,400.00	0.00%
342501 Ballfield Lights - Softball		0.00	6,000.00	0.00%
342502 Ballfield Lights - Hardball		0.00	2,500.00	0.00%
342503 Pavilion Rental - SRP		0.00	1,000.00	0.00%
342504 Athletic Field Rental		0.00	6,300.00	0.00%
387650 Rent Collected		0.00	1,000.00	0.00%
Total C. Rents	\$	0.00	\$ 20,200.00	0.00%
F. Program Fees		0.00	0.00	
367120 GOLF TOURNAMENT FEES		0.00	6,000.00	0.00%
367200 SUMMER RECREATION FEES		0.00	80,000.00	0.00%
367220 SPECIALTY SPORTS CAMPS		0.00	5,000.00	0.00%
367302 SEASONAL WORKSHOPS		0.00	1,800.00	0.00%
367320 PRPS TICKET SALES		0.00	10,000.00	0.00%
367800 BUS TRIP FEES		0.00	5,000.00	0.00%
367810 CAR SHOW FEES		0.00	500.00	0.00%
367850 MUSICFEAST FOOD SALES		0.00	2,500.00	0.00%
387880 Park Rec Programs		0.00	10,000.00	0.00%
Total F. Program Fees	\$	0.00	\$ 120,800.00	0.00%
H. Contributions and donations		0.00	0.00	
387000. GOLF OUTING SPONSORSHIPS		0.00	15,000.00	0.00%
387300 NATURE CAMP SPONSORSHIP		0.00	1,500.00	0.00%
387400 ROCKTOBERFEST SPONSORSHIP		0.00	4,000.00	0.00%
387420 RACE PROCEEDS		0.00	5,000.00	0.00%
387500 PARK PROGRAMING DONATIONS		0.00	1,000.00	0.00%
387600 MUSIC SERIES DONATIONS		0.00	6,000.00	0.00%
Total H. Contributions and donations	\$	0.00	\$ 32,500.00	0.00%
I. Interfund Transfers		0.00	0.00	
392200 TRANSFER TWP CONTRIBUTION FUND		0.00	20,000.00	0.00%
Total I. Interfund Transfers	\$	0.00	\$ 20,000.00	0.00%

J. Fund Balance			0.00		0.00		
399000 FUND BALANCE FORWARD			0.00		25,668.00		0.00%
Total J. Fund Balance	\$	0.00	\$	0.00	\$	25,668.00	0.00%
Total Income	\$	0.00	\$	0.00	\$	440,968.00	0.00%
Gross Profit	\$	0.00	\$	0.00	\$	440,968.00	0.00%
Expenses							
A. PARK/REC PAYROLL			0.00		0.00		
401102 Director/ Programers			0.00		124,000.00		0.00%
401103 Summer Seasonal Employee			0.00		35,000.00		0.00%
401105 Parks Rec Public Works Employee			0.00		64,000.00		0.00%
Total A. PARK/REC PAYROLL	\$	0.00	\$	0.00	\$	223,000.00	0.00%
B. Park Operations			0.00		0.00		
454220 OPERATING SUPPLIES			0.00		15,300.00		0.00%
454260 MINOR EQUIPMENT			0.00		500.00		0.00%
454310 PROFESSIONAL SERVICES			0.00		4,000.00		0.00%
454315 CITIZEN BOARD EXPENSES			0.00		960.00		0.00%
454325 POSTAGE			0.00		100.00		0.00%
454341 ADVERTIZING AND PRINTING			0.00		750.00		0.00%
454351 LICENSING			0.00		305.00		0.00%
454361 ELECTRIC			0.00		13,000.00		0.00%
454363 WIFI Services			0.00		1,000.00		0.00%
454366 WATER			0.00		4,000.00		0.00%
454386 RENTALS			0.00		1,000.00		0.00%
454420 DUES, MEETINGS, AND TRAINING			0.00		2,000.00		0.00%
454422 Turf Maintance			0.00		10,000.00		0.00%
454450 CONTRACTED SERVICES		-2,649.00		-2,649.00	15,000.00		-17.66%
454451 Tree Grooming				0.00	5,000.00		0.00%
454730 Highway Dept Services				0.00	2,500.00		0.00%
Total B. Park Operations	-\$	2,649.00	-\$	2,649.00	\$	75,415.00	-3.51%
C. Park Programs			0.00		0.00		
459110 GOLF TOURNAMENT			0.00		16,000.00		0.00%
459126 SUMMER REC SUPPLIES			0.00		10,000.00		0.00%
459128 SPECIALTY SPORT CAMP			0.00		5,000.00		0.00%
459132 Dog Park Expenses			0.00		5,000.00		0.00%
459135 PRPS - DISCOUNT TICKET SALES			0.00		7,500.00		0.00%
459150 BUS TRIPS			0.00		5,000.00		0.00%
459190 EARTH DAY			0.00		300.00		0.00%
459210 ROCKTOBERFEST			0.00		6,000.00		0.00%
459220 MUSIC FEAST EXPENSES			0.00		10,500.00		0.00%
459300 Park Rec Programing			0.00		12,500.00		0.00%
459301 Memorial Tree Program			0.00		500.00		0.00%
459330 Winter Programing			0.00		5,000.00		0.00%
Total C. Park Programs	\$	0.00	\$	0.00	\$	83,300.00	0.00%
D. Employee Benefits/Expenses			0.00		0.00		
487157 Employee Medicare			0.00		2,000.00		0.00%
487161 Employee Social Security			0.00		8,600.00		0.00%
487162 Unemployment Comp			0.00		100.00		0.00%

487163 Employee Benefits			0.00	40,000.00	0.00%	
Total D. Employee Benefits/Expenses	\$	0.00	\$	0.00	\$ 50,700.00	0.00%
Total Expenses	-\$	2,649.00	-\$	2,649.00	\$ 432,415.00	-0.61%
Net Operating Income	\$	2,649.00	\$	2,649.00	\$ 8,553.00	30.97%
Net Income	\$	2,649.00	\$	2,649.00	\$ 8,553.00	30.97%

Wednesday, Jan 20, 2021 01:07:17 PM GMT-8 - Cash Basis

PARK AND REC CAPTIAL FUND
Profit & Loss Budget vs. Actual
 January through December 2021

	TOTAL			
	Jan 21	Jan - Dec 21	Budget	% of Budget
Income				
387000 Non Gov't Revenue				
387003 Developers Contributions	0.00	0.00	50,000.00	0.0%
Total 387000 Non Gov't Revenue	0.00	0.00	50,000.00	0.0%
392000 Fund Balance Transfer				
392180 Park and Rec Transfer	0.00	0.00	32,000.00	0.0%
399900 Fund Balance Forward	0.00	0.00	129,375.00	0.0%
Total 392000 Fund Balance Transfer	0.00	0.00	161,375.00	0.0%
Total Income	0.00	0.00	211,375.00	0.0%
Expense				
454000 Expenses				
454007 Park Improvements	0.00	0.00	20,000.00	0.0%
454008 Park Rec Maintance Equip	0.00	0.00	40,000.00	0.0%
454010 Ficks Trail Project	0.00	0.00	150,000.00	0.0%
Total 454000 Expenses	0.00	0.00	210,000.00	0.0%
Total Expense	0.00	0.00	210,000.00	0.0%
Net Income	0.00	0.00	1,375.00	0.0%

Hatfield Township State Aid Fund Profit & Loss Budget vs. Actual January through December 2021

	TOTAL			
	Jan 21	Jan - Dec 21	Budget	% of Budget
Income				
A. Interest				
341000 · Interest Earnings	0.00	0.00	500.00	0.0%
Total A. Interest	0.00	0.00	500.00	0.0%
B. State Shared Revenue				
355020 · Liquid Fuels Tax	0.00	0.00	475,414.02	0.0%
355030 · Liquid Fuels Turnback Money	0.00	0.00	4,920.00	0.0%
Total B. State Shared Revenue	0.00	0.00	480,334.02	0.0%
E. Fund Balance Forward				
399.000 · Fund Balance Forward	0.00	0.00	80,965.87	0.0%
Total E. Fund Balance Forward	0.00	0.00	80,965.87	0.0%
Total Income	0.00	0.00	561,799.89	0.0%
Expense				
B. Major Equipment Purchases				
430740 · Major Equipment Purchases	26,807.25	26,807.25	114,369.95	23.44%
Total B. Major Equipment Purchases	26,807.25	26,807.25	114,369.95	23.44%
I. Hwy Construction/Rebuilding				
439000 · Highway Construction/Rebuiding	0.00	0.00	340,000.00	0.0%
Total I. Hwy Construction/Rebuilding	0.00	0.00	340,000.00	0.0%
Total Expense	26,807.25	26,807.25	454,369.95	5.9%
Net Income	-26,807.25	-26,807.25	107,429.94	-24.95%

Hatfield Township Contribution Fund

Budget vs. Actuals:

January - December 2021

	Jan 2021	Total		
	Actual	Actual	Budget	% of Budget
Income				
A -Recycling Revenues		0.00	0.00	
387300 Recycling Rebate money		0.00	40,000.00	0.00%
399.000 Fund Balance Forward Recy		0.00	12,202.00	0.00%
Total A -Recycling Revenues	\$ 0.00	\$ 0.00	\$ 52,202.00	0.00%
C - Road Improvements		0.00	0.00	
387500 Road /Sidewalk Fund		0.00	500.00	0.00%
399.020 Fund Bal Fwd - Road Improvement		0.00	248,460.00	0.00%
Total C - Road Improvements	\$ 0.00	\$ 0.00	\$ 248,960.00	0.00%
D - Open Space Park Improvement		0.00	0.00	
387601 Dog Park Fund Raiser		0.00	6,000.00	0.00%
399.030 Fwd Bal Forward - Open Space		0.00	219,096.00	0.00%
Total D - Open Space Park Improvement	\$ 0.00	\$ 0.00	\$ 225,096.00	0.00%
G -Police Special Funds		0.00	0.00	
310700 Police Donations		0.00	100.00	0.00%
310800 Fund Fwd - Police Special Funds		0.00	7,284.00	0.00%
Total G -Police Special Funds	\$ 0.00	\$ 0.00	\$ 7,384.00	0.00%
J - DVIT - RSF Fund		0.00	0.00	
363310 RSF Carry Forward		0.00	926,178.00	0.00%
386300 RSF Reimbursement		0.00	95,709.00	0.00%
Total J - DVIT - RSF Fund	\$ 0.00	\$ 0.00	\$ 1,021,887.00	0.00%
Total Income	\$ 0.00	\$ 0.00	\$ 1,555,529.00	0.00%
Gross Profit	\$ 0.00	\$ 0.00	\$ 1,555,529.00	0.00%
Expenses				
A - Recycling Expenses		0.00	0.00	
426200 Recycling expense	791.84	791.84	50,000.00	1.58%
Total A - Recycling Expenses	\$ 791.84	\$ 791.84	\$ 50,000.00	1.58%
C - Road Improvement Exp		0.00	0.00	
487750 Road Improvement Exp		0.00	40,000.00	0.00%
Total C - Road Improvement Exp	\$ 0.00	\$ 0.00	\$ 40,000.00	0.00%
D - Open Space Exp		0.00	0.00	
487600 OPEN SPACE EXPENSES ADMIN		0.00	5,000.00	0.00%
487601 Parks Improvements		0.00	150,000.00	0.00%
487602 Dog Park Expenses		0.00	6,000.00	0.00%
487700 Open Space Purchases		0.00	500.00	0.00%
Total D - Open Space Exp	\$ 0.00	\$ 0.00	\$ 161,500.00	0.00%
G - Police Special Funds Exp		0.00	0.00	
410700 Police Expense		0.00	100.00	0.00%
Total G - Police Special Funds Exp	\$ 0.00	\$ 0.00	\$ 100.00	0.00%

Total Expenses	\$ 791.84	\$ 791.84	\$ 251,600.00	0.31%
Net Operating Income	-\$ 791.84	-\$ 791.84	\$ 1,303,929.00	-0.06%
Net Income	-\$ 791.84	-\$ 791.84	\$ 1,303,929.00	-0.06%

Wednesday, Jan 20, 2021 12:50:41 PM GMT-8 - Accrual Basis

**HATFIELD TOWNSHIP
RESOLUTION #21-02**

**PRELIMINARY/FINAL CONDITIONAL LAND DEVELOPMENT APPROVAL
FOR MONARAVI CORPORATION FOR PROPERTIES LOCATED ON
NORTH BROAD STREET, HATFIELD TOWNSHIP, PA**

WHEREAS, Monaravi Corporation (the “Applicant”), is the developer/applicant of two (2) properties, both identified as 0 North Broad Street (collectively the “Property”); and

WHEREAS, the Property is further identified as Montgomery County Tax Parcel Nos. 35-00-01068-00-4 and 35-00-01068-01-3; and

WHEREAS, the Applicant proposes to consolidate the two (2) vacant parcels, which are located in the LPO zoning district. Together they will total approximately 1.03 acres; and

WHEREAS, the Applicant proposes to construct a commercial flex space building with a total footprint of 5,625 square feet; and

WHEREAS, the Applicant has requested preliminary/final approval of a land development application which consists of an fifteen (15) sheet set of plans, titled “Preliminary Land Development Plans of North Broad Street LD”, dated January 3, 2020, with revision date of December 16, 2020 associated with a Stormwater Management Report, dated January 7, 2020, with revision date of October 20, 2020 each prepared by The Crossroads Group, LLC (all application documents are hereinafter collectively referred to as the “Plan”); and

WHEREAS, the Plan has been reviewed by the Township Engineer, Township Traffic Engineer, the Township Landscape Architect, Hatfield Township (the “Township”) and Montgomery County reviewing agencies, and has been found to be suitable for preliminary/final approval, subject to the conditions set forth below.

NOW, THEREFORE, BE IT RESOLVED, that the Hatfield Township Board of Commissioners grants preliminary/final approval of the Plan subject to the following conditions and requirements:

1. Prior to the recording of the Plans and the issuance of permits, the Applicant shall execute a Land Development and Escrow Agreement (the “Agreement”), a Storm Water Operations and Maintenance Agreement, execute and deliver all necessary and appropriate easements and deeds of dedication, and post financial security for construction of improvements on the Property, all of which shall be in a form acceptable to the Township Solicitor.

2. The Applicant shall comply with the review letters prepared by McMahon Associates, Inc. dated December 22, 2020.
3. The Applicant shall comply with the review letter prepared by McCloskey & Faber dated January 8, 2021.
4. The Applicant shall comply with all provisions and conditions set forth in the December 29, 2020 CKS Engineers, Inc. letter to Hatfield Township.
5. The Applicant's Stormwater Management calculations and design shall be reviewed and approved to the satisfaction of the Township Engineer.
6. The Township grants waivers to the Applicant from the following requirements of the Subdivision and Land Development and Stormwater Management Ordinances:
 - a. From Section 242-18.B.2.G.1 to allow a 10 inch outfall pipe from the proposed underground basin. All other storm sewer piping is the required 18 inch minimum diameter.
 - b. From Section 242-18.B.8.aa to allow the basin outlet to be less than 50 feet from a property line. A level spreader is being provided to address concerns related to concentrated flows. The level spreader is approximately 25 feet from the property line, and discharges into a wooded area.
 - c. From Sections 242-19.A.2 & 242-19.A.3 to allow grading to exceed the maximum permitted slope of 4H:1V. The proposed slope toward the rear of the property does not exceed 3H:1V, which is manageable for small areas. In addition, the increase in slope for the limited area will permit more of the existing vegetation to be retained.
 - d. From Section 250-10.A.1 & 250-67.A.7 to submit the application and the plan prepared as a Preliminary/Final plan. Both requirements are contained in the Application.
 - e. From Section 250-31.C to allow the proposed five (5) foot sidewalk within the right-of-way that will tie into the existing four (4) foot wide sidewalk along North Broad Street.
 - f. From Section 250-38.E to allow for a waiver from the requirement to provide replacement trees. The request references limited area available to install more trees than currently proposed. There are ten replacement trees required, none are proposed.

g. From Section 250-40.D to allow the required distance between the proposed edge of parking and outside wall of nearest building to remain at 10 feet, rather than the required 15 feet.

7. The Applicant shall pay **\$875.00** to the Township in lieu of the required landscape plantings which are waived above.
8. The Applicant shall pay **\$31,946.32** to the Township as the Traffic Impact Fee.
9. The Applicant applied for and received relief from the Zoning Hearing Board pursuant to the August 30, 2019 correspondence from the Zoning Hearing Board solicitor. Relief was granted from sections 282-110.C and 282-105 of the Hatfield Township Zoning Ordinance to allow certain uses permitted in the C-Commercial Zoning District as well as to permit parking within the front and side yard setbacks. (250-28, 282-105, 282-121, 282-186.B). The Applicant shall comply with the provisions and conditions of that Decision.
10. Prior to issuance of any permits, all outstanding legal, engineering, and administrative fees applicable to this subdivision must be paid by Applicant.
11. This approval is subject to the fulfillment of all of the foregoing conditions, in their entirety, and no permit shall be issued, nor shall any development take place on the Property, unless and until all such conditions are fulfilled.
12. This approval and grant of the waivers set forth above are further conditioned upon the acceptance of the conditions contained herein by the Applicant and his signifying acceptance of these conditions by signing a copy of this Resolution and returning it to the Township.
13. In the event that said execution of the Resolution is not delivered to the Township office by 7:30 PM, Wednesday, January 27, 2021, it shall be deemed that the Applicant does not accept these conditions and any approvals conditioned upon the acceptance of the conditions are revoked and the Application shall be considered denied for the reasons of the deficiencies found in the above-referenced review letters as described in the Township Subdivision and Land Development Ordinance, as authorized in Section 508 of the Pennsylvania Municipalities Planning Code, 53 PS Section 10508.

DULY PRESENTED AND ADOPTED by the Hatfield Township Board of Commissioners, Montgomery County, Pennsylvania, in a public meeting held this _____ day of _____, 2021.

ATTEST:

**HATFIELD TOWNSHIP
BOARD OF COMMISSIONERS**

Aaron Bibro
Township Manager

Thomas C. Zipfel, President

ACCEPTED: MONARAVI CORPORATION

By: _____
Name (printed): _____
Title: _____

Date: _____



4259 W. Swamp Road
Suite 410
Doylestown, PA 18902

www.cksengeers.com
215.340.0600

December 29, 2020
Ref: #3618

Hatfield Township
1950 School Road
Hatfield, PA 19440

Attention: Aaron J. Bibro, Township Manager

Reference: North Broad Street
Flex Building, Monaravi Corp.
Land Development
(Hatfield Township Project #P20-01)

Dear Mr. Bibro:

CKS Engineers, Inc. has completed our review of the above-referenced land development plan. The applicant proposes to consolidate and develop two (2) vacant parcels, TPNs 35-00-01068-00-4 and 35-00-01068-01-3, along North Broad Street in the LPO zoning district. The parcels total approximately 1.03 acres and will be consolidated as part of this application. The applicant proposes to construct a commercial flex space building with a total footprint of 5,625 SF. The submission consists of a fifteen (15) sheet set of plans, titled "Preliminary Land Development Plans of North Broad Street LD", dated January 3, 2020, with revision date of December 16, 2020 associated with a Stormwater Management Report, dated January 7, 2020, with revision date of October 20, 2020 each prepared by The Crossroads Group, LLC.

The plan received a recommendation for approval by the Township Planning Commission at their December 15, 2020 meeting.

We have reviewed the documents for compliance with applicable Zoning, Subdivision and Land Development, and Stormwater Management Ordinance requirements, and have the following comments:

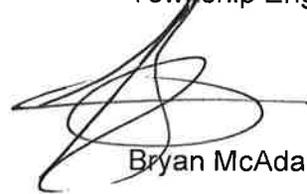
1. The applicant applied for and received relief from the Zoning Hearing Board pursuant to the August 30, 2019 correspondence from the Zoning Hearing Board solicitor. Relief was granted from Sections 282-110.C and 282-105 of the Hatfield Township Zoning Ordinance to allow certain uses permitted in the C-Commercial Zoning District as well as to permit parking within the front and side yard setbacks. (250-28, 282-105, 282-121, 282-186.B)
2. The plan includes a list of various waivers being requested from the requirements of the Subdivision and Land Development Ordinance as well as the Stormwater Management Ordinance. The waiver requests are also contained in the October 20, 2020 correspondence from The Crossroads Group.
 - a. From Section 242-18.B.2.G.1 to allow a 10-inch outfall pipe from the proposed underground basin. All other storm sewer piping is the required 18-inch minimum diameter. We take no exception to this request.

