

December 21, 2015

The East Lampeter Township Board of Supervisors met on Monday, December 21, 2015, at 7:30 p.m. at the East Lampeter Township Office: 2250 Old Philadelphia Pike, Lancaster, PA 17602. The meeting was called to order by Mr. John Blowers, Chairman and was followed by the Pledge of Allegiance. In addition to Mr. Blowers, supervisors present were: Mr. David Buckwalter, Mr. Glenn Eberly, Mr. Corey Meyer and Mr. Ethan Demme. Also present was Mr. Ralph Hutchison, Township Manager.

The following persons signed in as being present in the audience:

Curt Stumpf, 2082 Jarvis Road, representing Planning Commission
Dave Gribble, 1992 Drexel Avenue, representing Ronks Fire Company
Steve Gribble, 127 North Ronks Road, representing Ronks Fire Company
John Shertzer, 135 Oakview Road
Lynn Commero, representing Lancaster Newspapers
Ravi Thakkar, 2628 Lincoln Highway East
Birju Surti, 102 Eastbrook Road
John Keylor, 485 Mount Sidney Road
Jeff Cutler, 67 Cambridge Village, Tax Collector
Bob Patel, 2129 Lincoln Highway East
Drew Deyo, representing Jeff Cutler

December 14, 2015 and December 21, 2015 Executive Sessions

Chairman Blowers announced that the Board held Executive Sessions on December 14, 2015 and December 21, 2015 in order to discuss personnel matters.

Minutes of the December 7, 2015 Regular Meeting

Chairman Blowers asked if there were any additions or corrections regarding the minutes of the December 7, 2015 regular meeting as prepared.

A motion was made by Mr. Demme to approve the minutes as presented. Mr. Eberly seconded the motion and it was passed by a vote of three in favor and two abstaining (Mr. Blowers and Mr. Meyer were absent from the December 7, 2015 meeting.)

Minutes of the December 14, 2015 Special Meeting

Chairman Blowers asked if there were any additions or corrections regarding the minutes of the December 14, 2015 special meeting as prepared.

A motion was made by Mr. Demme to approve the minutes as presented. Mr. Meyer seconded the motion and it was passed by a unanimous voice vote.

Public Announcement

Chairman Blowers announced that it had been reported that the Board would be discussing an item from the last meeting related to the Hotel/Motel Guest Registry. He stated that item is not on the agenda for this evenings meeting. He stated that will be continued sometime in 2016.

Bills:

Chairman Blowers indicated that bills to be paid from various funds in the amount of \$72,998.67 were presented for payment.

A motion was made by Mr. Meyer and seconded by Mr. Buckwalter to approve the payment of the bills as listed in the amount of \$72,998.67. The motion was passed by unanimous voice vote.

Recognition of Service to the Township – Mr. Curt Stumpf

Chairman Blowers announced the end of Mr. Curt Stumpf service with the East Lampeter Township Planning Commission. The Board thanked Mr. Stumpf for his service of over seventeen years to the Township.

Old Business:

- a. Request for Financial Security Reduction – Esh Manufacturing: Mt. Sidney Road

Chairman Blowers asked if anyone was present for this agenda item. No one was present.

Chairman Blowers stated that the current balance is \$99,563.95. He stated in a letter dated December 9, 2015 from the Township Engineer they are recommending a reduction in the amount of \$33,822.05 leaving a balance of \$65,741.90.

Mr. Eberly made a motion to approve the Request for Financial Security Reduction for Esh Manufacturing at Mt. Sidney Road in the amount of \$33,822.05 leaving a remaining balance of \$65,741.90. Mr. Meyer seconded the motion and it was passed by unanimous voice vote.

- b. Settlement Agreement re: Lancaster Auto Detail and Auto Sales

Mr. Hutchison explained that the Zoning Hearing Board approved a sign variance for a sign bigger than what is allowed in the ordinance. He stated that the Board filed an appeal to that decision. He stated that staff have negotiated with the property owner to resolve the size of the sign from 144 square feet to 96 square feet. He stated that the Township Solicitor has prepared the settlement agreement for the Board.

Mr. Buckwalter made a motion to approve the Settlement Agreement with Lancaster Auto Detail and Auto Sales. Mr. Eberly seconded the motion and it was passed by unanimous voice vote.

- c. Resolution re: IPMC Implementation

Chairman Blowers stated that this is a resolution setting a fee schedule for property maintenance code activities for the IPMC Ordinance the Board adopted on or about October 5, 2015.

Mr. Hutchison explained that in order to implement the Ordinance by January 1, 2016 the Township had to appoint a third party inspection agency. He stated that the Township has chosen Technicon for the inspections and enforcement work under the IPMC. He stated that the fee schedule is based upon Technicon's fee schedule. He stated that the only remaining issue is the creation of a Board of Appeals which the Township is discussing with the solicitor and should have time to establish in the new year before the Board would be needed.

Chairman Blowers stated that there would be no action on the Board of Appeals at this meeting. Mr. Eberly asked if staff monitor complaints. Mr. Hutchison stated that in most cases staff would go out to evaluate first but in some cases it may require the inspector to go to evaluate. Mr. Buckwalter asked if the complaint is found to be without basis there would be no charges. Mr. Hutchison stated that is correct. Mr. Meyer asked if Technicon raises their fees next year the Board would have to pass another resolution. Mr. Hutchison stated that is correct.

Mr. Buckwalter made a motion to adopt the Resolution for the Fee Schedule for the Property Maintenance Code Activities. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Resolution #2015-19

New Business

None

Other Business:

- a. Adoption of 2016 Budgets for All Township Funds

Chairman Blowers stated that the Board held a public meeting to discuss the budget in November and that the budget has been advertised for public review.

Mr. Hutchison stated that the Township has prepared and presented a draft budget to the Board and the Board held a public meeting to review the budget. He stated since that time additional information has been received and adjustments are recommended. Ms. Jeanne Glick prepared a list of the adjustments by Funds and prepared an adjusted summary which reflects the final numbers in each fund's total revenue, expense and balance. Mr. Hutchison reviewed the adjustments to the 2016 Budget including transfers between funds to allocate costs to charge funds appropriately resulting in a reduction of \$12,582.00. He reviewed changes to the General Fund Expenses including building repair and maintenance, health insurance costs, cellular communication, contribution to LEMSA, a zoning intern & FICA related costs, street sweeping disposal for MS4 audit requirements, MS4 investigations by staff and contribution to the Library resulting in a reduction of \$42,345.50. He reviewed the small reduction to the Streetlight Fund in the amount of \$251.00. He reviewed the Sewer Fund adjustment for allocation of costs in the amount of \$12,143.00. He stated that the earned income tax base has been increased based upon new information in the amount of \$45,000.00. He reviewed the transfer between Highway Aid to General Fund to reflect 2012 audit recommendation.

Mr. Blowers reviewed 2016 Operating Funds of proposed revenue of \$16,262,083.36 and proposed expenses of \$16,238,066.27. He reviewed the Total Pension Funds for the end of 2015 with a balance of \$20,131,477.74 and for the end of 2016 balance of \$22,037,339.84. He asked

Mr. Hutchison about the Township's pension costs meeting requirements. Mr. Hutchison replied an evaluation done on 1/1/15 showed the pension funds at 98% of meeting future benefit requirements. He feels that the Township is in good condition with a good investment plan in place and a good funding strategy. Mr. Blowers also asked Mr. Hutchison about the projected Sewer Fund balance of \$17,687.00. Mr. Hutchison explained that the difference is associated with the arbitration decision that was issued in the dispute with Lancaster City regarding the operating costs for the sewer costs under the Township's agreement. He stated that during the 20 year dispute Lancaster City billed the Township over \$3 million of costs that the Township did not pay. He stated through the arbitration decision the Township was told to pay \$2.4 million which the Township paid mostly with the Fund balance but the Township still owes approximately \$280,000 and plan to pay that down in next year's budget. He discussed efforts to build up the Sewer Fund balance including a proposed increase to \$95 per quarter.

Mr. Buckwalter asked about the cost savings for the health insurance. Mr. Hutchison explained that it is for the Police Department changing from a PPO to High Deductible Plan with a health savings account. Mr. Meyer asked if the contribution to LEMSA is \$4,000.00. Mr. Hutchison confirmed the amount is \$4,000.00.

Mr. Demme suggested discussion about the Real Estate Tax Rate and Fund Balance Policy before making a decision on the budget since those items are included in the funding of the budget. The Board and Mr. Hutchison discussed a fund balance policy of 20%. Mr. Demme recommending going with the minimum of 17% rate. Mr. Meyer stated he has a concern that the Township's revenue do not come in consistently to establish the minimum recommendation. Mr. Hutchison stated that the drafted budget this year includes the real estate tax rate increase of .13 mills the Township would be at 21.1% of General Fund budgeted expenditures. The Board and Mr. Hutchison discussed an appropriate rate for the Township. The Board and Mr. Hutchison discussed a structurally sound versus a structurally deficit budget. The Board discussed the potential of creating an operating reserve fund as opposed to carrying a fund balance every year. The Board and Mr. Hutchison discussed the projected revenues. Mr. Hutchison stated that it is hard to anticipate what the Township will receive in revenues. Mr. Buckwalter stated that he has not heard from any residents in regards to the budget. Mr. Meyer asked when the last millage increase occurred. Mr. Hutchison replied 2012. Mr. Blowers asked when the millage was increased before 2012. Mr. Hutchison did not recall. Mr. Hutchison stated that the proposed increase is about 8% and will increase revenue about \$180,000.

Mr. Jeffrey Cutler, Tax Collector of East Lampeter Township, stated that he spoke to the legislature about a proposal regarding non uniform tax assessments. He stated his proposal is to assess by square footage, acreage and type of property. He stated another way for the Township to receive revenue would be to sell hard liquor licenses. He spoke about additional proposed items to the legislature to generate revenue for Townships.

Mr. Buckwalter made a motion to adopt the 2016 Township Budget with the recommended adjustments. Mr. Meyer seconded the motion and it passed by a vote of four in favor and one against (Mr. Demme voted against the motion.)

b. Adoption of 2016 Real Estate Tax Rate

Mr. Meyer and Mr. Buckwalter both expressed their opinions in not wanting to raise the tax rate but find it necessary for the budget. Mr. Demme stated that the raising of the Fund Balance Policy rate to 20% is what is fueling the need for a tax rate increase. Mr. Buckwalter asked the impact the rating agencies have on the Fund Balance Policy. Mr. Hutchison stated that the Township will be looking to refinancing bonds in 2016 and the better the rating the lower the interest rate. The Board again discussed the rate for the Fund Balance Policy. The Board and Mr. Hutchison discussed the admission tax revenue and the possible changes that could occur through the state budget.

Mr. Meyer made a motion to adopt the 2016 Real Estate Tax Rate at 1.73 mills. Mr. Buckwalter seconded the motion and it was passed by a vote of four in favor and one against (Mr. Demme voted against the motion.)

Resolution 2015-20

c. Adoption of Sanitary Sewer Service Rates

Mr. Hutchison stated that the proposal is to increase the quarterly charges per equivalent dwelling unit (EDU) from \$90 to \$95 per quarter. He stated that this will keep the sewer fund in a positive balance for 2016. Mr. Eberly asked about delinquent sewer bills and the rates charged for delinquent accounts. Mr. Hutchison stated that he will check with the Solicitor on this matter and report back to the Board.

Mr. John Shertzer asked about the dispute with the Lancaster City and if the Township will continue to carry the burden. Mr. Hutchison stated that the Township still has a little bit to pay to Lancaster City to completely payoff what was awarded in the arbitration decision. He stated the Township still is disputing what should/should not be included in the operating costs. He stated that the Board has taken the position for the calculations under the agreement and the arbitration decision for what the Township feels is the operating costs and that money is being set aside in another account in case there is another arbitration and another decision the funds will be available to pay what is owed.

Mr. Meyer made a motion to adopt the Resolution for Sanitary Sewer Service rates at \$95 per EDU per quarter. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Resolution 2015-21

d. Resolution re: Fund Balance Policy

Mr. Demme suggested setting a target fund balance for each operating fund. The Board stated they would like to look at doing that for next year.

Mr. Meyer made a motion to adopt the Resolution for Fund Balance Policy rate at 20%. Mr. Eberly seconded the motion and it was passed by unanimous voice vote.

Resolution 2015-22

e. Consideration of Deputy Tax Collector Appointment

Mr. Hutchison stated that the Township received a letter from Mr. Cutler's attorney nominating Ms. Carlene Weaver as Deputy Tax Collector for the Township. He stated that the Deputy Tax Collector is a fairly new role but is a requirement that one be named. He stated that the person

has to be approved by all 3 taxing bodies: the Township, the School District and the County. He stated that the Township has a nomination in hand. He stated that according to the letter Ms. Weaver is an elected official in Gregg Township, Union County and the tax collector since 2002.