- b. From Section 242-18.B.8.aa to allow the basin outlet to be less than 50 feet from a property line. A level spreader is being provided to address concerns related to concentrated flows, we take no exception to this request. The level spreader is approximately 25 feet from the property line, and discharges into a wooded area.
 - c. From Sections 242-19.A.2 & 242-19.A.3 to allow grading to exceed the maximum permitted slope of 4H:1V. We take no exception to the proposed grading. The proposed slope toward the rear of the property does not exceed 3H:1V, which is manageable for small areas. In addition, the increase in slope for the limited area will permit more of the existing vegetation to be retained.
 - d. From Section 250-10.A.1 & 250-67.A.7 to submit the application and the plan prepared as a Preliminary/Final plan. We take no exception to this request.
 - e. From Section 250-31.C to allow the proposed five (5) foot sidewalk within the right-of-way that will tie into the existing four (4) foot wide sidewalk along North Broad Street. We take no exception to this request.
 - f. Section 250-38.E to allow for a waiver from the requirement to provide replacement trees. The request references limited area available to install more trees than currently proposed. There are ten replacement trees required, none are proposed. We take no exception to this request.
 - g. From Section 250-40.D to allow the required distance between the proposed edge of parking and outside wall of nearest building to remain at 10 feet, rather than the required 15 feet. We take no exception, conditioned on the 10 feet being acceptable to the Township Fire Marshal.
3. Approval of the proposed sanitary sewer system by Hatfield Township Sewer Authority is required, including Sewage Facilities Planning Module Approval or waiver from PA DEP. (250-34.A.3)
 4. Approval of the proposed water system, as well as an executed Water Service Agreement from North Penn Water Authority, is required. (250.35)
 5. A highway occupancy permit from PennDOT for the proposed driveway and sidewalk has been obtained; permit number 06104669, dated December 2, 2020. The permit expires on December 2, 2021. (250-29.D.5)
 6. The project will require a Traffic Impact Fee. The applicant has provided traffic/trip information; per the Township Traffic Engineer review dated December 22, 2020, the required fee is \$31,946.32. (250-87)
 7. The applicant proposes an underground stormwater detention facility, a 22' level spreader, and a storm sewer collection and conveyance system to manage the increase in runoff that will result from the proposed improvements. Except for the waivers requested, the stormwater management design is compliant with the ordinance requirements.
 8. An Operations and Maintenance Agreement for the stormwater management facilities is required. (242-31)

9. We defer to the Township Landscape Architect for specific landscape requirements regarding spacing, species, etc. of the proposed plantings. However, we note that the tabulation on 2.00 of 15, the proposed parking area plantings appear to be mislabeled. Two Freeman Maples are indicated in the tabulation, but only one is shown in plan view. Similarly, the table indicates three Green Vase Zelkovas, but four are shown in plan view, with different symbols. It appears that the proposed tree to the west of the building is intended to be an evergreen tree (perhaps the Norway Spruce intended to meet the net land area requirement). The plan should be revised so the table and plan view are consistent.
10. Ultimately, we will require a construction cost estimate for use with the Development Agreement, however this estimate should not be prepared until the approvals have been obtained. (250-61)
11. We recommend that the Record Plans be sent to the Township Solicitor for review of the signature certifications, etc.

We recommend the plan be revised and resubmitted, however we have no objection to the project being discussed at an upcoming Hatfield Township Board of Commissioners meeting. Should you have any questions, please feel free to contact me.

Very truly yours,
CKS ENGINEERS, INC.
Township Engineers



Bryan McAdam, P.E.

BMc/paf

cc: Kenneth Amey, Building/Zoning Official
Christen Pionzio, Esq., Township Solicitor
Jeremy Hoagland, PE, The Crossroads Group, LLC
Branden Bialek, EIT/Project Manager, The Crossroads Group, LLC
Monravi Corporation, Applicant
Kim Flanders, McCloskey & Faber, PC, Township Landscape Architect
Anton Kuhner, McMahon Associates, Inc., Township Traffic Engineer
File

ORDINANCE NO. 695

AN ORDINANCE OF THE TOWNSHIP OF HATFIELD, MONTGOMERY COUNTY, PENNSYLVANIA, AMENDING § 265-34 TO PROHIBIT PARKING ON A PORTION OF RICHMOND ROAD

WHEREAS, the Township has identified a portion of Richmond Road that has become congested or creates unsafe traffic conditions when used for parking,

WHEREAS, it is the intent and desire of the Township Commissioners through this Ordinance to place restrictions on the use of said portion of Richmond Road for parking,

NOW, THEREFORE, it is hereby **ORDAINED** by the Board of Commissioners of Hatfield Township, Montgomery County, Pennsylvania, and it is hereby **ENACTED** and **ORDAINED** by authority of same as follows:

SECTION I. Section 265-34 is amended to add the following:

<u>Name of Street</u>	<u>Between</u>	<u>Action</u>
Richmond Road	Bergey Road and Unionville Pike	No Parking

SECTION II. All ordinances or parts thereof inconsistent with the provisions of this Ordinance are hereby repealed to the extent of the inconsistency.

SECTION III. The provisions of this Ordinance are declared to be severable. If any provision of this Ordinance is declared by a court of competent jurisdiction to be invalid or unconstitutional, such determination shall have no effect on the remaining provisions of this Ordinance or on the provisions of the Hatfield Township Code.

SECTION IV. This Ordinance shall be effective five (5) days following its legal enactment.

SECTION V. The failure of Hatfield Township to enforce any provision of this Ordinance shall not constitute waiver by the Township of its rights of future enforcement hereunder.

ENACTED and **ORDAINED** this _____ day of _____, 2021.

ATTEST:

**BOARD OF COMMISSIONERS OF
HATFIELD TOWNSHIP**

Aaron Bibro, Secretary

Thomas C. Zipfel, President

**RESOLUTION NO. 21-03
HATFIELD TOWNSHIP, MONTGOMERY COUNTY, PA**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF HATFIELD TOWNSHIP AUTHORIZING THE CONDEMNATION AND TAKING
OF CERTAIN REAL ESTATE LOCATED AT 1285 MOYER ROAD WITHIN
HATFIELD TOWNSHIP FOR THE PURPOSE OF ADDING LAND
TO TOWNSHIP PARK LANDS**

RECITALS

A. 53 Pa. C.S. § 56901 of the First Class Township Code authorizes the Township to exercise eminent domain powers for the taking of property for park related activities.

B. 26 Pa. C.S. § 101, *et seq.* commonly known as the Eminent Domain Code, details the procedures for the Township to take property.

C. 26 Pa. C.S. § 302 of the Eminent Domain Code requires a specific reference in the declaration of taking to the action, whether by ordinance, resolution or otherwise, by which the declaration to taking was authorized.

D. The Township desires to condemn the property situated at 1285 Moyer Road, being Tax Parcel No. 35-00-07012-00-9 (“Property”).

E. The Board of Assessment information indicates that Nancy K. Lattanzi owns the Property.

F. The Township desires to acquire 1285 Moyer Road for the purposes of adding land to Township park lands.

G. The Township will acquire the Property in fee simple.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners as follows:

1. The Board of Commissioners hereby authorizes the condemnation and taking of the Property.

2. The Board of Commissioners hereby authorizes its solicitor to file all necessary documents, including, but not limited to, a Declaration of Taking, and to take those actions which are necessary to acquire the Property for the aforesaid purpose.

3. The Board of Commissioners authorizes its relevant members to execute those documents which are necessary to give effect to this Resolution and the actions contemplated by it.

DULY PRESENTED AND ADOPTED by the Hatfield Township Board of Commissioners, Montgomery County, Pennsylvania, in a public meeting held this _____ day of _____, 2021.

ATTEST:

**HATFIELD TOWNSHIP
BOARD OF COMMISSIONERS**

Aaron Bibro, Secretary

Thomas C. Zipfel, President

STANDARD AGREEMENT FOR THE SALE OF REAL ESTATE

ASR

This form recommended and approved for, but not restricted to use by, the members of the Pennsylvania Association of Realtors® (PAR).

PARTIES	
BUYER(S): <u>Nancy K. Lattanzi</u>	SELLER(S): <u>Hatfield Township</u>
BUYER'S MAILING ADDRESS: <u>1285 Moyer Road, Hatfield, PA 19440</u>	SELLER'S MAILING ADDRESS: <u>1950 School Road, Hatfield, PA 19440</u>

PROPERTY	
ADDRESS (including postal city) <u>1285 Moyer Road</u>	
<u>Hatfield, PA</u> ZIP <u>19440</u>	
in the municipality of <u>Hatfield Township</u> , County of <u>Montgomery</u> ,	
in the School District of <u>North Penn</u> , in the Commonwealth of Pennsylvania.	
Tax ID #(s): <u>35-00-07012-00-9</u> and/or	
Identification (e.g., Parcel #; Lot, Block; Deed Book, Page, Recording Date): _____	

BUYER'S RELATIONSHIP WITH PA LICENSED BROKER	
<input checked="" type="checkbox"/> No Business Relationship (Buyer is not represented by a broker)	
Broker (Company) _____	Licensee(s) (Name) _____
Company License # _____	State License # _____
Company Address _____	Direct Phone(s) _____
Company Phone _____	Cell Phone(s) _____
Company Fax _____	Email _____
Broker is (check only one):	Licensee(s) is (check only one):
<input type="checkbox"/> Buyer Agent (Broker represents Buyer only)	<input type="checkbox"/> Buyer Agent (all company licensees represent Buyer)
<input type="checkbox"/> Dual Agent (See Dual and/or Designated Agent box below)	<input type="checkbox"/> Buyer Agent with Designated Agency (only Licensee(s) named above represent Buyer)
	<input type="checkbox"/> Dual Agent (See Dual and/or Designated Agent box below)
<input type="checkbox"/> Transaction Licensee (Broker and Licensee(s) provide real estate services but do not represent Buyer)	

SELLER'S RELATIONSHIP WITH PA LICENSED BROKER	
<input checked="" type="checkbox"/> No Business Relationship (Seller is not represented by a broker)	
Broker (Company) _____	Licensee(s) (Name) _____
Company License # _____	State License # _____
Company Address _____	Direct Phone(s) _____
Company Phone _____	Cell Phone(s) _____
Company Fax _____	Email _____
Broker is (check only one):	Licensee(s) is (check only one):
<input type="checkbox"/> Seller Agent (Broker represents Seller only)	<input type="checkbox"/> Seller Agent (all company licensees represent Seller)
<input type="checkbox"/> Dual Agent (See Dual and/or Designated Agent box below)	<input type="checkbox"/> Seller Agent with Designated Agency (only Licensee(s) named above represent Seller)
	<input type="checkbox"/> Dual Agent (See Dual and/or Designated Agent box below)
<input type="checkbox"/> Transaction Licensee (Broker and Licensee(s) provide real estate services but do not represent Seller)	

DUAL AND/OR DESIGNATED AGENCY	
A Broker is a Dual Agent when a Broker represents both Buyer and Seller in the same transaction. A Licensee is a Dual Agent when a Licensee represents Buyer and Seller in the same transaction. All of Broker's licensees are also Dual Agents UNLESS there are separate Designated Agents for Buyer and Seller. If the same Licensee is designated for Buyer and Seller, the Licensee is a Dual Agent.	
By signing this Agreement, Buyer and Seller each acknowledge having been previously informed of, and consented to, dual agency, if applicable.	

Buyer Initials: _____

ASR Page 1 of 14

Seller Initials: _____



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rev. 5/20; rel. 7/20

1 **1. By this Agreement**, dated _____,
 2 Seller hereby agrees to sell and convey to Buyer, who agrees to purchase, the identified Property.
 3 **2. PURCHASE PRICE AND DEPOSITS (4-14)**
 4 (A) Purchase Price \$ **248,000.00**
 5 **(Two Hundred Forty-Eight Thousand**
 6 _____ U.S. Dollars), to be paid by Buyer as follows:
 7 1. Initial Deposit, within _____ days (5 if not specified) of Execution Date,
 8 if not included with this Agreement: \$ _____ **25,000.00**
 9 2. Additional Deposit within _____ days of the Execution Date: \$ _____
 10 3. _____ \$ _____
 11 Remaining balance will be paid at settlement.
 12 (B) **All funds paid by Buyer, including deposits, will be paid by check, cashier's check or wired funds. All funds paid by Buyer**
 13 **within 30 days of settlement, including funds paid at settlement, will be by cashier's check or wired funds, but not by per-**
 14 **sonal check.**
 15 (C) Deposits, regardless of the form of payment, will be paid in U.S. Dollars to Broker for Seller (unless otherwise stated here: _____),
 16 _____),
 17 who will retain deposits in an escrow account in conformity with all applicable laws and regulations until consummation or
 18 termination of this Agreement. Only real estate brokers are required to hold deposits in accordance with the rules and regulations
 19 of the State Real Estate Commission. Checks tendered as deposit monies may be held uncashed pending the execution of this
 20 Agreement.
 21 **3. SELLER ASSIST (If Applicable) (1-10)**
 22 Seller will pay \$ _____ or _____ % of Purchase Price (0 if not specified) toward
 23 Buyer's costs, as permitted by the mortgage lender, if any. Seller is only obligated to pay up to the amount or percentage which is
 24 approved by mortgage lender.
 25 **4. SETTLEMENT AND POSSESSION (4-14)**
 26 (A) Settlement Date is **March 15, 2021**, or before if Buyer and Seller agree.
 27 (B) Settlement will occur in the county where the Property is located or in an adjacent county, during normal business hours, unless
 28 Buyer and Seller agree otherwise.
 29 (C) At time of settlement, the following will be pro-rated on a daily basis between Buyer and Seller, reimbursing where applicable:
 30 current taxes; rents; interest on mortgage assumptions; condominium fees and homeowner association fees; water and/or sewer
 31 fees, together with any other lienable municipal service fees. All charges will be prorated for the period(s) covered. Seller will
 32 pay up to and including the date of settlement and Buyer will pay for all days following settlement, unless otherwise stated here:
 33 _____
 34 (D) For purposes of prorating real estate taxes, the "periods covered" are as follows:
 35 1. Municipal tax bills for all counties and municipalities in Pennsylvania are for the period from January 1 to December 31.
 36 2. School tax bills for the Philadelphia, Pittsburgh and Scranton School Districts are for the period from January 1 to December
 37 31. School tax bills for all other school districts are for the period from July 1 to June 30.
 38 (E) Conveyance from Seller will be by fee simple deed of special warranty unless otherwise stated here: _____
 39 _____
 40 (F) Payment of transfer taxes will be divided equally between Buyer and Seller unless otherwise stated here: _____
 41 _____
 42 (G) Possession is to be delivered by deed, existing keys and physical possession to a vacant Property free of debris, with all structures
 43 broom-clean, at day and time of settlement, unless Seller, before signing this Agreement, has identified in writing that the Property
 44 is subject to a lease.
 45 (H) If Seller has identified in writing that the Property is subject to a lease, possession is to be delivered by deed, existing keys and
 46 assignment of existing leases for the Property, together with security deposits and interest, if any, at day and time of settlement.
 47 Seller will not enter into any new leases, nor extend existing leases, for the Property without the written consent of Buyer. Buyer
 48 will acknowledge existing lease(s) by initialing the lease(s) at the execution of this Agreement, unless otherwise stated in this
 49 Agreement.
 50 **Tenant-Occupied Property Addendum (PAR Form TOP) is attached and made part of this Agreement.**
 51 **5. DATES/TIME IS OF THE ESSENCE (1-10)**
 52 (A) Written acceptance of all parties will be on or before: **February 15, 2021**
 53 (B) The Settlement Date and all other dates and times identified for the performance of any obligations of this Agreement are of the
 54 essence and are binding.
 55 (C) The Execution Date of this Agreement is the date when Buyer and Seller have indicated full acceptance of this Agreement by
 56 signing and/or initialing it. For purposes of this Agreement, the number of days will be counted from the Execution Date, exclud-
 57 ing the day this Agreement was executed and including the last day of the time period. **All changes to this Agreement should be**
 58 **initialed and dated.**
 59 (D) The Settlement Date is not extended by any other provision of this Agreement and may only be extended by mutual written agree-
 60 ment of the parties.
 61 (E) Certain terms and time periods are pre-printed in this Agreement as a convenience to the Buyer and Seller. All pre-printed terms
 62 and time periods are negotiable and may be changed by striking out the pre-printed text and inserting different terms acceptable
 63 to all parties, except where restricted by law.

65 **6. ZONING (4-14)**

66 Failure of this Agreement to contain the zoning classification (except in cases where the property {and each parcel thereof, if subdividable} is zoned solely or primarily to permit single-family dwellings) will render this Agreement voidable at Buyer's option, and, if voided, any deposits tendered by the Buyer will be returned to the Buyer without any requirement for court action.

68 **Zoning Classification, as set forth in the local zoning ordinance: RA1 - Residential**

70 **7. FIXTURES AND PERSONAL PROPERTY (1-20)**

71 (A) It is possible for certain items of personal property to be so integrated into the Property that they become fixtures and will be regarded as part of the Property and therefore included in a sale. Buyer and Seller are encouraged to be specific when negotiating what items will be included or excluded in this sale.

74 (B) INCLUDED in this sale, unless otherwise stated, are all existing items permanently installed in or on the Property, free of liens, and other items including plumbing; heating; gas fireplace logs; radiator covers; hardwired security systems; thermostats; lighting fixtures (including chandeliers and ceiling fans); pools, spas and hot tubs (including covers and cleaning equipment); electric animal fencing systems (excluding collars); garage door openers and transmitters; mounting brackets and hardware for television and sound equipment; unpotted shrubbery, plantings and trees; smoke detectors and carbon monoxide detectors; sump pumps; storage sheds; fences; mailboxes; wall to wall carpeting; existing window screens, storm windows and screen/storm doors; window covering hardware (including rods and brackets), shades and blinds; awnings; central vacuum system (with attachments); built-in air conditioners; built-in appliances; the range/oven; dishwashers; trash compactors; any remaining heating and cooking fuels stored on the Property at the time of settlement; and, if owned, solar panels, windmills, water treatment systems, propane tanks and satellite dishes. Unless stated otherwise, the following items are included in the sale, at no additional cost: _____

86 (C) The following items are not owned by Seller and may be subject to a lease or other financing agreement. Contact the provider/vendor for more information (e.g., solar panels, windmills, water treatment systems, propane tanks and satellite dishes): _____

89 (D) EXCLUDED fixtures and items: _____

91 **8. MORTGAGE CONTINGENCY (10-18)**

92 WAIVED. This sale is NOT contingent on mortgage financing, although Buyer may obtain mortgage financing and/or the parties may include an appraisal contingency.

94 ELECTED.

95 (A) This sale is contingent upon Buyer obtaining mortgage financing according to the following terms:

First Mortgage on the Property	Second Mortgage on the Property
Loan Amount \$ _____	Loan Amount \$ _____
Minimum Term _____ years	Minimum Term _____ years
Type of mortgage _____	Type of mortgage _____
For conventional loans, the Loan-To-Value (LTV) ratio is not to exceed _____ %	For conventional loans, the Loan-To-Value (LTV) ratio is not to exceed _____ %
Mortgage lender _____	Mortgage lender _____
Interest rate _____%; however, Buyer agrees to accept the interest rate as may be committed by the mortgage lender , not to exceed a maximum interest rate of _____ %.	Interest rate _____%; however, Buyer agrees to accept the interest rate as may be committed by the mortgage lender , not to exceed a maximum interest rate of _____ %.
Discount points, loan origination, loan placement and other fees charged by the lender as a percentage of the mortgage loan (excluding any mortgage insurance premiums or VA funding fee) not to exceed _____ % (0% if not specified) of the mortgage loan.	Discount points, loan origination, loan placement and other fees charged by the lender as a percentage of the mortgage loan (excluding any mortgage insurance premiums or VA funding fee) not to exceed _____ % (0% if not specified) of the mortgage loan.

111 (B) Upon receiving documentation demonstrating lender's approval, whether conditional or outright, of Buyer's mortgage application(s) according to the terms set forth above, Buyer will promptly deliver a copy of the documentation to Seller, but in any case no later than _____.

114 1. If Seller does not receive a copy of the documentation demonstrating lender's conditional or outright approval of Buyer's mortgage application(s) by the date indicated above, Seller may terminate this Agreement by written notice to Buyer. Seller's right to terminate continues until Buyer delivers documentation demonstrating lender's conditional or outright approval of Buyer's mortgage application(s) to Seller. Until Seller terminates this Agreement pursuant to this Paragraph, Buyer must continue to make a good faith effort to obtain mortgage financing.

119 2. Seller may terminate this Agreement by written notice to Buyer after the date indicated above if the documentation demonstrating lender's conditional or outright approval of Buyer's mortgage application(s):

- 121 a. Does not satisfy the terms of Paragraph 8(A), OR
- 122 b. Contains any condition not specified in this Agreement (e.g., Buyer must settle on another property, an appraisal must be received by the lender, or the approval is not valid through the Settlement Date) that is not satisfied and/or removed in writing by the mortgage lender(s) within 7 DAYS after the date indicated in Paragraph 8(B), or any extension thereof, other than those conditions that are customarily satisfied at or near settlement (e.g., obtaining insurance, confirming employment).

127 3. If this Agreement is terminated pursuant to Paragraphs 8(B)(1) or (2), or the mortgage loan(s) is not obtained for settlement,

128 **Buyer Initials:** _____

Seller Initials: _____

129 all deposit monies will be returned to Buyer according to the terms of Paragraph 26 and this Agreement will be VOID. Buyer
130 will be responsible for any costs incurred by Buyer for any inspections or certifications obtained according to the terms of this
131 Agreement, and any costs incurred by Buyer for: (1) Title search, title insurance and/or mechanics' lien insurance, or any fee
132 for cancellation; (2) Flood insurance, fire insurance, hazard insurance, mine subsidence insurance, or any fee for cancellation;
133 (3) Appraisal fees and charges paid in advance to mortgage lender(s).

134 (C) The Loan-To-Value ratio (LTV) is used by lenders as one tool to help assess their potential risk of a mortgage loan. A particular
135 LTV may be necessary to qualify for certain loans, or buyers might be required to pay additional fees if the LTV exceeds a spe-
136 cific level. The appraised value of the Property may be used by lenders to determine the maximum amount of a mortgage loan.
137 The appraised value is determined by an independent appraiser, subject to the mortgage lender's underwriter review, and may be
138 higher or lower than the Purchase Price and/or market price of the property.

139 (D) The interest rate(s) and fee(s) provisions in Paragraph 8(A) are satisfied if the mortgage lender(s) gives Buyer the right to guarantee
140 the interest rate(s) and fee(s) at or below the maximum levels stated. If lender(s) gives Buyer the right to lock in the interest rate(s),
141 Buyer will do so at least 15 days before Settlement Date. Buyer gives Seller the right, at Seller's sole option and as permitted
142 by law and the mortgage lender(s), to contribute financially, without promise of reimbursement, to Buyer and/or the mortgage
143 lender(s) to make the above mortgage term(s) available to Buyer.

144 (E) Within _____ days (7 if not specified) from the Execution Date of this Agreement, Buyer will make a completed mortgage appli-
145 cation (including payment for and ordering of credit reports without delay) for the mortgage terms and to the mortgage lender(s)
146 identified in Paragraph 8(A), if any, otherwise to a responsible mortgage lender(s) of Buyer's choice. Broker for Buyer, if any,
147 otherwise Broker for Seller, is authorized to communicate with the mortgage lender(s) to assist in the mortgage loan process.
148 Broker for Seller, if any, is permitted to contact the mortgage lender(s) at any time to determine the status of the mortgage loan
149 application.

150 (F) **Buyer will be in default of this Agreement if Buyer furnishes false information** to anyone concerning Buyer's financial and/
151 or employment status, fails to cooperate in good faith with processing the mortgage loan application (including payment for and
152 ordering of appraisal without delay), fails to lock in interest rate(s) as stated in Paragraph 8(D), or otherwise causes the lender to
153 reject, or refuse to approve or issue, a mortgage loan commitment.

154 (G) If the mortgage lender(s), or a property and casualty insurer providing insurance required by the mortgage lender(s), requires
155 repairs to the Property, Buyer will, upon receiving the requirements, deliver a copy of the requirements to Seller. Within 5
156 DAYS of receiving the copy of the requirements, Seller will notify Buyer whether Seller will make the required repairs at Seller's
157 expense.

158 1. If Seller makes the required repairs to the satisfaction of the mortgage lender and/or insurer, Buyer accepts the Property and
159 agrees to the RELEASE in Paragraph 28 of this Agreement.

160 2. If Seller will not make the required repairs, **or if Seller fails to respond within the stated time**, Buyer will, within 5
161 DAYS, notify Seller of Buyer's choice to:

162 a. Make the repairs/improvements at Buyer's expense, with permission and access to the Property given by Seller, which
163 will not be unreasonably withheld (Seller may require that Buyer sign a pre-settlement possession agreement such as the
164 Pre-Settlement Possession Addendum [PAR Form PRE], which shall not, in and of itself, be considered unreasonable), OR

165 b. Terminate this Agreement by written notice to Seller, with all deposit monies returned to Buyer according to the terms of
166 Paragraph 26 of this Agreement.

167 **If Buyer fails to respond** within the time stated in Paragraph 8(G)(2) or fails to terminate this Agreement by written notice
168 to Seller within that time, **Buyer will accept the Property**, make the required repairs/improvements at Buyer's expense and
169 agree to the RELEASE in Paragraph 28 of this Agreement.

170 **FHA/VA, IF APPLICABLE**

171 (H) It is expressly agreed that notwithstanding any other provisions of this contract, Buyer will not be obligated to complete the pur-
172 chase of the Property described herein or to incur any penalty by forfeiture of earnest money deposits or otherwise unless Buyer
173 has been given, in accordance with HUD/FHA or VA requirements, a written statement by the Federal Housing Commissioner,
174 Veterans Administration, or a Direct Endorsement Lender setting forth the appraised value of the Property of not less than
175 \$ _____ (the Purchase Price as stated in this Agreement). Buyer will have the privilege and option of
176 proceeding with consummation of the contract without regard to the amount of the appraised valuation. The appraised valuation
177 is arrived at to determine the maximum mortgage the Department of Housing and Urban Development will insure. HUD does
178 not warrant the value nor the condition of the Property. Buyer should satisfy himself/herself that the price and condition of the
179 Property are acceptable.

180 **Warning:** Section 1010 of Title 18, U.S.C., Department of Housing and Urban Development and Federal Housing
181 Administration Transactions, provides, "Whoever for the purpose of influencing in any way the action of such Department,
182 makes, passes, utters or publishes any statement, knowing the same to be false shall be fined under this title or imprisoned not
183 more than two years, or both."

184 (I) **U.S. Department of Housing and Urban Development (HUD) NOTICE TO PURCHASERS: Buyer's Acknowledgement**

185 Buyer has received the HUD Notice "For Your Protection: Get a Home Inspection." Buyer understands the importance of
186 getting an independent home inspection and has thought about this before signing this Agreement. Buyer understands that
187 FHA will not perform a home inspection nor guarantee the price or condition of the Property.

188 (J) **Certification** We the undersigned, Seller(s) and Buyer(s) party to this transaction each certify that the terms of this contract
189 for purchase are true to the best of our knowledge and belief, and that any other agreement entered into by any of these parties
190 in connection with this transaction is attached to this Agreement.

191 **Buyer Initials:** _____

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Seller Initials: _____

192 **9. CHANGE IN BUYER'S FINANCIAL STATUS (9-18)**

193 If a change in Buyer's financial status affects Buyer's ability to purchase, Buyer will promptly notify Seller and lender(s) to whom the
194 Buyer submitted a mortgage application, if any, in writing. A change in financial status includes, but is not limited to, loss or a change
195 in employment; failure or loss of sale of Buyer's home; Buyer's having incurred a new financial obligation; entry of a judgment against
196 Buyer. **Buyer understands that applying for and/or incurring an additional financial obligation may affect Buyer's ability to
197 purchase.**

198 **10. SELLER REPRESENTATIONS (1-20)**

199 **(A) Status of Water**

200 Seller represents that the Property is served by:

- 201 Public Water Community Water On-site Water None _____

202 **(B) Status of Sewer**

203 1. Seller represents that the Property is served by:

- 204 Public Sewer Community Sewage Disposal System Ten-Acre Permit Exemption (see Sewage Notice 2)
205 Individual On-lot Sewage Disposal System (see Sewage Notice 1) Holding Tank (see Sewage Notice 3)
206 Individual On-lot Sewage Disposal System in Proximity to Well (see Sewage Notice 1; see Sewage Notice 4, if applicable)
207 None (see Sewage Notice 1) None Available/Permit Limitations in Effect (see Sewage Notice 5)
208 _____

209 **2. Notices Pursuant to the Pennsylvania Sewage Facilities Act**

210 **Notice 1: There is no currently existing community sewage system available for the subject property.** Section 7 of the
211 Pennsylvania Sewage Facilities Act provides that no person shall install, construct, request bid proposals for construction, alter,
212 repair or occupy any building or structure for which an individual sewage system is to be installed, without first obtaining a
213 permit. Buyer is advised by this notice that, before signing this Agreement, Buyer should contact the local agency charged with
214 administering the Act to determine the procedure and requirements for obtaining a permit for an individual sewage system. The
215 local agency charged with administering the Act will be the municipality where the Property is located or that municipality
216 working cooperatively with others.

217 **Notice 2: This Property is serviced by an individual sewage system installed under the ten-acre permit exemption**
218 **provisions of Section 7 of the Pennsylvania Sewage Facilities Act.** (Section 7 provides that a permit may not be required
219 before installing, constructing, awarding a contract for construction, altering, repairing or connecting to an individual sewage
220 system where a ten-acre parcel or lot is subdivided from a parent tract after January 10, 1987). Buyer is advised that soils and
221 site testing were not conducted and that, should the system malfunction, the owner of the Property or properties serviced by
222 the system at the time of a malfunction may be held liable for any contamination, pollution, public health hazard or nuisance
223 which occurs as a result.

224 **Notice 3: This Property is serviced by a holding tank (permanent or temporary) to which sewage is conveyed by a**
225 **water carrying system and which is designed and constructed to facilitate ultimate disposal of the sewage at another**
226 **site.** Pursuant to the Pennsylvania Sewage Facilities Act, Seller must provide a history of the annual cost of maintaining the
227 tank from the date of its installation or December 14, 1995, whichever is later.

228 **Notice 4: An individual sewage system has been installed at an isolation distance from a well that is less than the dis-**
229 **tance specified by regulation.** The regulations at 25 Pa. Code §73.13 pertaining to minimum horizontal isolation distances
230 provide guidance. Subsection (b) of §73.13 states that the minimum horizontal isolation distance between an individual water
231 supply or water supply system suction line and treatment tanks shall be 50 feet. Subsection (c) of §73.13 states that the hor-
232 izontal isolation distance between the individual water supply or water supply system suction line and the perimeter of the
233 absorption area shall be 100 feet.

234 **Notice 5: This lot is within an area in which permit limitations are in effect and is subject to those limitations.** Sewage
235 facilities are not available for this lot and construction of a structure to be served by sewage facilities may not begin until
236 the municipality completes a major planning requirement pursuant to the Pennsylvania Sewage Facilities Act and regulations
237 promulgated thereunder.

238 **(C) Historic Preservation**

239 Seller is not aware of historic preservation restrictions regarding the Property unless otherwise stated here: _____

241 **(D) Land Use Restrictions**

- 242 1. Property, or a portion of it, is subject to land use restrictions and may be preferentially assessed for tax purposes under the
243 following Act(s) (see Notices Regarding Land Use Restrictions below):
244 Agricultural Area Security Law (Right-to-Farm Act; Act 43 of 1981; 3 P.S. §901 et seq.)
245 Farmland and Forest Land Assessment Act (Clean and Green Program; Act 319 of 1974; 72 P.S. § 5490.1 et seq.)
246 Open Space Act (Act 442 of 1967; 32 P.S. § 5001 et seq.)
247 Conservation Reserve Program (16 U.S.C. § 3831 et seq.)
248 Other _____

249 **2. Notices Regarding Land Use Restrictions**

250 a. **Pennsylvania Right-To-Farm Act:** The property you are buying may be located in an area where agricultural operations
251 take place. Pennsylvania protects agricultural resources for the production of food and agricultural products. The law limits
252 circumstances where normal agricultural operations may be subject to nuisance lawsuits or restrictive ordinances.

253 b. **Clean and Green Program:** Properties enrolled in the Clean and Green Program receive preferential property tax assess-
254 ment. Buyer and Seller have been advised of the need to contact the County Tax Assessment Office before the execution
255 of this Agreement to determine the property tax implications that will or may result from the sale of the Property, or that
256 may result in the future as a result of any change in use of the Property or the land from which it is being separated.

257 **Buyer Initials:** _____

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Seller Initials: _____

- 258 c. **Open Space Act:** This Act enables counties to enter into covenants with owners of land designated as farm, forest, water
 259 supply, or open space land on an adopted municipal, county or regional plan for the purpose of preserving the land as open
 260 space. A covenant between the owner and county is binding upon any Buyer of the Property during the period of time that
 261 the covenant is in effect (5 or 10 years). Covenants automatically renew at the end of the covenant period unless specific
 262 termination notice procedures are followed. Buyer has been advised of the need to determine the restrictions that will apply
 263 from the sale of the Property to Buyer and the property tax implications that will or may result from a change in use of the
 264 Property, or any portion of it. Buyer is further advised to determine the term of any covenant now in effect.
- 265 d. **Conservation Reserve (Enhancement) Program:** Properties enrolled in the Conservation Reserve Program or CREP are
 266 environmentally-sensitive areas, the owners of which receive compensation in exchange for an agreement to maintain the
 267 land in its natural state. Contracts last from 10 to 15 years and carry penalties to Seller if terminated early by Buyer. Buyer
 268 has been advised of the need to determine the restrictions on development of the Property and the term of any contract now
 269 in effect. Seller is advised to determine the financial implications that will or may result from the sale of the Property.

270 (E) **Real Estate Seller Disclosure Law**

271 Generally, the Real Estate Seller Disclosure Law requires that before an agreement of sale is signed, the seller in a residential real
 272 estate transfer must make certain disclosures regarding the property to potential buyers in a form defined by the law. A residential
 273 real estate transfer is defined as a sale, exchange, installment sales contract, lease with an option to buy, grant or other transfer of
 274 an interest in real property where **NOT LESS THAN ONE AND NOT MORE THAN FOUR RESIDENTIAL DWELLING**
 275 **UNITS** are involved. Disclosures for condominiums and cooperatives are limited to the seller's particular unit(s). Disclosures
 276 regarding common areas or facilities are not required, as those elements are already addressed in the laws that govern the resale
 277 of condominium and cooperative interests.

278 (F) **Public and/or Private Assessments**

- 279 1. Seller represents that, as of the date Seller signed this Agreement, no public improvement, condominium or homeowner asso-
 280 ciation assessments have been made against the Property which remain unpaid, and that no notice by any government or public
 281 authority (excluding assessed value) has been served upon Seller or anyone on Seller's behalf, including notices relating to
 282 violations of zoning, housing, building, safety or fire ordinances that remain uncorrected, and that Seller knows of no condition
 283 that would constitute a violation of any such ordinances that remain uncorrected, unless otherwise specified here: _____
 284 _____
- 285 2. Seller knows of no other potential notices (including violations) and/or assessments except as follows: _____
 286 _____

287 (G) **Highway Occupancy Permit**

288 Access to a public road may require issuance of a highway occupancy permit from the Department of Transportation.

289 (H) **Internet of Things (IoT) Devices**

- 290 1. The presence of smart and green home devices that are capable of connecting to the Internet, directly or indirectly, and the data
 291 stored on those various devices make up a digital ecosystem in the Property sometimes referred to as the "Internet of Things
 292 (IoT)." Buyer and Seller acknowledge that IoT devices may transmit data to third parties outside of the control of their owner.
- 293 2. On or before settlement, Seller will make a reasonable effort to clear all data stored on all IoT devices located on the Property
 294 and included in the sale. Seller further acknowledges that all personal devices owned by Seller (including but not limited to
 295 cellular telephones, personal computers and tablets) having connectivity to any IoT device(s) located on the Property will be
 296 disconnected and cleared of relevant data prior to settlement. Further, no attempts will be made after settlement by Seller or
 297 anyone on Seller's behalf to access any IoT devices remaining on the Property.
- 298 3. Following settlement, Buyer will make a reasonable effort to clear all stored data from any IoT device(s) remaining on the
 299 Property and to restrict access to said devices by Seller, Seller's agents or any third party to whom Seller may have previously
 300 provided access. This includes, but is not limited to, restoring IoT devices to original settings, changing passwords or codes,
 301 updating network settings and submitting change of ownership and contact information to device manufacturers and service
 302 providers.
- 303 4. This paragraph will survive settlement.

304 **11. WAIVER OF CONTINGENCIES (9-05)**

305 If this Agreement is contingent on Buyer's right to inspect and/or repair the Property, or to verify insurability, environmental condi-
 306 tions, boundaries, certifications, zoning classification or use, or any other information regarding the Property, **Buyer's failure to exer-**
 307 **cise any of Buyer's options within the times set forth in this Agreement is a WAIVER of that contingency and Buyer accepts**
 308 **the Property and agrees to the RELEASE in Paragraph 28 of this Agreement.**

309 **12. BUYER'S DUE DILIGENCE/INSPECTIONS (10-18)**

310 (A) **Rights and Responsibilities**

- 311 1. Seller will provide access to insurers' representatives and, as may be required by this Agreement or by mortgage lender(s), to
 312 surveyors, municipal officials, appraisers and inspectors; in addition, unless otherwise agreed, only Parties and their real estate
 313 licensee(s) may attend any inspections.
- 314 2. Buyer may make two pre-settlement walk-through inspections of the Property for the limited purpose of determining that the
 315 condition of the Property is as required by this Agreement and any addenda. Buyer's right to these inspections is not waived
 316 by any other provision of this Agreement.
- 317 3. **Seller will have heating and all utilities (including fuel(s)) on for all inspections/appraisals.**
- 318 4. All inspectors, including home inspectors, are authorized by Buyer to provide a copy of any inspection Report to Broker for
 319 Buyer.
- 320 5. Seller has the right, upon request, to receive a free copy of any inspection Report from the party for whom it was prepared.
 321 Unless otherwise stated, Seller does not have the right to receive a copy of any lender's appraisal report.

- 323 (B) Buyer waives or elects at Buyer's expense to have the following inspections, certifications, and investigations (referred to as
 324 "Inspection" or "Inspections") performed by professional contractors, home inspectors, engineers, architects and other properly
 325 licensed or otherwise qualified professionals. All inspections shall be non-invasive, unless otherwise agreed in writing. If the same
 326 inspector is inspecting more than one system, the inspector must comply with the Home Inspection Law. (See Paragraph 12(D)
 327 for Notices Regarding Property and Environmental Inspections)
- 328 (C) For elected Inspection(s), Buyer will, within the Contingency Period stated in Paragraph 13(A), complete Inspections, obtain any
 329 Inspection Reports or results (referred to as "Report" or "Reports"), and accept the Property, terminate this Agreement, or submit
 330 a written corrective proposal to Seller, according to the terms of Paragraph 13(B).