Mr. Buckwalter asked how does someone from Gregg Township, Union County serve East Lampeter Township. He stated that this would not serve the Township if Mr. Cutler was unable to perform his duties. Mr. Meyer asked if the Deputy Tax Collector is responsible to hold office hours like the Tax Collector. Mr. Hutchison stated that in the event of the incapacitation of the elected Tax Collector the Deputy has to step in to perform all the duties and requirements that the elected Tax Collector is required to fulfill. Mr. Meyer stated that she would have to be in two places at the same time potentially to have office hours in two different locales. Mr. Hutchison stated that it is one of the practical concerns that he has as well as how to manage the records and the requirements to communicate with the local taxing bodies and taxpayers.

Mr. Blowers stated that the Tax Collector is an elected position. He stated that the taxpayers have someone who is holding this role that is of them and from them who has been elected by them. He asked if it is not the same governing regulations for the Deputy. Mr. Hutchison stated that the Deputy is not an elected position, it is somebody who is nominated by the elected Tax Collector and approved the three taxing bodies. He stated that is the way the state law is written. Mr. Blowers stated if this individual is coming from this distance and the Tax Collector, god willing Mr. Cutler is not incapacitated, but if he was are the taxpayers responsible for paying for a hotel for this individual to stay here for multiple nights. Mr. Hutchison stated that he believes the pay that is associated would be the same pay as what the elected Tax Collector receives. Mr. Blowers asked about the office space for this individual, where would the taxpayer go to get in contact with this person. Mr. Hutchison that is a practical consideration that he thinks would be a concern. Mr. Blowers stated it would be a great concern, we certainly cannot authorize this individual to sitting in a van on the street if we are going to ask taxpayers to engage with this individual. Mr. Hutchison stated that Mr. Cutler and Mr. Cutler's attorney are both present at the meeting. Mr. Blowers stated that he will see if Mr. Cutler is willing to answer the questions before allowing public comment.

Mr. Drew Deyo, Mr. Cutler's attorney, spoke to the Board. He addressed the Board as follows: "This is the first time I have been here. May it please the Board, may I talk in the manner. And I would be happy to answer any other questions. I knew coming in here that location was going to be an issue. I can assure you, I talked with Ms. Weaver and as I put into my letter. Again as Mr. Hutchison had stated that this is relatively new. I'm going to say October 22, 2014 this law was passed for the requirement of the appointment of a deputy. Now I'll state the law itself has no location required. It doesn't say the person has to be from here nothing like that. Again it is relatively new. It's suggesting the law as almost as if they anticipated that this was going to be, not a problem, but people were going to say how do we implement this, what am I supposed to do...that one municipality would ask for another then vice versus, I'll be your deputy, you be ours. For years as I'm sure you know, the treasurer here in Lancaster was the tax collector. I spoke with Mr. Ebersole months ago and at first he had expressed an interest in possibly doing this. I would have done anything, but here's the form let's do it. I would have gathered up the documentation that he needed for that. He stated to me he's not interested, he didn't want to do it, that the Treasurer's office didn't want to do it. I'd gone to great lengths, talked to numerous people to try to get someone to do it but no one is jumping at the bit to be the Deputy Tax Collector. Mr. Cutler met Ms. Weaver at a tax collector convention. They got to talking, they

struck up a relationship, they sort of, it was friendly. He said “Hey I’ve been trying to find somebody to be my Deputy Tax Collector.” She said “I’ll do it for you.” Now I’ve met Carlene. She’s been a tax collector for 13 years. This is what she does. She has a deputy herself in her municipality. She knows exactly what’s entailed of a tax collector and what would need to happen if she had to come down here to assume that role. Now again, I want, incapacitation is the only time this would ever trigger that she would have to fulfill Mr. Cutler’s duties. In the rare event if that would to happen and I don’t want to speak about other aspects of this suit. I’ll state that as of this morning we do have set office hours for Mr. Cutler. As you may or may not be aware, the law requires office hours for 3 days a week during each of the last 2 weeks of the taxing period, folks, that’s 6 days out of the year. I’ve talked to other tax collectors that have PO Box addresses where things are sent to but they don’t have a physical location outside of those 6 days. That is not that unusual of an arrangement. Carlene has stated to me, if, obviously if he was incapacitated, she would be here for those 6 days out of the year, all three hours of each day. Union County is a little under 2 hours away. She absolutely knows what is required of the tax collector and would be here for those 6 days out of the year in the event that Mr. Cutler was incapacitated. Other than that the way it sounds, right now as my understanding, which is very similar to the Conestoga Valley School District, payments are made at any Fulton Bank location. It doesn’t require her physical presence to be in any specific place at any specific time. But she has stated to me she absolutely feels comfortable that if she had to be down here she could be. She doesn’t think that even if he was incapacitated, her presence would really be required too much outside of those 6 days. As far as having access to Fulton Bank and to do what a tax collector does, she’s already trained. These issues we’d have to deal with if someone else were to do this. We wouldn’t have to deal with it with Ms. Weaver. Locations not a problem with all the payments being made at Fulton Bank. Again if she had to be here for 6 days out of the year in the event he was incapacitated she’s assured me she would be and she’s absolutely qualified and capable of handling the process from where she’s at. With that I think it would be as you know this has gone on a long time where... We have a name, we have someone who is more than qualified to do it. Please don’t...location...and...if...I’m asking please don’t read a location requirement into the law that’s not there especially in a situation like this where the payments are being made at Fulton Bank locations. It would be unnecessary. She is absolutely qualified. This is something that we could put to rest tonight. We’ve got a Deputy Tax Collector. You know I pray and urge that she be approved to do that tonight.”

Mr. Buckwalter reminded Mr. Deyo that he said that she could do her job where she’s at, talking about being Deputy Tax Collector. He said that Mr. Deyo said that a couple of minutes ago. Mr. Deyo responded “I believe a lot of it yes.” Mr. Buckwalter stated that what we are saying is the law requires office hours 6 days and so that’s contradictory. Mr. Deyo responded “Well I said numerous times before that during those 6 days she would be here for everything.” Mr. Buckwalter said he understands that he said that but in his opinion he contradicted himself. He said in other words Mr. Deyo said that she could handle things where she’s at. Mr. Deyo stated she can but she also can be here during those specific 6 days. Mr. Buckwalter stated he just wanted to be clear.

Mr. Demme asked Mr. Deyo to explain in Ms. Weaver’s email that we have in front of us, she says please make sure that those office hours are Friday evenings and Saturday mornings because of work schedules. Mr. Deyo replied it would be the most convenient for her and again we have got those set. Mr. Demme asked Mr. Deyo to explain how you can have three days of Friday evenings and Saturday mornings in one week. Mr. Deyo replied we have right now Thursday, Friday and Saturday hours, Thursday and Friday from 5 pm to 8 pm and Saturdays

from 12-3. That is what is proposed right now if we needed to. Mr. Demme stated that she seems to indicate that she would be available Friday evenings and Saturday mornings. Mr. Deyo asked that she would or wouldn't. Mr. Demme stated that her request is for Friday evenings and Saturday mornings. Mr. Deyo asked I thought that the request was to put in for those. Mr. Demme responded yes. Mr. Deyo responded yes that's what we had. He continues by saying where we are at in the office location, it may be difficult to be there early in the morning on Saturdays. I have since talked to her and said if you had to do it at noon, again that's 2 Saturdays out of the year, she would be here from 12-3 for that.

Mr. Demme asked Mr. Deyo what is your location. Mr. Deyo asked "what's that?" Mr. Demme repeated what is the location. Mr. Deyo responded that the location is the Holiday Inn Conference Center, which there a contract with the Holiday Inn that's...Mr. Buckwalter asked which Holiday Inn. Mr. Deyo responded it's the one, actually it's going to switch to the Comfort Inn, and it's the Rockvale Outlets one. He stated they said it's a conference center, it's big, he's going to put a table up, it'll be convenient, it's free parking and everyone knows where it's at. He stated that he thinks the office hours, as of this morning, have been addressed and if we could get the Deputy appointed I think we've handled a lot of the issues. Mr. Hutchison stated that all we are talking about this evening is the Deputy nothing else. Mr. Deyo said right. He stated she's qualified and I'm really urging...there is no reason to...there's not a location requirement in the law and she's satisfied that she can do it. He continued by saying I'm just really urging the Board respectfully as possible to approve. Mr. Blowers stated that we are not hearing location, not hearing office location at this point, what we are doing is discussing the appointment of this individual...our basis...our standard for making that decision is... Mr. Hutchison responded by saying is undefined so it is entirely up to the Board as to what they are comfortable with. He continued by saying that the only addition that he'd like to offer is that is when this requirement originally came out, Mr. Cutler did suggest and nominate Jeanne Glick, our Finance Director, and then the following day he rescinded that nomination. He continued by saying Jeanne Glick, our Finance Director is (inaudible due to interruption) capable, it can be done during our regular Township office hours, so if Mr. Cutler is agreeable I would suggest that Jeanne be nominated. He stated that she is willing to do it as part of her regular duties. He stated again in the event... Mr. Blowers stated that he thought he heard Mr. Deyo say tonight that he had approached the County Treasurer to see if they would do this and that office had turned it down. He asked why not step that down to the Township level and let the Township individual who serves us in that kind of capacity serve as the Deputy...boy what a win-win for everybody.

Mr. Deyo responded by saying I understand that...again Mr. Cutler is the tax collector. He's got a nice...he's got a relationship with this individual who he trusts, who he wants to take over in the event he is incapacitated. He continues by saying you know in the law it says that the Tax Collector is the appoint someone not the best candidate, not the candidate that the Board picks as most fit...the other...you know and I understand that from your perspective you say it might be easier for her to do it.

Mr. Blowers stated let me just frame what you just said. He continued by saying the elected individual from the community, but we are all elected from the community, and what do we do, we go out of our way to listen to the residents and to represent them and to take their best interests. That's what we serve for...it's an elected position. He continued by saying I would love if the elected position of the Treasurer would do that same thing and I think those of us who are representatives of the people are saying we are really concerned about someone from the

outside of this community handling this role...boy we'd love for the County Treasurer to do this as you've already proposed and went down that route and that individual chose not to. We're saying look at the individual who works right in this building, who is a CPA, who works in this building every day. I'd think the residents of the community would say another elected representative of the community looked after their best interests and that would be a great thing. He asked if Mr. Cutler could answer that. He asked why we couldn't consider Jeanne to be the Deputy Tax Collector.

Mr. Deyo responded by saying "After tonight, depending on what happens, I'll discuss that with him. I do not want him to make a statement on that here...right now. I'll even suggest that I'd said if everything...I'd let him put my name down if nothing worked out. I did want it...I've looked and I've verified that a lot of people have put wives, husbands and family members...people who are not qualified, who have no experience in this at all. Talking with Ms. Weaver she thinks it's kind of shocking that the form wasn't just submitted and signed. Oh, you got a Deputy, ok, here you go and given back. She thinks its...she didn't go through that trouble and I don't think a lot of Tax Collectors have."

Mr. Blowers state that he appreciates Ms. Weaver's concerns but she's not his concern. Mr. Deyo stated right. Mr. Blowers stated that we have a request on the table. Mr. Deyo stated she is qualified. Mr. Blowers stated that we have heard from Mr. Cutler's representative that depending on what happens he would consider asking Mr. Cutler to have Jeanne take on this role. He stated that he thinks it would be a fantastic (inaudible). He thanked Mr. Deyo.

Mr. John Shertzer, a voting resident of the community, stated that he would prefer that the Board go with an entity that lives in the community and is familiar with the Township. He asked how much time the Board has to appoint the Deputy. Mr. Hutchison stated that it should have been done about a year ago but his understanding is that there is a time frame from the time of nomination until the Board should act on it. He stated that it should be this evening that the Board take some action on the name that was offered.

Mr. Buckwalter asked for clarification by stating that if the Board would approve, the County and the School District would also have to approve as well. He stated that if the Board would deny the request that would be the end of the considering Charlene Weaver but it wouldn't be automatic that it would proceed even if they did approve it.

Mr. Shertzer stated that he didn't understand. He asked if the Board is saying there is no option for another person besides Charlene Weaver. Mr. Buckwalter stated that it is Mr. Cutler's role to make that nomination. Mr. Blowers stated that as pointed out by Mr. Cutler's counsel the law says that the elected Tax Collector is required to bring forward a Deputy, a name for a Deputy Tax Collector. He stated that the Tax Collector has to go find this individual, they have to name this individual and the 3 taxing bodies: municipality, school district and county have to approve the individual. He stated that Mr. Cutler, as his counsel stated, has been searching for someone. He asked if this was the first name the Board has seen. Mr. Hutchison replied yes. Mr. Blowers stated that they are considerably behind in this approval but we've heard from Mr. Cutler's counsel that they did in fact want the County Treasurer to do this which I think would have been a super idea, but the County Treasurer has turned that down. He stated that Board had some discussion, the staff had some discussion with Mr. Cutler about Jeanne Glick handling that role. He stated that he didn't know why but that was pulled away

from so the Board has to consider this name. He asked if that answered Mr. Shertzer's questions. Mr. Shertzer responded yes.