331 **Home/Property Inspections and Environmental Hazards (mold, etc.)**

332 333 334 335 336 337 338 339 340 341	<p>Elected Buyer may conduct an inspection of the Property's structural components; roof; exterior windows and exterior doors; exterior building material, fascia, gutters and downspouts; swimming pools, hot tubs and spas; appliances; electrical systems; interior and exterior plumbing; public sewer systems; heating and cooling systems; water penetration; electromagnetic fields; wetlands and flood plain delineation; structure square footage; mold and other environmental hazards (e.g., fungi, indoor air quality, asbestos, underground storage tanks, etc.); and any other items Buyer may select. If Buyer elects to have a home inspection of the Property, as defined in the Home Inspection Law, the home inspection must be performed by a full member in good standing of a national home inspection association, or a person supervised by a full member of a national home inspection association, in accordance with the ethical standards and code of conduct or practice of that association, or by a properly licensed or registered engineer or architect. (See Notices Regarding Property & Environmental Inspections)</p>	Waived
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342 **Wood Infestation**

343 344 345 346 347 348 349 350 351	<p>Elected Buyer may obtain a written "Wood-Destroying Insect Infestation Inspection Report" from an inspector certified as a wood-destroying pests pesticide applicator and will deliver it and all supporting documents and drawings provided by the inspector to Seller. The Report is to be made satisfactory to and in compliance with applicable laws, mortgage lender requirements, and/or Federal Insuring and Guaranteeing Agency requirements. The Inspection is to be limited to all readily-visible and accessible areas of all structures on the Property, except fences. If the Inspection reveals active infestation(s), Buyer, at Buyer's expense, may obtain a Proposal from a wood-destroying pests pesticide applicator to treat the Property. If the Inspection reveals damage from active or previous infestation(s), Buyer may obtain a written Report from a professional contractor, home inspector or structural engineer that is limited to structural damage to the Property caused by wood-destroying organisms and a Proposal to repair the Property.</p>	Waived
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352 **Deeds, Restrictions and Zoning**

353 354 355 356	<p>Elected Buyer may investigate easements, deed and use restrictions (including any historic preservation restrictions or ordinances) that apply to the Property and review local zoning ordinances. Buyer may verify that the present use of the Property (such as in-law quarters, apartments, home office, day care, commercial or recreational vehicle parking) is permitted and may elect to make the Agreement contingent upon an anticipated use. Present use: _____</p>	Waived
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358 **Water Service**

359 360 361 362	<p>Elected Buyer may obtain an Inspection of the quality and quantity of the water system from a properly licensed or otherwise qualified water/well testing company. If and as required by the inspection company, Seller, at Seller's expense, will locate and provide access to the on-site (or individual) water system. Seller will restore the Property to its previous condition, at Seller's expense, prior to settlement.</p>	Waived
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363 **Radon**

364 365 366 367 368 369 370 371 372 373 374	<p>Elected Buyer may obtain a radon test of the Property from a certified inspector. The U.S. Environmental Protection Agency (EPA) advises corrective action if the average annual exposure to radon is equal to or higher than 0.02 working levels or 4 picoCuries/liter (4pCi/L). Radon is a natural, radioactive gas that is produced in the ground by the normal decay of uranium and radium. Studies indicate that extended exposure to high levels of radon gas can increase the risk of lung cancer. Radon can find its way into any air-space and can permeate a structure. If a house has a radon problem, it usually can be cured by increased ventilation and/or by preventing radon entry. Any person who tests, mitigates or safeguards a building for radon in Pennsylvania must be certified by the Department of Environmental Protection. Information about radon and about certified testing or mitigation firms is available through Department of Environmental Protection, Bureau of Radiation Protection, 13th Floor, Rachel Carson State Office Building, P.O. Box 8469, Harrisburg, PA 17105-8469, (800) 23RADON or (717) 783-3594. www.epa.gov</p>	Waived
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374 **On-lot Sewage (If Applicable)**

375 376 377 378 379 380	<p>Elected Buyer may obtain an Inspection of the individual on-lot sewage disposal system, which may include a hydraulic load test, from a qualified, professional inspector. If and as required by the inspection company, Seller, at Seller's expense, will locate, provide access to, empty the individual on-lot sewage disposal system and provide all water needed, unless otherwise agreed. Seller will restore the Property to its previous condition, at Seller's expense, prior to settlement. See Paragraph 13(C) for more information regarding the Individual On-lot Sewage Inspection Contingency.</p>	Waived
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381 **Property and Flood Insurance**

382 383 384 385 386	<p>Elected Buyer may determine the insurability of the Property by making application for property and casualty insurance for the Property to a responsible insurer. Broker for Buyer, if any, otherwise Broker for Seller, may communicate with the insurer to assist in the insurance process. If the Property is located in a specially-designated flood zone, Buyer may be required to carry flood insurance at Buyer's expense, which may need to be ordered 14 days or more prior to Settlement Date. Revised flood maps and changes to Federal law may substantially increase future flood</p>	Waived
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387 Buyer Initials: _____

Seller Initials: _____

388		insurance premiums or require insurance for formerly exempt properties. Buyer should consult with one or more flood insurance agents regarding the need for flood insurance and possible premium increases.	
389			
390		Property Boundaries	
391	Elected	Buyer may engage the services of a surveyor, title abstractor, or other qualified professional to assess the legal description, certainty and location of boundaries and/or quantum of land. Most sellers have not had the Property surveyed as it is not a requirement of property transfer in Pennsylvania. Any fences, hedges, walls and other natural or constructed barriers may or may not represent the true boundary lines of the Property. Any numerical representations of size of property are approximations only and may be inaccurate.	Waived
392			
393			
394			
395			
396		Lead-Based Paint Hazards (For Properties built prior to 1978 only)	
397	Elected	Before Buyer is obligated to purchase a residential dwelling built prior to 1978, Buyer has the option to conduct a risk assessment and/or inspection of the Property for the presence of lead-based paint and/or lead-based paint hazards. Regardless of whether this inspection is elected or waived, the Residential Lead-Based Paint Hazard Reduction Act requires a seller of property built prior to 1978 to provide the Buyer with an EPA-approved lead hazards information pamphlet titled "Protect Your Family from Lead in Your Home," along with a separate form, attached to this Agreement, disclosing Seller's knowledge of lead-based paint hazards and any lead-based paint records regarding the Property.	Waived
398			
399			
400			
401			
402			
403			
404		Other	
405	Elected	_____	Waived
406		_____	

407 The Inspections elected above do not apply to the following existing conditions and/or items: _____

408 _____

409 _____

410 **(D) Notices Regarding Property & Environmental Inspections**

- 411 1. Exterior Building Materials: Poor or improper installation of exterior building materials may result in moisture penetrating the surface of a structure where it may cause mold and damage to the building's frame.
- 412
- 413 2. Asbestos: Asbestos is linked with several adverse health effects, including various forms of cancer.
- 414 3. Environmental Hazards: The U.S. Environmental Protection Agency has a list of hazardous substances, the use and disposal of which are restricted by law. Generally, if hazardous substances are found on a property, it is the property owner's responsibility to dispose of them properly.
- 415
- 416 4. Wetlands: Wetlands are protected by the federal and state governments. Buyer may wish to hire an environmental engineer to investigate whether the Property is located in a wetlands area to determine if permits for plans to build, improve or develop the property would be affected or denied because of its location in a wetlands area.
- 417
- 418 5. Mold, Fungi and Indoor Air Quality: Indoor mold contamination and the inhalation of bioaerosols (bacteria, mold spores, pollen and viruses) have been associated with allergic responses.
- 419
- 420 6. Additional Information: Inquiries or requests for more information about asbestos and other hazardous substances can be directed to the U.S. Environmental Protection Agency, Ariel Rios Building, 1200 Pennsylvania Ave., N.W., Washington, D.C. 20460, (202) 272-0167, and/or the Department of Health, Commonwealth of Pennsylvania, Division of Environmental Health, Harrisburg, PA 17120. Information about indoor air quality issues is available through the Pennsylvania Department of Health and may be obtained by contacting Health & Welfare Building, 8th Floor West, 625 Forster St., Harrisburg, PA 17120, or by calling 1-877-724-3258.
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428 **13. INSPECTION CONTINGENCY (10-18)**

429 (A) The Contingency Period is _____ days (10 if not specified) from the Execution Date of this Agreement for each Inspection elected in Paragraph 12(C).

430 (B) **Within the stated Contingency Period** and as the result of any Inspection elected in Paragraph 12(C), except as stated in Paragraph 13(C):

- 431 1. If the results of the inspections elected in Paragraph 12(C) are satisfactory to Buyer, Buyer WILL **present all Report(s) in their entirety to Seller, accept the Property with the information stated in the Report(s) and agree to the RELEASE in Paragraph 28 of this Agreement, OR**
- 432
- 433 2. If the results of any inspection elected in Paragraph 12(C) are unsatisfactory to Buyer, Buyer WILL **present all Report(s) in their entirety to Seller and terminate this Agreement** by written notice to Seller, with all deposit monies returned to Buyer according to the terms of Paragraph 26 of this Agreement, OR
- 434
- 435 3. If the results of any inspection elected in Paragraph 12(C) are unsatisfactory to Buyer, Buyer WILL **present all Report(s) in their entirety to Seller with a Written Corrective Proposal ("Proposal") listing corrections and/or credits desired by Buyer.**
- 436
- 437
- 438
- 439
- 440
- 441

442 The Proposal may, but is not required to, include the name(s) of a properly licensed or qualified professional(s) to perform the corrections requested in the Proposal, provisions for payment, including retests, and a projected date for completion of the corrections. Buyer agrees that Seller will not be held liable for corrections that do not comply with mortgage lender or governmental requirements if performed in a workmanlike manner according to the terms of Buyer's Proposal.

443 a. Following the end of the Contingency Period, Buyer and Seller will have _____ days (5 if not specified) for a Negotiation Period. During the Negotiation Period:

- 444 (1) Seller will acknowledge in writing Seller's agreement to satisfy all the terms of Buyer's Proposal OR
- 445 (2) Buyer and Seller will negotiate another mutually acceptable written agreement, providing for any repairs or improvements to the Property and/or any credit to Buyer at settlement, as acceptable to the mortgage lender, if any.

446 If Seller agrees to satisfy all the terms of Buyer's Proposal, or Buyer and Seller enter into another mutually acceptable

452 **Buyer Initials:** _____ **ASR Page 8 of 14** **Seller Initials:** _____

- 453 written agreement, Buyer accepts the Property and agrees to the RELEASE in Paragraph 28 of this Agreement and the
454 Negotiation Period ends.
455 b. If no mutually acceptable written agreement is reached, or if Seller fails to respond, during the Negotiation Period, within
456 _____ days (2 if not specified) **following the end of the Negotiation Period**, Buyer will:
457 (1) Accept the Property with the information stated in the Report(s) and agree to the RELEASE in Paragraph 28 of this
458 Agreement, OR
459 (2) Terminate this Agreement by written notice to Seller, with all deposit monies returned to Buyer according to the terms
460 of Paragraph 26 of this Agreement.

461 **If Buyer and Seller do not reach a mutually acceptable written agreement, and Buyer does not terminate this Agreement**
462 **by written notice to Seller within the time allotted in Paragraph 13(B)(3)(b), Buyer will accept the Property and agree**
463 **to the RELEASE in Paragraph 28 of this Agreement. Ongoing negotiations do not automatically extend the Negotiation**
464 **Period.**

- 465 (C) If a Report reveals the need to expand or replace the existing individual on-lot sewage disposal system, Seller may, within _____
466 days (25 if not specified) of receiving the Report, submit a Proposal to Buyer. The Proposal will include, but not be limited to,
467 the name of the company to perform the expansion or replacement; provisions for payment, including retests; and a projected
468 completion date for corrective measures. Within 5 DAYS of receiving Seller's Proposal, or **if no Proposal is provided within**
469 **the stated time**, Buyer will notify Seller in writing of Buyer's choice to:
470 1. Agree to the terms of the Proposal, accept the Property and agree to the RELEASE in Paragraph 28 of this Agreement, OR
471 2. Terminate this Agreement by written notice to Seller, with all deposit monies returned to Buyer according to the terms of
472 Paragraph 26 of this Agreement, OR
473 3. Accept the Property and the existing system and agree to the RELEASE in Paragraph 28 of this Agreement. If required by
474 any mortgage lender and/or any governmental authority, Buyer will correct the defects before settlement or within the time
475 required by the mortgage lender and/or governmental authority, at Buyer's sole expense, with permission and access to the
476 Property given by Seller, which may not be unreasonably withheld. If Seller denies Buyer permission and/or access to correct
477 the defects, Buyer may, within 5 DAYS of Seller's denial, terminate this Agreement by written notice to Seller, with all
478 deposit monies returned to Buyer according to the terms of Paragraph 26 of this Agreement.

479 **If Buyer fails to respond** within the time stated in Paragraph 13(C) **or fails to terminate** this Agreement by written notice to
480 Seller within that time, **Buyer will accept the Property** and agree to the RELEASE in Paragraph 28 of this Agreement.

481 14. TITLES, SURVEYS AND COSTS (6-20)

- 482 (A) Within _____ days (7 if not specified) from the Execution Date of this Agreement, Buyer will order from a reputable title company
483 for delivery to Seller a comprehensive title report on the Property. Upon receipt, Buyer will deliver a free copy of the title report
484 to Seller.
485 (B) Buyer is encouraged to obtain an owner's title insurance policy to protect Buyer. An owner's title insurance policy is different
486 from a lender's title insurance policy, which will not protect Buyer from claims and attacks on the title. Owner's title insurance
487 policies come in standard and enhanced versions; **Buyer should consult with a title insurance agent about Buyer's options.**
488 Buyer agrees to release and discharge any and all claims and losses against Broker for Buyer should Buyer neglect to obtain an
489 owner's title insurance policy.
490 (C) Buyer will pay for the following: (1) Title search, title insurance and/or mechanics' lien insurance, or any fee for cancellation;
491 (2) Flood insurance, fire insurance, hazard insurance, mine subsidence insurance, or any fee for cancellation; (3) Appraisal fees
492 and charges paid in advance to mortgage lender; (4) Buyer's customary settlement costs and accruals.
493 (D) Any survey or surveys required by the title insurance company or the abstracting company for preparing an adequate legal descrip-
494 tion of the Property (or the correction thereof) will be obtained and paid for by Seller. Any survey or surveys desired by Buyer or
495 required by the mortgage lender will be obtained and paid for by Buyer.
496 (E) The Property will be conveyed with good and marketable title that is insurable by a reputable title insurance company at the reg-
497 ular rates, free and clear of all liens, encumbrances, and easements, **excepting however** the following: existing deed restrictions;
498 historic preservation restrictions or ordinances; building restrictions; ordinances; easements of roads; easements visible upon the
499 ground; easements of record; and privileges or rights of public service companies, if any.
500 (F) If a change in Seller's financial status affects Seller's ability to convey title to the Property on or before the Settlement Date, or
501 any extension thereof, Seller shall promptly notify Buyer in writing. A change in financial status includes, but is not limited to,
502 Seller filing bankruptcy; filing of a foreclosure lawsuit against the Property; entry of a monetary judgment against Seller; notice
503 of public tax sale affecting the Property; and Seller learning that the sale price of the Property is no longer sufficient to satisfy all
504 liens and encumbrances against the Property.
505 (G) If Seller is unable to give good and marketable title that is insurable by a reputable title insurance company at the regular rates,
506 as specified in Paragraph 14(E), Buyer may terminate this Agreement by written notice to Seller, with all deposit monies returned
507 to Buyer according to the terms of Paragraph 26 of this Agreement, or take such title as Seller can convey. If the title condition
508 precludes Seller from conveying title, Buyer's sole remedy shall be to terminate this Agreement. Upon termination, all deposit
509 monies shall be returned to Buyer according to the terms of Paragraph 26 of this Agreement and Seller will reimburse Buyer for
510 any costs incurred by Buyer for any inspections or certifications obtained according to the terms of this Agreement, and for those
511 items specified in Paragraph 14(C) items (1), (2), (3) and in Paragraph 14(D).
512 (H) Oil, gas, mineral, or other rights of this Property may have been previously conveyed or leased, and Sellers make no representation
513 about the status of those rights unless indicated elsewhere in this Agreement.

514 **Oil, Gas and Mineral Rights Addendum (PAR Form OGM) is attached to and made part of this Agreement.**

515 Buyer Initials: _____

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Seller Initials: _____

516 (I) **COAL NOTICE (Where Applicable)**
517 THIS DOCUMENT MAY NOT SELL, CONVEY, TRANSFER, INCLUDE OR INSURE THE TITLE TO THE COAL AND RIGHTS OF SUPPORT UNDER-
518 NEATH THE SURFACE LAND DESCRIBED OR REFERRED TO HEREIN, AND THE OWNER OR OWNERS OF SUCH COAL MAY HAVE THE COM-
519 PLETE LEGAL RIGHT TO REMOVE ALL SUCH COAL AND IN THAT CONNECTION, DAMAGE MAY RESULT TO THE SURFACE OF THE LAND AND
520 ANY HOUSE, BUILDING OR OTHER STRUCTURE ON OR IN SUCH LAND. (This notice is set forth in the manner provided in Section 1 of
521 the Act of July 17, 1957, P.L. 984.) "Buyer acknowledges that he may not be obtaining the right of protection against subsidence
522 resulting from coal mining operations, and that the property described herein may be protected from damage due to mine subsid-
523 ence by a private contract with the owners of the economic interests in the coal. This acknowledgement is made for the purpose
524 of complying with the provisions of Section 14 of the Bituminous Mine Subsidence and the Land Conservation Act of April 27,
525 1966." Buyer agrees to sign the deed from Seller which deed will contain the aforesaid provision.

526 (J) The Property is not a "recreational cabin" as defined in the Pennsylvania Construction Code Act unless otherwise stated here:
527

528 (K) 1. This property is not subject to a Private Transfer Fee Obligation unless otherwise stated here: _____
529 **Private Transfer Fee Addendum (PAR Form PTF) is attached to and made part of this Agreement.**
530 2. **Notices Regarding Private Transfer Fees:** In Pennsylvania, Private Transfer Fees are defined and regulated in the Private
531 Transfer Fee Obligation Act (Act 1 of 2011; 68 Pa.C.S. §§ 8101, et. seq.), which defines a Private Transfer Fee as "a fee that
532 is payable upon the transfer of an interest in real property, or payable for the right to make or accept the transfer, if the obli-
533 gation to pay the fee or charge runs with title to the property or otherwise binds subsequent owners of property, regardless of
534 whether the fee or charge is a fixed amount or is determined as a percentage of the value of the property, the purchase price or
535 other consideration given for the transfer." A Private Transfer Fee must be properly recorded to be binding, and sellers must
536 disclose the existence of the fees to prospective buyers. Where a Private Transfer Fee is not properly recorded or disclosed,
537 the Act gives certain rights and protections to buyers.

538 **15. NOTICES, ASSESSMENTS AND MUNICIPAL REQUIREMENTS (9-18)**

539 (A) In the event any notices of public and/or private assessments as described in Paragraph 10(F) (excluding assessed value) are
540 received after Seller has signed this Agreement and before settlement, Seller will within 5 DAYS of receiving the notices and/
541 or assessments provide a copy of the notices and/or assessments to Buyer and will notify Buyer in writing that Seller will:
542 1. Fully comply with the notices and/or assessments, at Seller's expense, before settlement. If Seller fully complies with the
543 notices and/or assessments, Buyer accepts the Property and agrees to the RELEASE in Paragraph 28 of this Agreement, OR
544 2. Not comply with the notices and/or assessments. If Seller chooses not to comply with the notices and/or assessments, or **fails**
545 **within the stated time to notify Buyer whether Seller will comply**, Buyer will notify Seller in writing within 5 DAYS
546 that Buyer will:
547 a. Comply with the notices and/or assessments at Buyer's expense, accept the Property, and agree to the RELEASE in
548 Paragraph 28 of this Agreement, OR
549 b. Terminate this Agreement by written notice to Seller, with all deposit monies returned to Buyer according to the terms of
550 Paragraph 26 of this Agreement.

551 **If Buyer fails to respond** within the time stated in Paragraph 15(A)(2) **or fails to terminate** this Agreement by written notice
552 to Seller within that time, **Buyer will accept the Property** and agree to the RELEASE in Paragraph 28 of this Agreement.

553 (B) If required by law, within 30 DAYS from the Execution Date of this Agreement, but in no case later than 15 DAYS prior
554 Settlement Date, Seller will order at Seller's expense a certification from the appropriate municipal department(s) disclosing notice
555 of any uncorrected violations of zoning, housing, building, safety or fire ordinances and/or a certificate permitting occupancy of
556 the Property. If Buyer receives a notice of any required repairs/improvements, Buyer will promptly deliver a copy of the notice to
557 Seller.

558 1. Within 5 DAYS of receiving notice from the municipality that repairs/improvements are required, Seller will deliver a
559 copy of the notice to Buyer and notify Buyer in writing that Seller will:
560 a. Make the required repairs/improvements to the satisfaction of the municipality. If Seller makes the required repairs/
561 improvements, Buyer accepts the Property and agrees to the RELEASE in Paragraph 28 of this Agreement, OR
562 b. Not make the required repairs/improvements. If Seller chooses not to make the required repairs/improvements, Buyer will
563 notify Seller in writing within 5 DAYS that Buyer will:
564 (1) Accept a temporary access certificate or temporary use and occupancy certificate, agree to the RELEASE in Paragraph
565 28 of this Agreement and make the repairs at Buyer's expense after settlement, OR
566 (2) Terminate this Agreement by written notice to Seller, with all deposit monies returned to Buyer according to the terms
567 of Paragraph 26 of this Agreement.

568 **If Buyer fails to respond** within the time stated in Paragraph 15(B)(1)(b) **or fails to terminate** this Agreement by writ-
569 ten notice to Seller within that time, **Buyer will accept the Property** and agree to the RELEASE in Paragraph 28 of this
570 Agreement, and **Buyer accepts the responsibility to perform the repairs/improvements** according to the terms of the
571 notice provided by the municipality.