Mr. Blowers stated to the Board that we have a nomination for Ms. Charlene Weaver from Gregg Township, Union County. He asked for a motion.

Mr. Eberly made a motion to deny the nomination of Ms. Charlene Weaver for Deputy Tax Collector Appointment. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Mr. Blowers stated that the Board has not approved the name brought to them by Mr. Cutler. He stated that the law says that they need to approve the name. He asked Mr. Cutler if he would sit down with his counsel and consider Jeanne Glick in the rare case that he would be incapacitated that she could handle this or someone else.

Mr. Cutler responded that as part of the Tax Collector Law they require training and certification and Charlene Weaver has all this because he met her at work...we were being certified. He stated that anybody else we appoint doesn't have that approval. He stated that he had considered Matthew Acker as a substitute person but the Treasurer's Office required that as part of the requirement we couldn't name him as the Deputy Tax Collector it had to be known as a person to be named later like unknown person or anybody in the Treasurer's Office. He stated that conflicted with the banking laws of the US Government because they can't have a person to be named later as part of the banking signature. He stated as part of this thing it requires that they comply with the Patriot Act of the US Government to say ok that person's name is a signature on checks. He stated that is some of the reason that this was convoluted in nature.

Mr. Blowers asked Hutch if Jeanne Glick would meet the requirements that the law stipulates. Mr. Hutchison replied that he is confident that if she had the opportunity to take the training she would pass the training. Mr. Cutler stated that she is not currently (inaudible). Mr. Blowers asked if the Township, the tax collectors would pay for Jeanne to go through the training. Mr. Hutchison replied that we could pay. He stated that he is not certain that Deputies are required to have the training. He stated that the law talks about training for the Elected Tax Collector but he hasn't studied the law to the extent to know whether it applies to the Deputies. He stated that the training he is talking about is the training by the County every year on the software used to account for the taxes as they are collected in the County. He stated that Mr. Cutler uses that software now.

Mr. Blowers asked Mr. Hutchison in his professional opinion could Jeanne either be trained, be capable of being trained or may have some of this training under belt. Mr. Hutchison replied that she is a CPA and she handles financial matters all the time. He stated that she is more than capable.

Mr. Cutler responded that all he is saying is that the Tax Collector Law has a specific provision about external education that has nothing to do with programs being used by this. He stated this person has all those requirements, they have the external training credits as part of the Tax Collector Law. Mr. Blowers stated that the Board has already voted. He stated he was sorry but they have already voted not to accept her.

Mr. Meyer asked Mr. Cutler if he asked any other tax collector from Lancaster County to serve as Deputy. Mr. Cutler responded that he has approached other tax collectors in Lancaster County...there's approximately 30 tax collectors in Lancaster County and he has approached all of them about doing it because all of them are trained also, so that one of them could be the backup tax collector. He stated that he had also approached Linda Drager of the CV school system who is a tax aide person and she works on the same basic program for Fulton Bank as he uses to do this. He stated that he wanted to provide somebody who had all the training and all the requirements under the law so in case he got hit by a train there may be a qualified (inaudible)...Mr. Blowers stated God forbid that doesn't happen but Mr. Cutler all the names you just said (inaudible) are all trained and qualified to serve the role but we're saying this could be very easy...take Jeanne, take her, we'll get her trained, she'll be ready to go. He stated the Mr. Cutler appeared to be a fairly healthy individual and he can't imagine that this is going to come up. He stated that we needed to move on, take Jeanne and move on.

Public Comment:

None.

Adjournment:

A motion was made by Mr. Eberly and seconded by Mr. Demme to adjourn the meeting. The motion was passed by unanimous voice vote. The next regularly scheduled meeting is to be held on Monday, January 4, 2015 beginning at 7:30 pm.

Respectfully submitted,
Ralph Hutchison

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Board of Supervisor's Meeting
December 21, 2015

Between Meetings
Ck#60295
\$8,212.00

General Fund
Cks#60296-60362
\$56,468.92

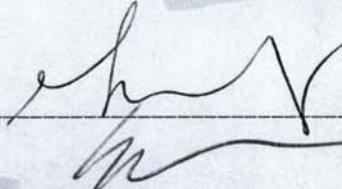
ICMA-EE Contributions ACHd to ICMA from GFPlgit# [REDACTED]
PR#25- \$2,362.51

Mastercard ac# [REDACTED] Stmt#2015-11 AutoWD Plgit GF ac# [REDACTED]
\$5,855.99

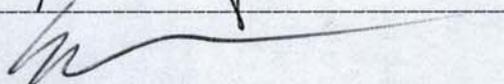
NVA November, 2015
\$99.25

Grand Total \$72,998.67

SIGNATURE 1: _____



SIGNATURE 2: _____



0 • C
8,212.00 +
56,468.92 +
2,362.51 +
5,855.99 +
99.25 +
72,998.67 *

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 60295 to 60295
 Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
60295	12/07/15	LANCC015 Lanc.Co.Lanc/DistrictAttorney					68
15-01588	1	1/2 contrib DTF	8,212.00	01-419-530-000	Expenditure		1 1
				Contribution to County Drug Task Force			

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	8,212.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	8,212.00	0.00

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 60296 to 60362
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
60296	12/21/15	AASAL005 A & A SALES ASSOCIATES					70
15-01659	1	raincoat & rainpants	173.35	08-429-242-000 Safety Supplies	Expenditure		97 1
60297	12/21/15	ALLEG005 ALLEGRA PRINT & IMAGING INC					70
15-01655	1	PD/security envelopes	389.24	01-410-340-000 Advertising & Printing	Expenditure		92 1
15-01655	2	PD/business cards-Sanger	67.45	01-410-340-000 Advertising & Printing	Expenditure		93 1
			<u>456.69</u>				
60298	12/21/15	ALLEN005 ALLEN S. BLANK					70
15-01660	1	12/10 ZHB	125.00	01-414-318-000 Court Reporter	Expenditure		98 1
60299	12/21/15	ALLIE005 ALLIED CONTROL SERVICES INC					70
15-01661	1	control wave 16ch remote	560.50	08-429-373-001 Building - Pump Stations	Expenditure		99 1
60300	12/21/15	ALPS0005 ALPS					70
15-01614	1	PD/toner	393.60	01-410-374-000 Office Equipment Maint & Repairs	Expenditure		4 1
60301	12/21/15	ASSOC010 ASSOC BUILDING INSPECTIONS INC					70
15-01615	1	abi inv#13067,final,11/12	155.00	13067 1674 Lincoln Hwy East	Project		5 1
15-01615	2	abi inv#101555527,UCCinv2808Ir	75.00	01-414-313-000 Engineering Services	Expenditure		6 1
15-01615	3	abi inv#12966,final 11/9	191.00	12966 2349 South View Dr	Project		7 1
15-01615	4	abi inv#13168,plan rev 11/4	59.00	13168 2063 Thoroughbred Lane	Project		8 1
15-01615	5	abi inv#8402F13,final 11/3	100.00	8402 Harvest Meadows	Project		9 1
15-01615	6	abi inv#8402F13,final 11/5	240.00	13088 2140 Lincoln Hwy East	Project		10 1
15-01615	7	abi inv#8402F13,final 11/2	85.00	13157 836 Gail Place	Project		11 1
15-01615	8	abi inv#13161, elec insp 10/21	85.00	13161 10 Strasburg Pike	Project		12 1
15-01615	9	abi inv#13021planrev&insp11/17	425.00	13021 431 Strasburg Pike	Project		13 1
15-01615	10	abi inv#13021planrev&insp11/20	200.00	13117 234 Randall Court	Project		14 1
15-01615	11	abi inv#13021,final 11/16	85.00	13169 803 Waterfront Dr	Project		15 1
			<u>1,700.00</u>				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
60302	12/21/15	BALLA005 BALLARD SPAHR LLP							70
15-01616	1	prof.serv thru 11/30/15	120.00	01-410-314-000 Legal Services	Expenditure		16		1
60303	12/21/15	BEILE005 BEILER HYDRAULICS INC							70
15-01617	1	couplers	74.60	01-430-451-000 Vehicle Repair and Maintenance	Expenditure		17		1
15-01617	2	spreader spinner motors	269.27	01-432-374-000 Snow Equipment - Repair and Maintenance	Expenditure		18		1
15-01617	3	fittings/spreader spinner	9.66	01-432-374-000 Snow Equipment - Repair and Maintenance	Expenditure		19		1
			<u>353.53</u>						
60304	12/21/15	BERKS005 BERKSHIRE SYSTEMS GROUP INC							70
15-01652	1	SC:11/11garagebaymanualpullsta	224.00	08-429-373-000 Public Works bldg	Expenditure		88		1
15-01652	2	SC:11/11garagebaymanualpullsta	224.00	01-430-373-000 Bldg. Repair and Maintenance	Expenditure		89		1
			<u>448.00</u>						
60305	12/21/15	BIRDI010 BIRD IN HAND FARM SUPPLY LLC							70
15-01618	1	WD40&galv.fittings	12.76	01-430-374-000 Mach. And Equip. Repairs and Maint.	Expenditure		20		1
60306	12/21/15	BLAKI010 BLAKINGER THOMAS PC							70
15-01662	1	prof.serv thru 11/30	2,091.00	01-414-314-001 Legal Expenses General Counsel	Expenditure		100		1
15-01662	2	prof.serv thru 11/30	3,110.38	01-401-314-000 Legal Services	Expenditure		101		1
15-01662	3	prof.serv thru 11/30	68.00	01-403-314-000 Legal Services	Expenditure		102		1
15-01662	4	prof.serv thru 11/30	722.00	01-401-314-001 Legal Services-Sewer	Expenditure		103		1
			<u>5,991.38</u>						
60307	12/21/15	BUTLE005 BUTLER MECHANICAL SERVICE LLC							70
15-01678	1	Oaks/SoudersPS:bad heater	1,743.30	08-429-374-001 Generator Preventative Maintenance	Expenditure		123		1
60308	12/21/15	CAPIT005 CAPITAL TRISTATE ELECT. DISTR.							70
15-01619	1	dim fuses	47.44	08-429-241-000 Operating Supplies	Expenditure		21		1
15-01619	2	ballasts,lamps,wireconnectors	185.12	01-409-236-000 Building Supplies	Expenditure		22		1
15-01619	3	fluroscent lamps	57.06	01-409-236-000 Building Supplies	Expenditure		23		1
			<u>289.62</u>						
60309	12/21/15	CENTR005 CENTRAL PENN BUSINESS JOURNAL							70
15-01620	1	1 yr renewal	64.95	01-401-420-000 Dues, Subscription, Memberships	Expenditure		24		1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
60310	12/21/15	CITY0015 CITY OF LANCASTER							70
15-01621	1	2121 Waterford 8/17-11/24	21.14	08-429-365-001	Expenditure		25		1
				Water - Pumping Stations					
60311	12/21/15	COMMP035 COMM/PA-USTIF							70
15-01674	1	StaufferRunPS/underground tank	92.50	08-429-372-000	Expenditure		117		1
				Collection System - Repair & Maintenance					
60312	12/21/15	DANIE010 DANIEL K KING & ELIZABETH KING							70
15-01622	1	refund #12-10	2,000.00	2012-10	Project		26		1
				DANIEL KING-REFUND					
60313	12/21/15	DYNAT005 DYNATECH CONTROLS INC							70
15-01653	1	1Q16 Prev.Maint Contract	1,950.00	01-409-373-000	Expenditure		90		1
				Building repair & Maintenance Serv					
60314	12/21/15	EAWAE005 E. A. WAETJEN INC							70
15-01626	1	2015 annual hosting software	900.00	01-410-465-000	Expenditure		30		1
				Computer Licenses (Beast and Symantec)					
15-01626	2	11/13 SC/door panic strike	1,892.00	01-409-373-000	Expenditure		31		1
				Building repair & Maintenance Serv					
			<u>2,792.00</u>						
60315	12/21/15	EMKUT005 E. M. KUTZ INC							70
15-01664	1	tarp w/bungee	183.00	01-430-451-000	Expenditure		105		1