572 2. If repairs/improvements are required and Seller fails to provide a copy of the notice to Buyer as required in this Paragraph,
573 Seller will perform all repairs/improvements as required by the notice at Seller's expense. **Paragraph 15(B)(2) will survive**
574 **settlement.**

575 **16. CONDOMINIUM/PLANNED COMMUNITY (HOMEOWNER ASSOCIATIONS) NOTICE (9-16)**

576 (A) Property is NOT a Condominium or part of a Planned Community unless checked below.
577 CONDOMINIUM. The Property is a unit of a condominium that is primarily run by a unit owners' association. Section 3407
578 of the Uniform Condominium Act of Pennsylvania requires Seller to furnish Buyer with a Certificate of Resale and copies of
579 the condominium declaration (other than plats and plans), the bylaws and the rules and regulations of the association.

581 PLANNED COMMUNITY (HOMEOWNER ASSOCIATION). The Property is part of a planned community as defined by
582 the Uniform Planned Community Act. Section 5407(a) of the Act requires Seller to furnish Buyer with a copy of the decla-
583 ration (other than plats and plans), the bylaws, the rules and regulations of the association, and a Certificate containing the
584 provisions set forth in Section 5407(a) of the Act.

585 (B) **THE FOLLOWING APPLIES TO INITIAL SALES OF PROPERTIES THAT ARE PART OF A CONDOMINIUM**
586 **OR A PLANNED COMMUNITY:**

587 If this is the first sale of the property after creation of the condominium or planned community (therefore a sale by the Declarant),
588 Seller shall furnish Buyer with a Public Offering Statement no later than the date Buyer executes this Agreement. Buyer may void
589 this Agreement within 15 days (if a condominium) or within 7 days (if part of a planned community) after receipt of the Public
590 Offering Statement or any amendment to the Statement that materially and adversely affects Buyer. Upon Buyer declaring this
591 Agreement void, all deposit monies will be returned to Buyer according to the terms of Paragraph 26 of this Agreement.

592 (C) **THE FOLLOWING APPLIES TO REALES OF PROPERTIES THAT ARE PART OF A CONDOMINIUM OR A**
593 **PLANNED COMMUNITY:**

- 594 1. Within 15 DAYS from the Execution Date of this Agreement, Seller, at Seller's expense, will request from the association
595 a Certificate of Resale and any other documents necessary to enable Seller to comply with the relevant Act. The Act provides
596 that the association is required to provide these documents within 10 days of Seller's request.
- 597 2. Seller will promptly deliver to Buyer all documents received from the association. Under the Act, Seller is not liable to Buyer
598 for the failure of the association to provide the Certificate in a timely manner or for any incorrect information provided by the
599 association in the Certificate.
- 600 3. The Act provides that Buyer may declare this Agreement VOID at any time before Buyer receives the association documents
601 and for 5 days after receipt, OR until settlement, whichever occurs first. Buyer's notice to Seller must be in writing; upon Buyer
602 declaring this Agreement void, all deposit monies will be returned to Buyer according to the terms of Paragraph 26 of this
603 Agreement.
- 604 4. If the association has the right to buy the Property (right of first refusal), and the association exercises that right, Seller will
605 reimburse Buyer for any costs incurred by Buyer for any inspections or certifications obtained according to the terms of the
606 Agreement, and any costs incurred by Buyer for: (1) Title search, title insurance and/or mechanics' lien insurance, or any fee for
607 cancellation; (2) Flood insurance, fire insurance, hazard insurance, mine subsidence insurance, or any fee for cancellation; (3)
608 Appraisal fees and charges paid in advance to mortgage lender.

609 **17. REAL ESTATE TAXES AND ASSESSED VALUE (4-14)**

610 In Pennsylvania, taxing authorities (school districts and municipalities) and property owners may appeal the assessed value of a prop-
611 erty at the time of sale, or at any time thereafter. A successful appeal by a taxing authority may result in a higher assessed value for
612 the property and an increase in property taxes. Also, periodic county-wide property reassessments may change the assessed value of
613 the property and result in a change in property tax.

614 **18. MAINTENANCE AND RISK OF LOSS (1-14)**

615 (A) Seller will maintain the Property (including, but not limited to, structures, grounds, fixtures, appliances, and personal property)
616 specifically listed in this Agreement in its present condition, normal wear and tear excepted.

617 (B) If any part of the Property included in the sale fails before settlement, Seller will:

- 618 1. Repair or replace that part of the Property before settlement, OR
619 2. Provide prompt written notice to Buyer of Seller's decision to:
620 a. Credit Buyer at settlement for the fair market value of the failed part of the Property, as acceptable to the mortgage lender,
621 if any, OR
622 b. Not repair or replace the failed part of the Property, and not credit Buyer at settlement for the fair market value of the failed
623 part of the Property.
- 624 3. If Seller does not repair or replace the failed part of the Property or agree to credit Buyer for its fair market value, **or if Seller fails**
625 **to notify Buyer of Seller's choice**, Buyer will notify Seller in writing within 5 DAYS or before Settlement Date, whichever
626 is earlier, that Buyer will:
627 a. Accept the Property and agree to the RELEASE in Paragraph 28 of this Agreement, OR
628 b. Terminate this Agreement by written notice to Seller, with all deposit monies returned to Buyer according to the terms of
629 Paragraph 26 of this Agreement.

630 **If Buyer fails to respond** within the time stated in Paragraph 18(B)(3) **or fails to terminate** this Agreement by written notice
631 to Seller within that time, **Buyer will accept the Property** and agree to the RELEASE in Paragraph 28 of this Agreement.

632 (C) Seller bears the risk of loss from fire or other casualties until settlement. If any property included in this sale is destroyed and not
633 replaced prior to settlement, Buyer will:

- 634 1. Accept the Property in its then current condition together with the proceeds of any insurance recovery obtainable by Seller, OR
635 2. Terminate this Agreement by written notice to Seller, with all deposit monies returned to Buyer according to the terms of
636 Paragraph 26 of this Agreement.

637 **19. HOME WARRANTIES (1-10)**

638 At or before settlement, either party may purchase a home warranty for the Property from a third-party vendor. Buyer and Seller
639 understand that a home warranty for the Property does not alter any disclosure requirements of Seller, will not cover or warrant any
640 pre-existing defects of the Property, and will not alter, waive or extend any provisions of this Agreement regarding inspections or
641 certifications that Buyer has elected or waived as part of this Agreement. Buyer and Seller understand that a broker who recommends
642 a home warranty may have a business relationship with the home warranty company that provides a financial benefit to the broker.

- 644 **20. RECORDING (9-05)**
645 This Agreement will not be recorded in the Office of the Recorder of Deeds or in any other office or place of public record. If Buyer
646 causes or permits this Agreement to be recorded, Seller may elect to treat such act as a default of this Agreement.
- 647 **21. ASSIGNMENT (1-10)**
648 This Agreement is binding upon the parties, their heirs, personal representatives, guardians and successors, and to the extent assign-
649 able, on the assigns of the parties hereto. Buyer will not transfer or assign this Agreement without the written consent of Seller unless
650 otherwise stated in this Agreement. Assignment of this Agreement may result in additional transfer taxes.
- 651 **22. GOVERNING LAW, VENUE AND PERSONAL JURISDICTION (9-05)**
652 (A) The validity and construction of this Agreement, and the rights and duties of the parties, will be governed in accordance with the
653 laws of the Commonwealth of Pennsylvania.
654 (B) The parties agree that any dispute, controversy or claim arising under or in connection with this Agreement or its performance
655 by either party submitted to a court shall be filed exclusively by and in the state or federal courts sitting in the Commonwealth of
656 Pennsylvania.
- 657 **23. FOREIGN INVESTMENT IN REAL PROPERTY TAX ACT OF 1980 (FIRPTA) (1-17)**
658 The disposition of a U.S. real property interest by a foreign person (the transferor) is subject to the Foreign Investment in Real Property
659 Tax Act of 1980 (FIRPTA) income tax withholding. FIRPTA authorized the United States to tax foreign persons on dispositions of U.S.
660 real property interests. This includes but is not limited to a sale or exchange, liquidation, redemption, gift, transfers, etc. Persons pur-
661 chasing U.S. real property interests (transferee) from foreign persons, certain purchasers' agents, and settlement officers are required
662 to withhold up to 15 percent of the amount realized (special rules for foreign corporations). Withholding is intended to ensure U.S.
663 taxation of gains realized on disposition of such interests. The transferee/Buyer is the withholding agent. If you are the transferee/
664 Buyer you must find out if the transferor is a foreign person as defined by the Act. If the transferor is a foreign person and you fail to
665 withhold, you may be held liable for the tax.
- 666 **24. NOTICE REGARDING CONVICTED SEX OFFENDERS (MEGAN'S LAW) (4-14)**
667 The Pennsylvania General Assembly has passed legislation (often referred to as "Megan's Law," 42 Pa.C.S. § 9791 et seq.) providing
668 for community notification of the presence of certain convicted sex offenders. **Buyers are encouraged to contact the municipal**
669 **police department or the Pennsylvania State Police** for information relating to the presence of sex offenders near a particular prop-
670 erty, or to check the information on the Pennsylvania State Police Web site at www.pameganslaw.state.pa.us.
- 671 **25. REPRESENTATIONS (1-10)**
672 (A) All representations, claims, advertising, promotional activities, brochures or plans of any kind made by Seller, Brokers, their licens-
673 ees, employees, officers or partners are not a part of this Agreement unless expressly incorporated or stated in this Agreement.
674 This Agreement contains the whole agreement between Seller and Buyer, and there are no other terms, obligations, covenants,
675 representations, statements or conditions, oral or otherwise, of any kind whatsoever concerning this sale. This Agreement will not
676 be altered, amended, changed or modified except in writing executed by the parties.
677 (B) Unless otherwise stated in this Agreement, Buyer has inspected the Property (including fixtures and any personal property spec-
678 ifically listed herein) **before signing this Agreement or has waived the right to do so, and agrees to purchase the Property**
679 **IN ITS PRESENT CONDITION**, subject to inspection contingencies elected in this Agreement. Buyer acknowledges that
680 Brokers, their licensees, employees, officers or partners have not made an independent examination or determination of the
681 structural soundness of the Property, the age or condition of the components, environmental conditions, the permitted uses, nor of
682 conditions existing in the locale where the Property is situated; nor have they made a mechanical inspection of any of the systems
683 contained therein.
684 (C) Any repairs required by this Agreement will be completed in a workmanlike manner.
685 (D) Broker(s) have provided or may provide services to assist unrepresented parties in complying with this Agreement.
- 686 **26. DEFAULT, TERMINATION AND RETURN OF DEPOSITS (1-18)**
687 (A) Where Buyer terminates this Agreement pursuant to any right granted by this Agreement, Buyer will be entitled to a return of all
688 deposit monies paid on account of Purchase Price pursuant to the terms of Paragraph 26(B), and this Agreement will be VOID.
689 Termination of this Agreement may occur for other reasons giving rise to claims by Buyer and/or Seller for the deposit monies.
690 (B) Regardless of the apparent entitlement to deposit monies, Pennsylvania law does not allow a Broker holding deposit monies to
691 determine who is entitled to the deposit monies when settlement does not occur. Broker can only release the deposit monies:
692 1. If this Agreement is terminated prior to settlement and there is no dispute over entitlement to the deposit monies. A written
693 agreement signed by both parties is evidence that there is no dispute regarding deposit monies.
694 2. If, after Broker has received deposit monies, Broker receives a written agreement that is signed by Buyer and Seller, directing
695 Broker how to distribute some or all of the deposit monies.
696 3. According to the terms of a final order of court.
697 4. According to the terms of a prior written agreement between Buyer and Seller that directs the Broker how to distribute the
698 deposit monies if there is a dispute between the parties that is not resolved. (See Paragraph 26(C))
699 (C) Buyer and Seller agree that if there is a dispute over the entitlement to deposit monies that is unresolved _____ days (180 if not
700 specified) after the Settlement Date stated in Paragraph 4(A) (or any written extensions thereof) or following termination of the
701 Agreement, whichever is earlier, then the Broker holding the deposit monies will, within 30 days of receipt of Buyer's written
702 request, distribute the deposit monies to Buyer unless the Broker is in receipt of verifiable written notice that the dispute is the subject of
703 litigation or mediation. If Broker has received verifiable written notice of litigation or mediation prior to the receipt of Buyer's request
704 for distribution, Broker will continue to hold the deposit monies until receipt of a written distribution agreement between Buyer and
705 Seller or a final court order. Buyer and Seller are advised to initiate litigation or mediation for any portion of the deposit monies prior to
706 any distribution made by Broker pursuant to this paragraph. Buyer and Seller agree that the distribution of deposit monies based upon
707 the passage of time does not legally determine entitlement to deposit monies, and that the parties maintain their legal rights to pursue
708 litigation even after a distribution is made.

709 **Buyer Initials:** _____

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Seller Initials: _____

- 710 (D) Buyer and Seller agree that a Broker who holds or distributes deposit monies pursuant to the terms of Paragraph 26 or Pennsylvania
711 law will not be liable. Buyer and Seller agree that if any Broker or affiliated licensee is named in litigation regarding deposit
712 monies, the attorneys' fees and costs of the Broker(s) and licensee(s) will be paid by the party naming them in litigation.
- 713 (E) Seller has the option of retaining all sums paid by Buyer, including the deposit monies, should Buyer:
- 714 1. Fail to make any additional payments as specified in Paragraph 2, OR
- 715 2. Furnish false or incomplete information to Seller, Broker(s), or any other party identified in this Agreement concerning Buyer's
716 legal or financial status, OR
- 717 3. Violate or fail to fulfill and perform any other terms or conditions of this Agreement.
- 718 (F) **Unless otherwise checked in Paragraph 26(G)**, Seller may elect to retain those sums paid by Buyer, including deposit monies:
- 719 1. On account of purchase price, OR
- 720 2. As monies to be applied to Seller's damages, OR
- 721 3. As liquidated damages for such default.
- 722 (G) **SELLER IS LIMITED TO RETAINING SUMS PAID BY BUYER, INCLUDING DEPOSIT MONIES, AS LIQUIDATED DAMAGES.**
- 723
- 724 (H) If Seller retains all sums paid by Buyer, including deposit monies, as liquidated damages pursuant to Paragraph 26(F) or (G), Buyer
725 and Seller are released from further liability or obligation and this Agreement is VOID.
- 726 (I) Brokers and licensees are not responsible for unpaid deposits.
- 727 **27. MEDIATION (7-20)**
- 728 Buyer and Seller will submit all disputes or claims that arise from this Agreement, including disputes and claims over deposit monies,
729 to mediation. Mediation will be conducted in accordance with the Rules and Procedures of the Home Sellers/Home Buyers Dispute
730 Resolution System, unless it is not available, in which case Buyer and Seller will mediate according to the terms of the mediation sys-
731 tem offered or endorsed by the local Association of Realtors®. Mediation fees, contained in the mediator's fee schedule, will be divided
732 equally among the parties and will be paid before the mediation conference. Legal proceedings may be initiated prior to the comple-
733 tion of the mediation process to stop any statute of limitations from expiring and for the purpose of indexing a lis pendens by Buyer
734 to prevent the transfer of title to a third party when Buyer is seeking to purchase the Property. The parties agree that all proceedings
735 shall be stayed until the completion of mediation and that a court of competent jurisdiction may award attorneys' fees to the prevailing
736 party should the court find that a party has unreasonably breached this provision or acted in bad faith. Any agreement reached through
737 mediation and signed by the parties will be binding. Any agreement to mediate disputes or claims arising from this Agreement will
738 survive settlement.
- 739 **28. RELEASE (9-05)**
- 740 **Buyer releases, quit claims and forever discharges SELLER, ALL BROKERS, their LICENSEES, EMPLOYEES and any**
741 **OFFICER or PARTNER of any one of them and any other PERSON, FIRM or CORPORATION who may be liable by or**
742 **through them, from any and all claims, losses or demands,** including, but not limited to, personal injury and property damage and
743 all of the consequences thereof, whether known or not, which may arise from the presence of termites or other wood-boring insects,
744 radon, lead-based paint hazards, mold, fungi or indoor air quality, environmental hazards, any defects in the individual on-lot sewage
745 disposal system or deficiencies in the on-site water service system, or any defects or conditions on the Property. Should Seller be in
746 default under the terms of this Agreement or in violation of any Seller disclosure law or regulation, this release does not deprive Buyer
747 of any right to pursue any remedies that may be available under law or equity. This release will survive settlement.
- 748 **29. REAL ESTATE RECOVERY FUND (4-18)**
- 749 A Real Estate Recovery Fund exists to reimburse any persons who have obtained a final civil judgment against a Pennsylvania real
750 estate licensee (or a licensee's affiliates) owing to fraud, misrepresentation, or deceit in a real estate transaction and who have been
751 unable to collect the judgment after exhausting all legal and equitable remedies. For complete details about the Fund, call (717) 783-
752 3658.
- 753 **30. COMMUNICATIONS WITH BUYER AND/OR SELLER (1-10)**
- 754 (A) If Buyer is obtaining mortgage financing, Buyer shall promptly deliver to Broker for Buyer, if any, a copy of all Loan Estimate(s)
755 and Closing Disclosure(s) upon receipt.
- 756 (B) Wherever this Agreement contains a provision that requires or allows communication/delivery to a Buyer, that provision shall be
757 satisfied by communication/delivery to the Broker for Buyer, if any, **except for documents required to be delivered pursuant**
758 **to Paragraph 16.** If there is no Broker for Buyer, those provisions may be satisfied only by communication/delivery being made
759 directly to the Buyer, unless otherwise agreed to by the parties. Wherever this Agreement contains a provision that requires or
760 allows communication/delivery to a Seller, that provision shall be satisfied by communication/delivery to the Broker for Seller, if
761 any. If there is no Broker for Seller, those provisions may be satisfied only by communication/delivery being made directly to the
762 Seller, unless otherwise agreed to by the parties.
- 763 **31. HEADINGS (4-14)**
- 764 The section and paragraph headings in this Agreement are for convenience only and are not intended to indicate all of the matter in the
765 sections which follow them. They shall have no effect whatsoever in determining the rights, obligations or intent of the parties.

766 **Buyer Initials:** _____

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Seller Initials: _____

767 **32. SPECIAL CLAUSES (1-10)**

768 (A) **The following are attached to and made part of this Agreement if checked:**

- 769 Sale & Settlement of Other Property Contingency Addendum (PAR Form SSP)
- 770 Sale & Settlement of Other Property Contingency with Right to Continue Marketing Addendum (PAR Form SSPCM)
- 771 Sale & Settlement of Other Property Contingency with Timed Kickout Addendum (PAR Form SSPTKO)
- 772 Settlement of Other Property Contingency Addendum (PAR Form SOP)
- 773 Appraisal Contingency Addendum (PAR Form ACA)
- 774 Short Sale Addendum (PAR Form SHS)
- 775 _____
- 776 _____
- 777 _____

778 (B) **Additional Terms: At settlement, Buyer and Seller will enter into a lease agreement whereby Buyer will Lease the Property to Seller. At settlement, \$100,000.00 of the purchase price shall be retained and held in escrow by the Buyer, which escrow amount shall be released to Seller upon the termination of the lease, and her vacating the Property. The provisions of this paragraph shall survive settlement.**

782 **Notwithstanding any provision of Paragraph 4, Seller shall not be entitled to reimbursement for any real estate taxes at Settlement.**

794 Buyer and Seller acknowledge receipt of a copy of this Agreement at the time of signing.

795 **This Agreement may be executed in one or more counterparts**, each of which shall be deemed to be an original and which counterparts together shall constitute one and the same Agreement of the Parties.

797 **NOTICE TO PARTIES: WHEN SIGNED, THIS AGREEMENT IS A BINDING CONTRACT.** Parties to this transaction are advised to consult a Pennsylvania real estate attorney before signing if they desire legal advice.

799 Return of this Agreement, and any addenda and amendments, including **return by electronic transmission**, bearing the signatures of all parties, constitutes acceptance by the parties.

801 _____ Buyer has received the Consumer Notice as adopted by the State Real Estate Commission at 49 Pa. Code §35.336.

802 _____ Buyer has received a statement of Buyer's estimated closing costs before signing this Agreement.

803 _____ Buyer has received the Deposit Money Notice (for cooperative sales when Broker for Seller is holding deposit money) before signing this Agreement.

805 _____ Buyer has received the Lead-Based Paint Hazards Disclosure, which is attached to this Agreement of Sale. Buyer has received the pamphlet Protect Your Family from Lead in Your Home (for properties built prior to 1978).

807 **BUYER** _____ **DATE** _____
Nancy K. Lattanzi

808 **BUYER** _____ **DATE** _____

809 **BUYER** _____ **DATE** _____

810 Seller has received the Consumer Notice as adopted by the State Real Estate Commission at 49 Pa. Code §35.336.

811 Seller has received a statement of Seller's estimated closing costs before signing this Agreement.

812 **SELLER** _____ **DATE** _____
Hatfield Township

813 **SELLER** _____ **DATE** _____

814 **SELLER** _____ **DATE** _____

RESIDENTIAL LEASE

RL

This form recommended and approved for, but not restricted to use by, the members of the Pennsylvania Association of Realtors® (PAR).

PARTIES
TENANT(S): Nancy K. Lattanzi
LANDLORD(S): Hatfield Township
TENANT'S MAILING ADDRESS: 1285 Moyer Road, Hatfield, PA 19440
LANDLORD'S MAILING ADDRESS: 1950 School Road, Hatfield, PA 19440

PROPERTY
Property Address 1285 Moyer Road
in the municipality of Hatfield Township, County of Montgomery, in the School District of North Penn, in the Commonwealth of Pennsylvania.

TENANT'S RELATIONSHIP WITH PA LICENSED BROKER
[X] No Business Relationship (Tenant is not represented by a broker)
Broker (Company)
Company License #
Company Address
Company Phone
Company Fax
Broker is:
[] Tenant Agent (Broker represents Tenant only)
[] Dual Agent (See Dual and/or Designated Agent box below)
Licensee(s) (Name)
State License #
Direct Phone(s)
Cell Phone(s)
Fax
Email
Licensee(s) is:
[] Tenant Agent (all company licensees represent Tenant)
[] Tenant Agent with Designated Agency (only licensee(s) named above represent Tenant)
[] Dual Agent (See Dual and/or Designated Agent box below)
[] Transaction Licensee (Broker and Licensee(s) provide real estate services but do not represent Tenant)

LANDLORD'S RELATIONSHIP WITH PA LICENSED BROKER
[X] No Business Relationship (Landlord is not represented by a broker)
Broker (Company)
Company License #
Company Address
Company Phone
Company Fax
Broker is:
[] Landlord Agent (Broker represents Landlord only)
[] Dual Agent (See Dual and/or Designated Agent box below)
Licensee(s) (Name)
State License #
Direct Phone(s)
Cell Phone(s)
Fax
Email
Licensee(s) is:
[] Landlord Agent (all company licensees represent Landlord)
[] Landlord Agent with Designated Agency (only licensee(s) named above represent Landlord)
[] Dual Agent (See Dual and/or Designated Agent box below)
[] Transaction Licensee (Broker and Licensee(s) provide real estate services but do not represent Landlord)

DUAL AND/OR DESIGNATED AGENCY
A Broker is a Dual Agent when a Broker represents both Tenant and Landlord in the same transaction. A Licensee is a Dual Agent when a Licensee represents Tenant and Landlord in the same transaction. All of Broker's licensees are also Dual Agents UNLESS there are separate Designated Agents for Tenant and Landlord. If the same Licensee is designated for Tenant and Landlord, the Licensee is a Dual Agent.
By signing this Agreement, Tenant and Landlord each acknowledge having been previously informed of, and consented to, dual agency, if applicable.

Tenant initials: ___/___/___ RL Page 1 of 7 Landlord Initials: ___/___/___

THIS FORM SHOULD NOT BE USED FOR THE LEASE OF A MANUFACTURED HOME



Pennsylvania Association of Realtors®

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1 **1. LEASE DATE AND RESPONSIBILITIES**
2 This Lease for the Property, dated _____, is between the Landlord and Tenant. Each Tenant is individu-
3 ally responsible for all of the obligations of this Lease, including Rent, fees, damages and other costs.

4 **2. CO-SIGNERS**
5 Co-signers: _____
6 _____

7 Each Co-signer is individually responsible for all obligations of this Lease, including Rent, late fees, damages and other costs. Co-
8 signers do not have the right to occupy the Property as a tenant without the Landlord's prior written permission.

9 **3. PROPERTY CONTACT INFORMATION**
10 **Rental Payments** (see Paragraph 7(H) for additional information)
11 Payable to: **Hatfield Township** Phone: **(215)855-0900**
12 Address: **1950 School Road, Hatfield, PA 19440**

13 **Maintenance Requests**
14 Contact: **Same as above** Phone: _____
15 Address: _____
16 Email: _____ Website: _____

17 **Emergency Maintenance Contact**
18 Contact: **Same as above** Phone: _____
19 Email: _____ Website: _____

20 **4. STARTING AND ENDING DATES OF LEASE** (also called "Term")
21 (A) **Starting Date:** _____, at 12 a.m. p.m.
22 (B) **Ending Date:** _____, at 12 a.m. p.m.
23 (C) Tenant is required to vacate the Property on the Ending Date unless the parties have entered into a Renewal Term as described in
24 Paragraph 5.

25 **5. RENEWAL TERM**
26 Unless checked below, this Lease will AUTOMATICALLY RENEW for a Renewal Term of month-to-month (month-to-month
27 if not specified) at the Ending Date of this Lease or at the end of any Renewal Term unless proper notice is given. Proper notice re-
28 quires Tenant or Landlord to give at least 30 days (30 if not specified) written notice before Ending Date or before the end of any
29 Renewal Term. Any renewal will be according to the terms of this Lease or any written changes to it.
30 This Lease will TERMINATE on the Ending Date unless extended in writing.

31 **6. SECURITY DEPOSIT**
32 (A) The Security Deposit will be held in escrow by Landlord, unless otherwise stated here _____
33 at (financial institution): _____
34 Financial institution Address: _____

35 (B) When Tenant moves from the Property, Tenant will return all keys and give Landlord written notice of Tenant's new mailing address
36 where Landlord can return the Security Deposit. If Tenant fails to do this, Landlord will not have to provide the list of damages and
37 the remaining security deposit to Tenant as stated in subparagraph (C), below and in the Pennsylvania Landlord and Tenant Act.

38 (C) Within 30 Days after Tenant moves from the Property, Landlord will give Tenant a written list of any damage to the Property for
39 which the Landlord claims Tenant is responsible. Any remaining Security Deposit will be returned to Tenant within 30 days after
40 Tenant moves from the Property. **TENANT IS ADVISED THAT FAILURE TO PROVIDE LANDLORD WITH A FOR-**
41 **WARDING ADDRESS MAY CAUSE TENANT TO LOSE SOME RIGHTS.**

42 (D) Landlord may deduct repair costs and any unpaid Rent and Additional Rent from Tenant's Security Deposit. Tenant may be respon-
43 sible for any unpaid expenses remaining after Landlord deducts costs from the security deposit.

44 **7. RENT**
45 (A) Rent is due in advance, without demand, on or before the _____ day of each month (Due Date).
46 (B) The amount of Total Rent due during the Term is: \$ 0.00
47 (C) The Rent due each month is: \$ _____
48 (D) If Rent is more than _____ days (5 if not specified) late (Grace Period), Tenant pays a Late Charge of: \$ _____
49 (E) All other payments due from Tenant to Landlord, including Late Charges or utility charges, are considered to be Additional Rent.
50 Failure to pay this Additional Rent is a breach of the Lease in the same way as failing to pay the regular Rent.
51 (F) Tenant agrees that all payments will be applied against outstanding Additional Rent that is due before they will be applied against
52 the current Rent due. When there is no outstanding Additional Rent, prepayment will be applied to the month's Rent that would be
53 due next.
54 (G) Tenant will pay a fee of \$ _____ for any payment that is returned or declined by any financial institution
55 for any reason. If payment is returned or declined, the Grace Period does not apply and the Late Charges will be calculated from
56 the Due Date. Any Late Charges will continue to apply until a valid payment is received.

57 Tenant initials: _____ / _____

Landlord Initials: _____ / _____

- 58 (H) Landlord will accept the following methods of payment: (Cash) (Money Order) (Personal Check)
 59 (Credit Cards) _____ (Cashier's Check) (Other: _____)
 60 Landlord can change the acceptable methods of payment if a method fails (check bounces, credit card is declined, etc.).
 61 (I) The first \$ _____ of Rent due will be made payable to _____ (Broker
 62 for Landlord, if not specified). The Security Deposit will be made payable to Landlord, or Landlord's representative.
 63 (J) The Security Deposit may not be used to pay Rent during the Term or Renewal Term of this Lease.

64 **8. PAYMENT SCHEDULE**

	Due Date	Paid	Due
66 (A) Security Deposit: n/a	_____	\$ _____	\$ _____
67 (B) First month's Rent: n/a	_____	\$ _____	\$ _____
68 (C) Other: _____	_____	\$ _____	\$ _____
69 (D) Other: _____	_____	\$ _____	\$ _____
70 (E) Other: _____	_____	\$ _____	\$ _____
71 Total Rent and security deposit received to date:		\$ _____	
72 Total amount due			\$ _____

73 **9. USE OF PROPERTY AND AUTHORIZED OCCUPANTS**

- 74 (A) Tenant will use the Property as a residence ONLY.
 75 (B) Not more than 2 people will live at the Property. List all other occupants who are not listed as Tenants in this Lease:
 76 Name _____ 18 or older Name _____ 18 or older
 77 Name _____ 18 or older Name _____ 18 or older
 78 Guide or support animals: Type _____ Breed _____ Name _____
 79 **Additional information is attached**

80 **10. POSSESSION**

- 81 (A) Tenant may move in (take possession of the Property) on the Starting Date of this Lease.
 82 (B) If Tenant cannot move in within _____ days (0 if not specified) after Starting Date because the previous tenant is still there or be-
 83 cause of property damage which makes the Property unsafe, unsanitary, or unfit for human habitation, Tenant's exclusive rights are
 84 to:
 85 1. Change the Starting Date of the Lease to the day when Property is available. Tenant will not owe or be charged Rent until
 86 the Property is available; OR
 87 2. End the Lease and have all money already paid as Rent, Additional Rent or Security Deposit returned, with no further liability
 88 on the part of Landlord or Tenant.

89 **11. LANDLORD'S RIGHT TO ENTER**

- 90 (A) Tenant agrees that Landlord or Landlord's representatives may enter the Property at reasonable hours to inspect, repair, or show the
 91 Property. Tenant does not have to allow possible tenants or other licensees to enter unless they are with Landlord or Landlord's rep-
 92 resentative, or they have written permission from the Landlord.
 93 (B) When possible, Landlord will give Tenant 24 hours (24 if not specified) notice of the date, time, and reason for the visit.
 94 (C) In emergencies, Landlord may enter the Property without notice. If Tenant is not present, Landlord will notify Tenant who was there
 95 and why within 24 hours (24 if not specified) of the visit. Showing the property is not considered an emergency.
 96 (D) Landlord may put up For Sale or For Rent signs, use lock boxes, and take pictures and video on, in, or near the Property.

97 **12. RULES AND REGULATIONS**

- 98 (A) Rules and Regulations for use of the Property and common areas are attached.
 99 Homeowners Association or Condominium rules and regulations for the Property are attached.
 100 (B) Any violation of the Rules and Regulations is a breach of this Lease.
 101 (C) Landlord may create or modify the Rules and Regulations if the change benefits the Tenant, is intended to protect the condition or
 102 value of the Property, or improves the health, safety, or welfare of others. Landlord agrees to provide all changes to Tenant in writing.
 103 (D) Tenant is responsible for Tenant's family and guests obeying the Rules and Regulations and all laws.
 104 (E) If any fine is imposed on Landlord by the municipality or any other governing body because of the actions of Tenant, or Tenant's
 105 family or guests, Tenant will reimburse Landlord or pay the fine. Any unpaid fines will be considered Additional Rent.

106 **13. PETS**

- 107 Tenant will not keep or allow any pets on any part of the Property, unless checked below. Guide and support animals are not pets.
 108 Tenant may keep pets with Landlord's written permission according to the terms of the attached Pet Addendum and/or Rules and
 109 Regulations.

110 **14. CONDITION OF PROPERTY AT MOVE IN**

111 Tenant has inspected the Property and agrees to accept the Property "as-is," except for the following: _____
 112 _____
 113 _____

115 **15. APPLIANCES INCLUDED**
 116 (Range/Oven) (Cooktop) (Refrigerator) (Dishwasher) (Washer) (Dryer) (Garbage Disposal)
 117 (Microwave) (Air Conditioning Units -Number: _____) (Other _____)
 118 Landlord is responsible for repairs to appliances listed above unless otherwise stated here: **Tenant shall be responsible for the maintenance**
 119 **and repair of all appliances.**
 120 _____
 121 _____

122 **16. UTILITIES AND SERVICES**
 123 Landlord and Tenant agree to be responsible for the following utilities and services provided for the Property as marked below, including
 124 connection and payment of fees and charges. **If a service is not marked as being the responsibility of Landlord, it is the responsibility**
 125 **of Tenant to pay for that service.** Landlord is not responsible for loss of service if interrupted by circumstances beyond Landlord's
 126 control. Tenant will notify Landlord if Tenant receives any notices from utility companies of a pending termination of service.

Landlord	Tenant		Landlord	Tenant	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cooking Gas/Fuel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Air Conditioning
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Electricity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Air Conditioning Maintenance
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cable/Satellite Television	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Heat _____ (type)
<input type="checkbox"/>	<input type="checkbox"/>	Condominium/Homeowners Association Fee	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hot Water _____ (type)
<input type="checkbox"/>	<input type="checkbox"/>	Parking Fee	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cold Water
<input type="checkbox"/>	<input type="checkbox"/>	Maintenance of Common Areas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pest/Rodent Control
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Trash Removal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bed Bugs Remediation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Recycling Removal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Snow/Ice Removal
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sewage Fees _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Telephone Service
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sewer Maintenance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lawn and Shrubbery Care
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Heater Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____

140 Comments: **Tenant shall be responsible for all utilities.**
 141 _____

142 **17. TENANT'S CARE OF PROPERTY**
 143 (A) Tenant will:
 144 1. Keep the Property clean and safe.
 145 2. Dispose of all trash, garbage and any other waste materials as required by Landlord and the law.
 146 3. Use care when using any of the electrical, plumbing, heating, ventilation or other facilities or appliances on the Property, including
 147 any elevators.
 148 4. Notify Landlord immediately of any repairs needed and of any potentially harmful health or environmental conditions.
 149 5. Obey all federal, state, and local laws that relate to the Property.
 150 6. Clean up after pets and guide and support animals on the Property, including common areas.
 151 (B) Tenant will not:
 152 1. Keep any flammable, hazardous or explosive materials on the Property, with the exception of common household goods intended
 153 for lawful use.
 154 2. Destroy, damage or deface any part of the Property or common areas.
 155 3. Disturb the peace and quiet of other tenants or neighbors.
 156 4. Cancel or close utility accounts paid by Tenant during the term of the Lease, without the written permission of Landlord.
 157 5. Make changes to the Property, such as painting or remodeling, without the written permission of Landlord. Tenant agrees that
 158 any changes or improvements made will belong to Landlord.
 159 6. Perform any maintenance or repairs on the Property unless otherwise stated in the Rules and Regulations, if any.
 160 (C) Tenant will have breached this Lease and will be responsible for damages if Tenant does not comply with any requirements listed in
 161 (A) or (B), above.
 162 (D) **Tenant is responsible to pay the costs for repairing any damage that is the fault of Tenant, Tenant's family, guests, and/or**
 163 **guide and support animals.**

164 **18. DETECTORS AND FIRE PROTECTION SYSTEMS**
 165 (A) Landlord has installed (Smoke Detectors) (Carbon Monoxide Detectors) (fire extinguishers) in the Property. Tenant will
 166 maintain and regularly test detectors to be sure they are in working order, and will replace detector batteries as needed.
 167 (B) Tenant will immediately notify Landlord, maintenance or emergency contact (See Paragraph 3) of any broken or malfunctioning
 168 detectors.
 169 (C) Failure to properly maintain detectors, replace detector batteries or notify Landlord, maintenance or emergency contact (See Para-
 170 graph 3) of any broke normal functioning detectors is a breach of this Lease.
 171 (D) Landlord may provide additional fire protection systems for the benefit of Tenant. Responsibility for maintaining these systems is
 172 stated in the Rules and Regulations, if any.
 173 (E) Tenant will pay for damage to the Property if Tenant fails to maintain or misuses detectors or other fire protection systems.

174 Tenant initials: _____ / _____ RL Page 4 of 7 Landlord Initials: _____ / _____

- 175 **19. DESTRUCTION OF PROPERTY**
- 176 (A) Tenant will notify Landlord, maintenance or emergency contact (See Paragraph 3) immediately if the Property is severely damaged
- 177 or destroyed by fire or by any other cause. Tenant will immediately notify Landlord, maintenance or emergency contact (See Para-
- 178 graph3) of any condition in the Property that could severely damage or destroy the Property.
- 179 (B) If Tenant, their family or guests cause damage by fire or by other means, this Lease will remain in effect and Tenant will continue
- 180 to pay rent, even if Tenant cannot occupy the Property.
- 181 (C) If the Property is severely damaged or destroyed for any reason that is not the fault of Tenant:
- 182 1. Tenant may continue to live on the livable part of the Property and pay a reduced rent as agreed to by Tenant and Landlord until
- 183 the damage is repaired, OR
- 184 2. If the law does not allow Tenant to live on the Property, this Lease is ended.
- 185 **20. INSURANCE AND RELEASE**
- 186 (A) Tenant understands that Landlord's insurance does not cover Tenant, Tenant's personal property, or Tenant's guests. Tenant is advised to
- 187 obtain personal property and liability insurance to protect Tenant, Tenant's personal property, and Tenant's guests who may be injured
- 188 while on the Property.
- 189 **IF CHECKED**, Tenant must have insurance policies providing at least \$ _____ personal property insurance
- 190 and \$ _____ liability insurance to protect Tenant, Tenant's personal property and Tenant's guests who may
- 191 be injured while on the Property. Tenant must maintain this insurance through the entire Term and any Renewal Term. Tenant
- 192 will provide proof of insurance upon request. Tenant will notify Landlord within 10 days of changes to or cancellation of these
- 193 policies.
- 194 (B) Landlord is not legally responsible for any injury or damage to Tenant, Tenant's family, or Tenant's guests that occurs on the Property.
- 195 (C) Tenant is responsible for any loss to Landlord caused by Tenant, Tenant's family or Tenant's guests, including reasonable attorney's
- 196 fees associated with that loss, if awarded by a court.
- 197 **21. HOLDOVER TENANTS**
- 198 If Tenant occupies the Property after the Ending Date or end of any Renewal Term, Tenant will be considered a holdover tenant and will
- 199 be causing Landlord financial harm ("damages"). These damages will be equal to the monthly Rent plus 10 %, prorated on a daily
- 200 basis, plus any additional financial costs, including but not limited to eviction costs and reasonable attorney's fees that may be awarded
- 201 by a court, incurred as a result of the tenant holding over. These damages are separate from and in addition to Landlord's right to seek
- 202 reimbursement for any physical destruction to the Property caused by Tenant, Tenant's family, or Tenant's guests.
- 203 **22. TENANT ENDING LEASE EARLY**
- 204 Tenant may **not** end this Lease before the Ending Date of the Lease or any Renewal Term unless otherwise agreed to by the parties in
- 205 writing.
- 206 **23. ABANDONMENT OF PERSONAL PROPERTY**
- 207 (A) When the Term, or any Renewal Term, ends, Tenant must remove all of Tenant's personal property from the Property. Any of Tenant's
- 208 remaining personal property may be considered abandoned if any of the following apply:
- 209 1. Tenant has vacated the Property after termination of the Lease;
- 210 2. An eviction order or order for possession has been entered in favor of Landlord, and Tenant has vacated the Property and removed
- 211 almost all of Tenant's personal property;
- 212 3. An eviction order or order for possession has been entered in favor of Landlord;
- 213 4. Tenant has vacated the Property, removed almost all of Tenant's personal property and provided Landlord with written notice of
- 214 a forwarding address; OR
- 215 5. Tenant has vacated the Property without showing an intent to return, Rent is more than 15 days past due and Landlord has posted
- 216 notice regarding Tenant's rights to Tenant's personal property.
- 217 (B) Before Landlord may remove or dispose of Tenant's personal property, Landlord must provide written notice to Tenant. Tenant will
- 218 have ten days from the date the notice was post marked to:
- 219 1. Retrieve Tenant's personal property, OR
- 220 2. Request that Tenant's personal property be stored for up to 30 days. If Tenant requests that Tenant's personal property be stored
- 221 by Landlord, Tenant understands and agrees that storage will be provided at a location chosen by Landlord, and that Tenant will
- 222 be responsible for storage costs.
- 223 (C) If Tenant dies and leaves personal property in the Property, then this paragraph does not apply. See Paragraph 28, below.
- 224 **24. LANDLORD REMEDIES IF TENANT BREACHES LEASE**
- 225 (A) If Tenant breaches Lease for any reason, Landlord's remedies may include any or all of the following:
- 226 1. Taking possession of the Property by going to court to evict Tenant.
- 227 2. Filing a lawsuit against Tenant for Rent, damages and Additional Rent, and for Rent and Additional Rent for the rest of the Term
- 228 or any Renewal Period. If Landlord wins (gets a money judgment against Tenant), Landlord may use the court process to garnish
- 229 Tenant's wages and take Tenant's personal assets, such as goods, furniture, motor vehicles and money in bank accounts.
- 230 3. Keeping Tenant's Security Deposit to be applied against unpaid Rent or damages, or both.
- 231 4. Tenant paying for Landlord's reasonable attorney's fees and costs, if awarded by a court.
- 232 (B) **IF TENANT BREACHES THIS LEASE FOR ANY REASON, TENANT UNDERSTANDS AND AGREES THAT TENANT**

233 Tenant initials: _____ / _____

RL Page 5 of 7

Landlord Initials: _____ / _____

234 HAS WAIVED OR GIVEN UP TENANT'S RIGHT TO A NOTICE TO MOVE OUT UNLESS A DIFFERENT PERIOD
235 FOR PROVIDING NOTICE IS REQUIRED BY LOCAL ORDINANCE OR IS STATED HERE: _____
236

237 **25. TRANSFER AND SUBLEASING**

- 238 (A) Landlord may transfer this Lease to another landlord. Tenant agrees that this Lease and any written changes to it remains the same
239 with the new Landlord.
240 (B) Tenant may not transfer this Lease or sublease (rent to another person) the Property or any part of the Property without Landlord's
241 written permission.