				vehicle Repair and Maintenance					
60316	12/21/15	EXETE005 EXETER SUPPLY CO INC							70
15-01623	1	6" sdr 35 pipe	929.60	08-429-372-000	Expenditure		27		1
				Collection System - Repair & Maintenance					
60317	12/21/15	FISHE005 FISHER AUTO PARTS							70
15-01624	1	windshield washer fluid	30.00	01-430-451-000	Expenditure		28		1
				vehicle Repair and Maintenance					
60318	12/21/15	GROVE005 GROVE MILLER ENGINEER INC							70
15-01666	1	gme inv#6651515,#15-15TangerEX	701.30	2015-15	Project		107		1
				TANGER OUTLETS EXPANSION					
15-01666	2	gme#6652202,#2205LHE,2205LHE	594.12	2205LHE	Project		108		1
				2205 LINCOLN HWY EAST-LDP					
			<u>1,295.42</u>						
60319	12/21/15	HFTIR005 H & F TIRE SERVICE							70
15-01656	1	PD/tires	224.00	01-410-451-000	Expenditure		94		1
				vehicle Repair and Maintenance					
60320	12/21/15	HURST005 HURST'S TIRE SERVICE INC.							70
15-01499	1	tires	224.00	01-410-451-000	Expenditure		1		1
				vehicle Repair and Maintenance					
15-01499	3	tires	366.72	01-410-451-000	Expenditure		2		1
				vehicle Repair and Maintenance					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
60320		HURST'S TIRE SERVICE INC.							
15-01499	4	PD/tires	259.15	01-410-451-000	Expenditure		3		1
				Vehicle Repair and Maintenance					
			<u>849.87</u>						
60321	12/21/15	JEANN005 JEANNE L. GLICK							70
15-01665	1	reimb/licenses fee:Glick	100.00	01-401-420-000	Expenditure		106		1
				Dues, Subscription, Memberships					
60322	12/21/15	JOHNR005 JOHN R. LANDIS JR/SNAP ON TOOL							70
15-01627	1	pivot light	62.96	01-430-260-000	Expenditure		32		1
				Minor Equipment					
60323	12/21/15	JOURN005 JOURNAL MULTIMEDIA CORPORATION							70
15-01667	1	ad, 12/10 ZHB	203.00	01-414-341-000	Expenditure		109		1
				Advertising					
60324	12/21/15	KENNE005 KENNETH CROUSE							70
15-01663	1	2015 HRA Reimb	372.91	01-410-196-000	Expenditure		104		1
				Health Insurance					
60325	12/21/15	LANCA075 LANCASTER COUNTY PSTC							70
15-01668	1	2015 firing range usage 61 hrs	1,037.00	01-410-242-000	Expenditure		110		1
				Weapons and Ammunition					
60326	12/21/15	LBWAT005 L/B WATER SERVICE INC							70
15-01628	1	WaterfordPS/Frost Free Hydrant	175.00	08-429-373-001	Expenditure		33		1
				Building - Pump Stations					
60327	12/21/15	LEFFL005 LEFFLER ENERGY							70
15-01669	1	12/4 biodiesel, 308 gal	499.98	08-429-232-000	Expenditure		111		1
				Vehicle Fuel - Diesel					
60328	12/21/15	LOWES005 LOWES							70
15-01670	1	coupling, boiler dr	9.18	08-429-373-001	Expenditure		112		1
				Building - Pump Stations					
15-01670	2	cement	42.70	08-429-241-000	Expenditure		113		1
				Operating Supplies					
			<u>51.88</u>						
60329	12/21/15	MANNI005 MANNION ENTERPRISES							70
15-01629	1	radio reprogramming	160.00	01-430-327-000	Expenditure		34		1
				Radio Equip Maint.					
15-01629	2	radio reprogramming	160.00	08-429-327-000	Expenditure		35		1
				Radio Equipment Maintenance					
			<u>320.00</u>						
60330	12/21/15	METZL005 METZLER MOWER SALES & SERVICE							70
15-01630	1	scag mowers element air clean	11.75	01-454-374-000	Expenditure		36		1
				Repair and Maintenance - Equipment					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Ref Num
PO #	Item	Description							Acct
60331	12/21/15	MISTE005 CAR WASH PARTNERS							70
15-01631	1	11/15 car wash stmt	17.92	01-410-451-000	Expenditure		37	1	
				Vehicle Repair and Maintenance					
60332	12/21/15	MTTRU005 M & T TRUCK & AUTO REPAIR							70
15-01632	1	Tk#1 rear oil leak/rep. seal	246.66	01-430-451-000	Expenditure		38	1	
				Vehicle Repair and Maintenance					
60333	12/21/15	MURRA005 MURRAY SECURUS							70
15-01671	1	'16 Bond renew/Hutch	580.00	01-401-353-000	Expenditure		114	1	
				Treasurer's Bond					
60334	12/21/15	MYGOV005 MYGOV LLC							70
15-01633	1	12/15 stmt	900.00	01-407-452-001	Expenditure		39	1	
				Software Support					
60335	12/21/15	NATLM005 NAT'L MEDICAL SERVICES INC							70
15-01672	1	11/15 stmt testing	684.00	01-410-317-000	Expenditure		115	1	
				Miscellaneous Services					
60336	12/21/15	NIKOL005 NIKOLAUS & HOHENADEL LLP							70
15-01673	1	prof.service/TangerCUHearing	1,897.50	01-414-314-000	Expenditure		116	1	
				Legal Services					
60337	12/21/15	NORTH005 NORTHERN SAFETY CO INC							70
15-01654	1	disposable coveralls	417.18	08-429-241-000	Expenditure		91	1	
				Operating Supplies					
60338	12/21/15	PACHI005 PA CHIEFS OF POLICE ASSOC.							70
15-01657	1	'16 Accreditation Fee	1,000.00	01-410-420-000	Expenditure		95	1	
				Dues, Subscriptions, Memberships					
60339	12/21/15	PADEP005 PA DEPT COMMUNITY & ECON DEV							70
15-01675	1	1Q15 permits 12728-12861	328.00	01-413-450-000	Expenditure		118	1	
				State Permit Fees					
15-01675	2	2Q15 permits 12862-13011	380.00	01-413-450-000	Expenditure		119	1	
				State Permit Fees					
15-01675	3	3Q15 permits 13012-13126	288.00	01-413-450-000	Expenditure		120	1	
				State Permit Fees					
			<u>996.00</u>						
60340	12/21/15	PENNS030 PENNSYLVANIA ONE CALL SYSTEM							70
15-01634	1	11/15 faxes	609.21	01-401-317-000	Expenditure		40	1	
				Miscellaneous Services					
60341	12/21/15	PEQUE005 PEQUEA ALTERNATOR & STARTER							70
15-01635	1	Tk#2 battery	232.15	01-430-451-000	Expenditure		41	1	
				Vehicle Repair and Maintenance					
60342	12/21/15	PORTE005 PORTER LEE CORP							70
15-01636	1	'16 support BEAST barcode	794.00	01-410-465-000	Expenditure		42	1	