242 **26. SALE OF PROPERTY**

- 243 (A) If Property is sold, Landlord will give Tenant in writing:
244 1. Notice that the Security Deposit and/or prepaid Rent has been transferred to the new landlord.
245 2. The name, address and phone number of the new landlord and where Rent is to be paid, if known.
246 (B) Tenant agrees that Landlord may transfer Tenant's Security Deposit and advanced Rent to the new landlord.
247 (C) Landlord's responsibilities to Tenant under this Lease end after the Property has been sold and the Lease transferred to a new landlord.

248 **27. IF GOVERNMENT TAKES PROPERTY**

- 249 (A) The government or other public authority can take private property for public use. The taking is called condemnation.
250 (B) If any part of the Property is taken by the government, Landlord will reduce Tenant's Rent proportionately. If all the Property is
251 taken or is no longer usable, this Lease will end, Tenant will move out and Landlord will return to Tenant any unused Security
252 Deposit or prepaid Rent.
253 (C) No money paid to Landlord for the condemnation of the Property will belong to Tenant.

254 **28. DEATH OF TENANT DURING LEASE TERM**

- 255 (A) If Tenant dies during the Term, or any Renewal Term, of this Lease and Tenant's personal property remains in the Property, the per-
256 sonal property will not be considered abandoned as defined in the Landlord and Tenant Act. When a tenant dies and leaves behind
257 personal property, the treatment of that personal property is governed by Title 20 of the Pennsylvania Consolidated Statutes relating
258 to decedents, estates and fiduciaries.
259 (B) If Tenant dies during the Term, or any Renewal Term, of this Lease and Tenant is the sole tenant of the Property, Tenant's represen-
260 tative may terminate this Lease upon 14 days written notice to Landlord. When Tenant's representative terminates this Lease pursuant
261 to this Paragraph, the date of termination will be the last day of the second calendar month that follows the calendar month in which
262 Tenant died or upon surrender of the rental unit and removal of all of Tenant's personal property, whichever occurs later.
263 (C) Tenant's estate will be required to pay Rent, Additional Rent and any other sums due to Landlord, including expenses that Landlord
264 may incur as a direct result of Tenant's death. Tenant's estate is not required to pay any penalty, and is not liable for any damages,
265 to landlord for breach of contractor early termination of the Lease.

266 **29. TENANTS' RIGHTS**

- 267 (A) Landlord cannot increase rents, decrease services, or threaten to go to court to evict Tenant because Tenant: (1) complains to a gov-
268 ernment agency or to Landlord about a building or housing code violation; (2) organizes or joins a tenant's organization; or (3) uses
269 Tenant's legal rights in a lawful manner.
270 (B) Landlord or property owner may have a mortgage on the Property. The rights of the mortgage lender come before the rights of the
271 Tenant. For example, if Landlord fails to make mortgage payments, the mortgage lender could take the Property and end this Lease.
272 Landlord will notify Tenant immediately if the property owner or Landlord receive a notice of foreclosure.

273 **TENANT MAY BE WAIVING OR GIVING UP TENANT'S RIGHTS. TENANT UNDERSTANDS THAT IF THERE IS A**
274 **FORECLOSURE, THE NEW OWNER MAY HAVE THE RIGHT TO END THIS LEASE.**

275 **30. LEAD-BASED PAINT HAZARD DISCLOSURES FOR PROPERTY BUILT BEFORE 1978**

- 276 Property was built in or after 1978. No Lead-Based Paint Hazards Disclosure is required.
277 Property was built before 1978. **Before signing this Lease, Tenant must receive a separate Lead-Based Paint Hazards Disclosure**
278 **disclosing the presence of lead-based paint and lead-based paint hazards on the Property, such as PAR form LPDR, and a federally**
279 **approved pamphlet on lead poisoning prevention.**

280 **31. PENNSYLVANIA PLAIN LANGUAGE CONSUMER CONTRACT ACT**

281 The Office of Attorney General has not pre-approved any special conditions or additional terms added by any parties. Any special con-
282 ditions or additional terms must comply with the Pennsylvania Plain Language Consumer Contract Act.

283 **32. CAPTIONS**

284 The headings in this Lease are meant only to make it easier to find the paragraphs.

285 **33. ENTIRE AGREEMENT**

286 This Lease is the entire agreement between Landlord and Tenant. No spoken or written agreements made before signing this Lease are
287 a part of this Lease unless they are included in this Lease in writing. No waivers or modifications of this Lease during the Term of this
288 Lease are valid unless in writing signed by both Landlord and Tenant, including modifications made to the Rules and Regulations under
289 Paragraph 12.

290 Tenant initials: _____ / _____

RL Page 6 of 7

Landlord Initials: _____ / _____

291 34. SPECIAL CLAUSES

292 (A) The following are part of this Lease if checked:

- 293 Change of Lease Terms Addendum (PAR Form CLT)
- 294 Pet Addendum (PAR Form PET)
- 295 Residential Lead-Based Paint Hazards Disclosure Form for rentals (PAR form LPDR)
- 296
- 297

298 (B) Additional Terms: Tenant shall be responsible for all maintenance and upkeep of the Property. Tenant shall be responsible for
299 the payment of all utilities associated with the Property. Tenant shall be responsible for the payment of all real estate taxes for
300 the Property.

301
302 Landlord purchased the Property from Tenant. At settlement, the Landlord retained the amount of \$100,000.00 of the
303 purchase price, to be held in escrow by Landlord. Upon the termination of this Lease, and upon the Tenant's vacating the
304 Property, Landlord shall release to Tenant the escrow amount which was retained at settlement.
305
306
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314 NOTICE BEFORE SIGNING: If Tenant or Landlord has legal questions, Tenant or Landlord is advised to consult an attorney.
315 If a real estate licensee is involved in the transaction on behalf of either party, by signing below, Landlord and Tenant acknowl-
316 edge receipt of the Consumer Notice as adopted by the State Real Estate Commission at 49 Pa. Code §35.336 and/or §35.337.

317 By signing below, Landlord and Tenant acknowledge that they have read and understand the notices and explanatory information set
318 forth in this Lease.

319 A property manager may be acting as an agent for Landlord and may execute this Lease on the Landlord's behalf.

320	TENANT <u>Nancy K. Lattanzi</u>	DATE _____
321	TENANT _____	DATE _____
322	TENANT _____	DATE _____
323	CO-SIGNER _____	DATE _____
324	CO-SIGNER _____	DATE _____
325	CO-SIGNER _____	DATE _____
326	LANDLORD <u>Hatfield Township</u>	DATE _____
327	LANDLORD _____	DATE _____
328	EXECUTED ON BEHALF OF LANDLORD BY AUTHORIZED BROKER/ASSOCIATE BROKER	
329	_____	DATE _____

330 LANDLORD TRANSFERS LEASE TO A NEW LANDLORD

331 As part of payment received by Landlord, _____ (current Landlord) now transfers to
332 _____ (new landlord) his heirs and estate, this Lease and the right to receive the Rents and
333 other benefits.

334	CURRENT LANDLORD _____	DATE _____
335	CURRENT LANDLORD _____	DATE _____
336	NEW LANDLORD _____	DATE _____
337	NEW LANDLORD _____	DATE _____

Application for Traffic Signal Approval



Please Type or Print all information in Blue or Black Ink

County : _____
Engineering District : _____
Department Tracking # : _____
Initial Submission Date : _____

A - Applicant's (Municipal) Contact Information

Municipal Contact's Name : Aaron Bibro **Title :** Township Manager
Municipal Name : Hatfield Township
Municipal Address : 1950 School Road, Hatfield, PA 19440
Municipal Phone Number : 215-855-0900 **Alternative Phone Number :** _____
E-mail Address : abibro@hatfield.org
Municipal Hours of Operation : Mon, Tues, Thurs - 8:00 AM to 4:30 PM/Wed - 8:00 AM to 6:00 PM/Fri - 8:00 AM to 3:00PM

B - Application Description

Location (intersection) : Forty Foot Road (SR 00463) & Clemens Road
Traffic Control Device is : NEW Traffic Signal EXISTING Traffic Signal **(Permit Number) :** 64-2486
Type of Device (select one) Traffic Control Signal (MUTCD Section 4D, 4E, 4G) Flashing Beacon (MUTCD Section 4L) School Warning System (MUTCD Section 7B)
 Other : _____
Is Traffic Signal part of a system? : YES NO **System Number (if applicable) :** _____
If YES, provide locations of all signalized intersections in system.

Explain the proposed improvements :
Add 4th leg to intersection, widen east side of SR 0463, modify pavement markings on N and S legs, add paved trail/sidewalk to east side of intersection, add left turn lane to SB approach, new mast arms on NW/NE/SE corners, add fisheye video detection, add pedestrian facilities for crossing N and E legs, realign pedestrian crossing on S leg, upgrade push buttons to APS, and retiming.

Associated with Highway Occupancy Permit (HOP)? : YES NO **If YES, HOP Application # :** 203673

C - Maintenance and Operation Information

Maintenance and Operations are typically performed by? :
 Municipal Personnel Municipal Contractor Municipal Personnel & Contractor
 Other : _____
Maintenance and Operations Contact Name : _____ **Company/Organization :** _____
Phone # : _____ **Alternative Phone # :** _____ **E-mail :** _____

D - Attachments Listing

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Municipal Resolution (required) | <input type="checkbox"/> Location Map | <input type="checkbox"/> Traffic Volumes / Pedestrian Volumes |
| <input type="checkbox"/> Letter of Financial Commitment | <input type="checkbox"/> Photographs | <input type="checkbox"/> Turn Lane Analysis |
| <input type="checkbox"/> Traffic Signal Permit | <input type="checkbox"/> Straight Line Diagram | <input type="checkbox"/> Turn Restriction Studies |
| <input type="checkbox"/> Warrant Analysis | <input type="checkbox"/> Capacity Analysis | <input type="checkbox"/> Other : _____ |
| <input type="checkbox"/> Crash Analysis | <input type="checkbox"/> Traffic Impact Study (TIS) | |
| <input type="checkbox"/> Traffic Signal Study | <input type="checkbox"/> Condition Diagram | |

Application for Traffic Signal Approval



Please Type or Print all information in Blue or Black Ink

County : _____

Engineering District : _____

Department Tracking # : _____

Initial Submission Date : _____

E - Applicant (Municipal) Certification

The applicant desires to own, operate, and maintain the traffic control device in the location indicated above; and the Vehicle Code requires the approval of the Department of Transportation ("Department") before any traffic signals may be legally erected or modified. A signed Application for Traffic Signal Approval (TE-160) must be submitted in conformance with the instructions provided by the Department, and a Traffic Signal Permit must be issued, before any work can begin.

If the Department approves a traffic signal after a traffic engineering study and engineering judgment indicates the need, the traffic signal shall be installed, owned, operated, and maintained within the parameters indicated in the Vehicle Code and the Department's regulations relating to traffic signs, signals, and markings. The Department may direct appropriate alterations to the design or operation (including, but not limited to, hours of operation) of the traffic signal, or require removal of the traffic signal, if traffic conditions or other considerations necessitate alteration or removal.

All items associated with the traffic control device (geometric features, signs, signals, pavement markings, pedestrian accommodations, and other traffic control device associated items) are the applicant's responsibility. The Traffic Signal Permit will then document all of the items associated with operation of each traffic control device. The applicant, at its sole expense, shall provide the necessary inspection, maintenance, and operation activities in conformance with the Department's Publication 191 or as otherwise agreed to by the Department. The applicant shall perform the preventative and responsive maintenance requirements and recordkeeping in accordance with the exhibits specified below. If the applicant fails to provide the required inspection, maintenance, or operation services within thirty (30) days of receipt of written notice from the Department, the Department shall have the right to perform the required inspection, maintenance, or operation services in the applicant's stead and the applicant shall reimburse the Department for all costs incurred. Federal- and/or state-aid participation may be withheld on all future projects if the applicant fails to demonstrate to the Department the ability to provide all required maintenance and operation services. The applicant certifies that it has funds available and committed for the operation and maintenance of the traffic control device and that it will make available sufficient funds for all required future inspection, maintenance, and operation activities.

The applicant shall indemnify, save harmless and, defend (if requested) the Commonwealth of Pennsylvania, its agents, representatives, and employees from and against any damages recoverable under the Sovereign Immunity Act, 42 Pa. C.S. §§ 8521-8528, up to the limitations on damages under said law, arising out of any personal injury or damage to property which is finally determined by a court to be caused by or result from acts or omissions of the applicant and for which a court has held applicant, its officials, or employees to be liable. This provision shall not be construed to limit the applicant in asserting any rights or defenses. Additionally, the applicant shall include in any contracts into which it enters for maintenance, operation, or inspection of the traffic control device this same obligation to indemnify the Commonwealth and its officers, agents, and employees; and it shall require its contractor(s) to provide public liability insurance coverage, naming the Commonwealth and the applicant as additional insureds for bodily injury, including death and property damage, in the minimum amounts of \$500,000 per person, \$1,000,000 per occurrence, it being the intention of parties to have the contractor fully insure and indemnify the Commonwealth and the applicant.

The applicant shall comply with the study and ordinance requirements of 75 Pa. C.S. § 6109. The applicant submits this application with the intention of being legally bound.

Neither this application nor any Traffic Signal Permit creates any rights or obligations with respect to parties other than the applicant and the Department. Third parties may not rely upon any representations made by either the applicant or the Department in connection with the submission or approval of this application or any work permitted or approved that is related to this application, as regards either payment of funds or performance of any particular item of maintenance precisely as specified.

The applicant agrees to comply with the attached Exhibits:

- Exhibit "A": Preventative and Response Maintenance Requirements (Sheet 3 of 5)
- Exhibit "B": Recordkeeping (Sheet 4 of 5)
- Exhibit "C": Signal Maintenance Organization (Sheet 5 of 5)

Printed Municipal Contact Name : _____ **Date :** _____

Signed By : _____ **Witness or Attest :** _____

Title of Signatory : _____ **Title of Witness or Attester:** _____

**Exhibit "A":
Preventative and Response Maintenance
Requirements**



County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

Preventive Maintenance

The APPLICANT or its contractor will provide preventive maintenance for each individual component of the traffic signal installation covered by this application at intervals not less than those indicated in the Preventive Maintenance Summary, PA DOT Publication 191, current version. This is the recommended level of maintenance to keep the intersection control equipment and signals in mechanically, structurally and aesthetically good condition.

Response Maintenance

The APPLICANT or its contractor will provide response maintenance in accordance with the provisions of the Response Maintenance Schedule. It encompasses the work necessary to restore a traffic signal system to proper and safe operation. Includes Emergency Repair and Final Repair.

FINAL REPAIR:

Repair or replace failed equipment to restore system to proper and safe operation in accordance with permit within a 24-hour period.

EMERGENCY REPAIR:

Use alternative means or mode to temporarily restore system to safe operation within a 24-hour period. Final repair must then be completed within 30 days unless prohibited by weather conditions or availability of equipment.

Response Maintenance Schedule

<u>KNOCKDOWNS</u>	<u>TYPE OF REPAIR PERMITTED</u>
Support - Mast arm	Emergency or Final
Support - Strain pole	Emergency or Final
Span wire/tether wire	Final Only
Pedestal	Emergency or Final
Cabinet	Emergency or Final
Signal heads	Final Only
 <u>EQUIPMENT FAILURE</u>	
Lamp burnout (veh. & ped.)	Final Only
Local controller	Emergency or Final
Master controller	Emergency or Final
Detector sensor	
- Loop	Emergency or Final
- Magnetometer	Emergency or Final
- Sonic	Emergency or Final
- Magnetic	Emergency or Final
- Pushbutton	Emergency or Final
Detector amplifier	Emergency or Final
Conflict monitor	Final Only
Flasher	Final Only
Time clock	Emergency or Final
Load switch/relay	Final Only
Coordination unit	Emergency or Final
Communication interface, mode	Emergency or Final
Signal cable	Final Only
Traffic Signal Communications	Final Only
Traffic Signal Systems	Final Only

**Exhibit "B":
Recordkeeping**

County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

Recordkeeping

Accurate and up-to-date recordkeeping is an essential component of a good traffic signal maintenance program. In recognition of this fact, the APPLICANT must prepare, retain, and make available to the COMMONWEALTH, on request, a record of all preventive and response maintenance activities performed on the traffic signal equipment covered by this application.

The APPLICANT shall establish a separate file for each installation and keep its records in the municipal building, signal maintenance shop, or other weather-protected enclosure.

At a minimum, the following records will be kept by the APPLICANT or its contractor for each traffic signal. These forms can be found in Section 10.0, Maintenance Record Forms, PA DOT Publication 191, current version.

FORM 1 - Master Intersection Record

This form, which lists all maintenance functions performed at the intersection, should be updated within one day of the activity but no more than one week later.

FORM 2 - Response Maintenance Record

Each time response maintenance is required at the intersection, this form is to be completed. Once the pertinent information is transferred to the master intersection record, this form is to be placed in the intersection file.

FORM 3 - Preventive Maintenance Record

This form will be used to provide a record of the preventive maintenance activities performed at each intersection. The date, the activities performed, and the signature of the person in charge of the work must be recorded in the form.

This form may be kept at the intersection, if it is adequately protected from the weather. Form 1 must be updated at the central file, however, to reflect the date and activity.

**Exhibit "C":
Signal Maintenance Organization**

County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

Personnel Classifications

In order to properly maintain the traffic signal equipment covered by this applicant, the APPLICANT agrees to provide, as minimum, the following staff throughout the useful life of equipment. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

Traffic Engineer - The administrative position which has prime responsibility for the proper operation of traffic signal equipment. The principal function of this position is the supervision and control of subordinate personnel and the planning of their activities to ensure adequate preventive and response maintenance programs.

Minimum Position Requirements

1. A thorough understanding of traffic signal design, installation and maintenance.
2. A working knowledge of the interaction between the following traffic characteristics: Intersection geometry, traffic flow theory, control type (fixed time, actuated, etc.), signal phasing and timing, and interconnection.
3. An ability to supervise subordinate personnel effectively in the assignment of their work.
4. Possession of a college degree in engineering, which includes course work in traffic engineering.
5. Either four years experience in the field of traffic engineering or its equivalent in graduate college work.

Signal Specialist - The individual responsible for the diagnostics and repair of all traffic signal equipment including solid state equipment.

Minimum Position Requirements

1. Extensive training and troubleshooting skills in electronics and software.
2. Ability to repair modules in the shop and to design test equipment needed to diagnose and repair a problem.
3. Ability to make design and modifications to implement or omit special functions.
4. Ability to implement a recordkeeping system to include maintenance activities, inventory control and identification of recurring problems.
5. Ability to perform all tasks required of a signal technician.

Signal Technician - Individual responsible for the operation and maintenance of traffic signals and electromechanical equipment.

Minimum Position Requirements

1. Ability to perform response maintenance on solid state equipment up to the device exchange level.
2. Capability to diagnose a vehicle loop failure and initiate corrective action.
3. Ability to tune detector amplifiers.
4. Ability to follow wiring schematics, check and set timings from plan sheet and check all field connections.
5. Ability to perform preventive maintenance on all equipment and to maintain accurate records of all work perform.

Training

The APPLICANT agrees to secure training in order to upgrade the ability of its present staff to properly perform the required maintenance functions. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

Budget Requirements

The APPLICANT agrees to provide, in its annual operating budget, dedicated funds which are sufficient to cover the cost of the personnel, training, contractors (if utilized) and specialized maintenance equipment which are required, by virtue of this application. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191..

Application Instructions



A - Applicant's (Municipal) Contact Information

Municipal Contact's Name: Provide the municipal contact name that is (or will be responsible) for the traffic signal. Typically this is either the Municipal Manager or Roadmaster.

Title: Provide the title of the municipal contact name.

Municipal Name: Provide the official municipal name.

Municipal Address: Provide the full address of the municipal building.

Municipal Phone Number: Provide the municipal phone number of the municipal contact.

Alternative Phone Number: Provide an alternative phone number of the municipal contact.

E-mail Address: Provide the e-mail address of the municipal contact.

Municipal Hours of Operation: Please provide the municipalities normal operating hours (i.e. Monday-Thursday 9 AM - 2 PM)

B - Application Description

Location (*intersection*): Please provide a detailed location of the device or devices being considered for approval.

Please include any State Route and/or local road names in your description.

Traffic Control Device is: (Please select one of the two following categories)

NEW Traffic Signal: This item should be selected when requesting approval of a traffic signal that is currently not in operation at the device location indicated above.

EXISTING Traffic Signal: This item should be selected when requesting approval to make a modification or update to an existing traffic signal.

(Permit Number): Please provide the traffic signal permit number.

Type of Device (select one): (Please select one of the four following categories)

Traffic Control Signal: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Sections 4D, 4E, and 4G. When selecting this category this is the typical red/yellow/green and pedestrian signal indications

Flashing Beacon: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Section 4L. When selecting this category, this is typically either the flashing yellow/red signal at an intersection and/or the flashing yellow warning sign.

School Warning System: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Section 7B. When selecting this category, this is typically the flashing school warning sign with a 15 mph indication.

Other: When selecting this category, this pertains to all other permitted electrically powered traffic control devices approved by the Department.

Is Traffic Signal part of a system?: Check off the appropriate box, either YES or NO. If YES, please fill in the **System Number (*if applicable*):** line.

Explain the proposed improvements: Provide a description of the proposed improvements to the intersection. This may be as complex as installing and/or upgrading a traffic signal or as non-complex as placement of a new traffic sign to supplement an existing traffic signal.

Associated with Highway Occupancy Permit (HOP)?: Check off the appropriate box, either YES or NO. If YES, please fill in the **Application #:** line.

C - Maintenance and Operation Information

Maintenance and Operations are typically performed by?: Please indicate if maintenance and operation will be performed by Municipal Personnel or through Contract Services.

Maintenance and Operations Contact Name: Provide the primary maintenance contact name for the individual that is (or will be responsible) for the maintenance and operation of the traffic signal.

Company/Organization: Provide the name of the company/organization with which the primary maintenance contact is affiliated.

Phone #: Provide the phone number for the primary maintenance contact.

Alternative Phone #: Provide an alternative phone number for the primary maintenance contact or affiliated company/organization.

E-mail: Provide the e-mail address for the primary maintenance contact.

D - Attachments Listing

Check off all documents which will be submitted along with this application. Note that a Municipal Resolution, authorizing the municipal contact to submit and sign the application, is a required document.

A sample Municipal Resolution has been provided on the next page.

E - Applicant (Municipal) Certification

Printed Municipal Contact Name: Please print the name of the municipal contact person signing the application.

Date: Please provide the date on which the application was signed.

Signed By: Please provide the signature of the named municipal contact.

Title of Signatory: Please provide the title of municipal contact.

Witness or Attest: Please provide the signature of the person witnessing or attesting the signature.

Witness or Attester: Please provide the title of the person witnessing or attesting the signature.

Application for Traffic Signal Approval



Please Type or Print all information in Blue or Black Ink

County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

A - Applicant's (Municipal) Contact Information

Municipal Contact's Name : Aaron Bibro **Title :** Township Manager
Municipal Name : Hatfield Township
Municipal Address : 1950 School Road, Hatfield, PA 19440
Municipal Phone Number : 215-855-0900 **Alternative Phone Number :** _____
E-mail Address : abibro@hatfield.org
Municipal Hours of Operation : Mon/Tue/Thu 8:00 a.m. to 4:30 p.m; Wed 8:00 a.m. to 6:00 p.m; Fri 8:00 a.m. to 3:00 p.m.

B - Application Description

Location (intersection) : Bethlehem Pike (SR 0309) and Trewigtown Road

Traffic Control Device is : NEW Traffic Signal EXISTING Traffic Signal **(Permit Number) :** 64-1817

Type of Device (select one) Traffic Control Signal (MUTCD Section 4D, 4E, 4G) Flashing Beacon (MUTCD Section 4L) School Warning System (MUTCD Section 7B)
 Other : _____

Is Traffic Signal part of a system? : YES NO **System Number (if applicable) :** I-0030

If YES, provide locations of all signalized intersections in system.
Bethlehem Pike & Bennigans Dr; Bethlehem Pike & McLaughlin/Taylor Rd; Bethlehem Pike & Richardson Rd; Bethlehem Pike & Line St/Fox Meadow Dr; Bethlehem Pike & Broad St; Bethlehem Pike & Walnut St; Bethlehem Pike & Advance Ln; Bethlehem Pike & Trewigtown Rd; Bethlehem Pike & Line Lexington Rd/County Line Rd; Bethlehem Pike & Hilltown Pike; Bethlehem Pike & Hilltown Crossings Southern Access; Bethlehem Pike & Orvilla Rd; Bethlehem Pike & Sterling Dr; Bethlehem Pike & Unionville Pike

Explain the proposed improvements :
New mast arm on SW corner

Associated with Highway Occupancy Permit (HOP)? : YES NO **If YES, HOP Application # :** _____

C - Maintenance and Operation Information

Maintenance and Operations are typically performed by? :
 Municipal Personnel Municipal Contractor Municipal Personnel & Contractor
 Other : _____

Maintenance and Operations Contact Name : _____ **Company/Organization :** _____
Phone # : _____ **Alternative Phone # :** _____ **E-mail :** _____

D - Attachments Listing

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Municipal Resolution (required) | <input type="checkbox"/> Location Map | <input type="checkbox"/> Traffic Volumes / Pedestrian Volumes |
| <input type="checkbox"/> Letter of Financial Commitment | <input type="checkbox"/> Photographs | <input type="checkbox"/> Turn Lane Analysis |
| <input checked="" type="checkbox"/> Traffic Signal Permit | <input type="checkbox"/> Straight Line Diagram | <input type="checkbox"/> Turn Restriction Studies |
| <input type="checkbox"/> Warrant Analysis | <input type="checkbox"/> Capacity Analysis | <input type="checkbox"/> Other : _____ |
| <input type="checkbox"/> Crash Analysis | <input type="checkbox"/> Traffic Impact Study (TIS) | |
| <input type="checkbox"/> Traffic Signal Study | <input type="checkbox"/> Condition Diagram | |

Application for Traffic Signal Approval



Please Type or Print all information in Blue or Black Ink

County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

E - Applicant (Municipal) Certification

The applicant desires to own, operate, and maintain the traffic control device in the location indicated above; and the Vehicle Code requires the approval of the Department of Transportation ("Department") before any traffic signals may be legally erected or modified. A signed Application for Traffic Signal Approval (TE-160) must be submitted in conformance with the instructions provided by the Department, and a Traffic Signal Permit must be issued, before any work can begin.

If the Department approves a traffic signal after a traffic engineering study and engineering judgment indicates the need, the traffic signal shall be installed, owned, operated, and maintained within the parameters indicated in the Vehicle Code and the Department's regulations relating to traffic signs, signals, and markings. The Department may direct appropriate alterations to the design or operation (including, but not limited to, hours of operation) of the traffic signal, or require removal of the traffic signal, if traffic conditions or other considerations necessitate alteration or removal.

All items associated with the traffic control device (geometric features, signs, signals, pavement markings, pedestrian accommodations, and other traffic control device associated items) are the applicant's responsibility. The Traffic Signal Permit will then document all of the items associated with operation of each traffic control device. The applicant, at its sole expense, shall provide the necessary inspection, maintenance, and operation activities in conformance with the Department's Publication 191 or as otherwise agreed to by the Department. The applicant shall perform the preventative and responsive maintenance requirements and recordkeeping in accordance with the exhibits specified below. If the applicant fails to provide the required inspection, maintenance, or operation services within thirty (30) days of receipt of written notice from the Department, the Department shall have the right to perform the required inspection, maintenance, or operation services in the applicant's stead and the applicant shall reimburse the Department for all costs incurred. Federal- and/or state-aid participation may be withheld on all future projects if the applicant fails to demonstrate to the Department the ability to provide all required maintenance and operation services. The applicant certifies that it has funds available and committed for the operation and maintenance of the traffic control device and that it will make available sufficient funds for all required future inspection, maintenance, and operation activities.

The applicant shall indemnify, save harmless and, defend (if requested) the Commonwealth of Pennsylvania, its agents, representatives, and employees from and against any damages recoverable under the Sovereign Immunity Act, 42 Pa. C.S. §§ 8521-8528, up to the limitations on damages under said law, arising out of any personal injury or damage to property which is finally determined by a court to be caused by or result from acts or omissions of the applicant and for which a court has held applicant, its officials, or employees to be liable. This provision shall not be construed to limit the applicant in asserting any rights or defenses. Additionally, the applicant shall include in any contracts into which it enters for maintenance, operation, or inspection of the traffic control device this same obligation to indemnify the Commonwealth and its officers, agents, and employees; and it shall require its contractor(s) to provide public liability insurance coverage, naming the Commonwealth and the applicant as additional insureds for bodily injury, including death and property damage, in the minimum amounts of \$500,000 per person, \$1,000,000 per occurrence, it being the intention of parties to have the contractor fully insure and indemnify the Commonwealth and the applicant.

The applicant shall comply with the study and ordinance requirements of 75 Pa. C.S. § 6109. The applicant submits this application with the intention of being legally bound.

Neither this application nor any Traffic Signal Permit creates any rights or obligations with respect to parties other than the applicant and the Department. Third parties may not rely upon any representations made by either the applicant or the Department in connection with the submission or approval of this application or any work permitted or approved that is related to this application, as regards either payment of funds or performance of any particular item of maintenance precisely as specified.

The applicant agrees to comply with the attached Exhibits:

- Exhibit "A": Preventative and Response Maintenance Requirements (Sheet 3 of 5)
- Exhibit "B": Recordkeeping (Sheet 4 of 5)
- Exhibit "C": Signal Maintenance Organization (Sheet 5 of 5)

Printed Municipal Contact Name : _____ **Date :** _____
Signed By : _____ **Witness or Attest :** _____
Title of Signatory : _____ **Title of Witness or Attester:** _____

**Exhibit "A":
 Preventative and Response Maintenance
 Requirements**



County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

Preventive Maintenance

The APPLICANT or its contractor will provide preventive maintenance for each individual component of the traffic signal installation covered by this application at intervals not less than those indicated in the Preventive Maintenance Summary, PA DOT Publication 191, current version. This is the recommended level of maintenance to keep the intersection control equipment and signals in mechanically, structurally and aesthetically good condition.

Response Maintenance

The APPLICANT or its contractor will provide response maintenance in accordance with the provisions of the Response Maintenance Schedule. It encompasses the work necessary to restore a traffic signal system to proper and safe operation. Includes Emergency Repair and Final Repair.

FINAL REPAIR:

Repair or replace failed equipment to restore system to proper and safe operation in accordance with permit within a 24-hour period.

EMERGENCY REPAIR:

Use alternative means or mode to temporarily restore system to safe operation within a 24-hour period. Final repair must then be completed within 30 days unless prohibited by weather conditions or availability of equipment.

Response Maintenance Schedule

KNOCKDOWNS

- Support - Mast arm
- Support - Strain pole
- Span wire/tether wire
- Pedestal
- Cabinet
- Signal heads

TYPE OF REPAIR PERMITTED

- Emergency or Final
- Emergency or Final
- Final Only
- Emergency or Final
- Emergency or Final
- Final Only

EQUIPMENT FAILURE

- Lamp burnout (veh. & ped.)
- Local controller
- Master controller
- Detector sensor
 - Loop
 - Magnetometer
 - Sonic
 - Magnetic
 - Pushbutton
- Detector amplifier
- Conflict monitor
- Flasher
- Time clock
- Load switch/relay
- Coordination unit
- Communication interface, mode
- Signal cable
- Traffic Signal Communications
- Traffic Signal Systems

- Final Only
- Emergency or Final
- Final Only
- Final Only
- Emergency or Final
- Final Only
- Emergency or Final
- Emergency or Final
- Final Only
- Final Only
- Final Only

**Exhibit "B":
Recordkeeping**

County : _____

Engineering District : _____

Department Tracking # : _____

Initial Submission Date : _____

Recordkeeping

Accurate and up-to-date recordkeeping is an essential component of a good traffic signal maintenance program. In recognition of this fact, the APPLICANT must prepare, retain, and make available to the COMMONWEALTH, on request, a record of all preventive and response maintenance activities performed on the traffic signal equipment covered by this application.

The APPLICANT shall establish a separate file for each installation and keep its records in the municipal building, signal maintenance shop, or other weather-protected enclosure.

At a minimum, the following records will be kept by the APPLICANT or its contractor for each traffic signal. These forms can be found in Section 10.0, Maintenance Record Forms, PA DOT Publication 191, current version.

FORM 1 - Master Intersection Record

This form, which lists all maintenance functions performed at the intersection, should be updated within one day of the activity but no more than one week later.

FORM 2 - Response Maintenance Record

Each time response maintenance is required at the intersection, this form is to be completed. Once the pertinent information is transferred to the master intersection record, this form is to be placed in the intersection file.

FORM 3 - Preventive Maintenance Record

This form will be used to provide a record of the preventive maintenance activities performed at each intersection. The date, the activities performed, and the signature of the person in charge of the work must be recorded in the form.

This form may be kept at the intersection, if it is adequately protected from the weather. Form 1 must be updated at the central file, however, to reflect the date and activity.

**Exhibit "C":
Signal Maintenance Organization**

County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

Personnel Classifications

In order to properly maintain the traffic signal equipment covered by this applicant, the APPLICANT agrees to provide, as minimum, the following staff throughout the useful life of equipment. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

Traffic Engineer - The administrative position which has prime responsibility for the proper operation of traffic signal equipment. The principal function of this position is the supervision and control of subordinate personnel and the planning of their activities to ensure adequate preventive and response maintenance programs.

Minimum Position Requirements

1. A thorough understanding of traffic signal design, installation and maintenance.
2. A working knowledge of the interaction between the following traffic characteristics: Intersection geometry, traffic flow theory, control type (fixed time, actuated, etc.), signal phasing and timing, and interconnection.
3. An ability to supervise subordinate personnel effectively in the assignment of their work.
4. Possession of a college degree in engineering, which includes course work in traffic engineering.
5. Either four years experience in the field of traffic engineering or its equivalent in graduate college work.

Signal Specialist - The individual responsible for the diagnostics and repair of all traffic signal equipment including solid state equipment.

Minimum Position Requirements

1. Extensive training and troubleshooting skills in electronics and software.
2. Ability to repair modules in the shop and to design test equipment needed to diagnose and repair a problem.
3. Ability to make design and modifications to implement or omit special functions.
4. Ability to implement a recordkeeping system to include maintenance activities, inventory control and identification of recurring problems.
5. Ability to perform all tasks required of a signal technician.

Signal Technician - Individual responsible for the operation and maintenance of traffic signals and electromechanical equipment.

Minimum Position Requirements

1. Ability to perform response maintenance on solid state equipment up to the device exchange level.
2. Capability to diagnose a vehicle loop failure and initiate corrective action.
3. Ability to tune detector amplifiers.
4. Ability to follow wiring schematics, check and set timings from plan sheet and check all field connections.
5. Ability to perform preventive maintenance on all equipment and to maintain accurate records of all work perform.

Training

The APPLICANT agrees to secure training in order to upgrade the ability of its present staff to properly perform the required maintenance functions. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

Budget Requirements

The APPLICANT agrees to provide, in its annual operating budget, dedicated funds which are sufficient to cover the cost of the personnel, training, contractors (if utilized) and specialized maintenance equipment which are required, by virtue of this application. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191..



Application Instructions

A - Applicant's (Municipal) Contact Information

Municipal Contact's Name: Provide the municipal contact name that is (or will be responsible) for the traffic signal. Typically this is either the Municipal Manager or Roadmaster.

Title: Provide the title of the municipal contact name.

Municipal Name: Provide the official municipal name.

Municipal Address: Provide the full address of the municipal building.

Municipal Phone Number: Provide the municipal phone number of the municipal contact.

Alternative Phone Number: Provide an alternative phone number of the municipal contact.

E-mail Address: Provide the e-mail address of the municipal contact.

Municipal Hours of Operation: Please provide the municipalities normal operating hours (i.e. Monday-Thursday 9 AM - 2 PM)

B - Application Description

Location (*intersection*): Please provide a detailed location of the device or devices being considered for approval.

Please include any State Route and/or local road names in your description.

Traffic Control Device is: (Please select one of the two following categories)

NEW Traffic Signal: This item should be selected when requesting approval of a traffic signal that is currently not in operation at the device location indicated above.

EXISTING Traffic Signal: This item should be selected when requesting approval to make a modification or update to an existing traffic signal.

(Permit Number): Please provide the traffic signal permit number.

Type of Device (select one): (Please select one of the four following categories)

Traffic Control Signal: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Sections 4D, 4E, and 4G. When selecting this category this is the typical red/yellow/green and pedestrian signal indications

Flashing Beacon: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Section 4L. When selecting this category, this is typically either the flashing yellow/red signal at an intersection and/or the flashing yellow warning sign.

School Warning System: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Section 7B. When selecting this category, this is typically the flashing school warning sign with a 15 mph indication.

Other: When selecting this category, this pertains to all other permitted electrically powered traffic control devices approved by the Department.

Is Traffic Signal part of a system?: Check off the appropriate box, either YES or NO. If YES, please fill in the **System Number (if applicable):** line.

Explain the proposed improvements: Provide a description of the proposed improvements to the intersection. This may be as complex as installing and/or upgrading a traffic signal or as non-complex as placement of a new traffic sign to supplement an existing traffic signal.

Associated with Highway Occupancy Permit (HOP)?: Check off the appropriate box, either YES or NO. If YES, please fill in the **Application #:** line.

C - Maintenance and Operation Information

Maintenance and Operations are typically performed by?: Please indicate if maintenance and operation will be performed by Municipal Personnel or through Contract Services.

Maintenance and Operations Contact Name: Provide the primary maintenance contact name for the individual that is (or will be responsible) for the maintenance and operation of the traffic signal.

Company/Organization: Provide the name of the company/organization with which the primary maintenance contact is affiliated.

Phone #: Provide the phone number for the primary maintenance contact.

Alternative Phone #: Provide an alternative phone number for the primary maintenance contact or affiliated company/organization.

E-mail: Provide the e-mail address for the primary maintenance contact.

D - Attachments Listing

Check off all documents which will be submitted along with this application. Note that a Municipal Resolution, authorizing the municipal contact to submit and sign the application, is a required document.

A sample Municipal Resolution has been provided on the next page.

E - Applicant (Municipal) Certification

Printed Municipal Contact Name: Please print the name of the municipal contact person signing the application.

Date: Please provide the date on which the application was signed.

Signed By: Please provide the signature of the named municipal contact.

Title of Signatory: Please provide the title of municipal contact.

Witness or Attest: Please provide the signature of the person witnessing or attesting the signature.

Witness or Attester: Please provide the title of the person witnessing or attesting the signature.