				Computer Licenses (Beast and Symantec)					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
60343	12/21/15	PPLE005 PP&L ELECTRIC UTILITIES							70
15-01638	1	electric 11/3-12/3 st lt fd	7,653.20	02-434-361-000 Electricity	Expenditure		44		1
60344	12/21/15	PPLE015 PP&L ELECTRIC UTILITES CORP							70
15-01637	1	electric 11/3-12/3 st lt gn fd	2,496.35	01-434-361-000 Electricity-Street Lighting	Expenditure		43		1
60345	12/21/15	PREMI005 PREMIER COMMUNICATIONS							70
15-01639	1	12/15 stmt	400.54	01-410-321-000 Telephone	Expenditure		45		1
15-01639	2	12/15 stmt	341.20	01-401-321-000 Telephone	Expenditure		46		1
			<u>741.74</u>						
60346	12/21/15	RAGNA005 RAGNASOFT INC							70
15-01676	1	Renew PlanIt Subscription	1,125.00	01-407-452-001 Software Support	Expenditure		121		1
60347	12/21/15	SERVI005 SERVICE SUPPLY CORPORATION							70
15-01640	1	nozzle,temp gauge/oil kettle	226.98	01-430-374-000 Mach. And Equip. Repairs and Maint.	Expenditure		47		1
60348	12/21/15	SOUTH005 SouthJerseyEnergy Lockbox#6471							70
15-01641	1	gas service 9/23-10/22,TwpBldg	323.55	01-409-362-000 Natural Gas	Expenditure		48		1
15-01641	2	gas service 9/23-10/22,PW Bldg	163.64	08-429-362-000 Gas- Public Works Bldg	Expenditure		49		1
15-01641	3	gas service 9/23-10/22,PW Bldg	163.65	01-430-362-000 Gas	Expenditure		50		1
			<u>650.84</u>						
60349	12/21/15	STEFF005 STEFFY'S GARAGE INC				12/21/15 VOID			0
60350	12/21/15	STEFF005 STEFFY'S GARAGE INC							70
15-01642	1	'14Chrgr#16,service,brakes	698.99	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		51		1
15-01642	2	'13Chrgr#6, insp,serv,tiremt	440.37	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		52		1
15-01642	3	'13Chrgr#6,tow,heater hose	344.31	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		53		1
15-01642	4	'12Chrgr#17,serv,fuel inject	203.38	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		54		1
15-01642	5	'07Exp#9,serv,broken window	446.94	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		55		1
15-01642	6	'08Chrgr#19,serv	30.73	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		56		1
15-01642	7	'06Exp#19,serv,tiremt,wipers	144.49	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		57		1
15-01642	8	'04Taurus#2,serv,spkplug,igncl	575.15	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		58		1
15-01642	9	'12Chrgr#14,serv	21.95	01-410-451-000 Vehicle Repair and Maintenance	Expenditure		59		1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
60350		STEFFY'S GARAGE INC					
		Continued					
15-01642	10	'12Avenger#11,serv	21.95	01-410-451-000	Expenditure		60 1
				Vehicle Repair and Maintenance			
15-01642	11	'12Chrgr#14,cams,wtrpump,gaskt	1,634.06	01-410-451-000	Expenditure		61 1
				Vehicle Repair and Maintenance			
15-01642	12	'13Exp#8,headlight bulb&socket	119.56	01-410-451-000	Expenditure		62 1
				Vehicle Repair and Maintenance			
15-01642	13	'96ChevyTk#15,battery tender	49.99	01-410-451-000	Expenditure		63 1
				Vehicle Repair and Maintenance			
15-01642	14	'12Chrgr#17,serv,insp,struts	973.25	01-410-451-000	Expenditure		64 1
				Vehicle Repair and Maintenance			
15-01642	15	'14Exp#4,headlight bulb	81.24	01-410-451-000	Expenditure		65 1
				Vehicle Repair and Maintenance			
			<u>5,786.36</u>				
60351	12/21/15	STEPH015 STEPHEN L. FAZEKAS					70
15-01625	1	'15 Equip Reimb	200.00	01-410-238-000	Expenditure		29 1
				Clothing and Uniforms			
60352	12/21/15	TELC0005 TELCO INC					70
15-01677	1	inv#25268,Rt30&greenland	1,074.50	01-433-372-000	Expenditure		122 1
				Maintenance/Repairs- Traffic signals			
60353	12/21/15	TERMI005 TERMINIX INTERNATIONAL INC					70
15-01643	1	11/30 pesticide service,Twp	111.00	01-409-373-000	Expenditure		66 1
				Building repair & Maintenance Serv			
15-01643	2	11/30 pesticide service,PW	42.00	08-429-373-000	Expenditure		67 1
				Public works bldg			
15-01643	3	11/30 pesticide service,PW	42.00	01-430-373-000	Expenditure		68 1
				Bldg. Repair and Maintenance			
			<u>195.00</u>				
60354	12/21/15	THETU005 THE TURF TRADE					70
15-01644	1	glyphosate	359.00	01-454-241-000	Expenditure		69 1
				Materials/Supplies			
60355	12/21/15	TRACT005 TractorSupplyCo #XXXXXX133211					70
15-01645	1	rubber boots & antifreeze	2.50	01-454-372-000	Expenditure		70 1
				Repair and Maintenance - Parks			
15-01645	2	rubber boots & antifreeze	21.99	01-409-260-000	Expenditure		71 1
				Minor Equipment/Small tools			
			<u>24.49</u>				
60356	12/21/15	TRITE005 TRITECH FORENSICS INC					70
15-01658	1	heroin drug test kits	44.00	01-410-225-000	Expenditure		96 1
				Laboratory Supplies			
60357	12/21/15	TWTRA005 T&W TRAFFIC CONTROL					70
15-01646	1	2sided street name sign	119.70	01-433-245-000	Expenditure		72 1
				Sign, Posts & Hardware			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
60357		T&w TRAFFIC CONTROL							
		Continued							
15-01646	2	YODOCK Wtr Bar/InsClm#21581272	845.00	01-433-245-000	Expenditure		73	1	
				Sign, Posts & Hardware					
			<u>964.70</u>						
60358	12/21/15	UGIUT005 UGI UTILITIES							70
15-01647	1	gas service 10/22-11/23 Twp	30.06	01-409-362-000	Expenditure		74	1	
				Natural Gas					
60359	12/21/15	UNIFI005 UNIFIRST CORPORATION							70
15-01648	1	12/3 uniforms	106.98	08-429-238-000	Expenditure		75	1	
				Uniform Cleaning					
15-01648	2	12/3 uniforms	106.98	01-430-238-000	Expenditure		76	1	
				Uniform Cleaning					
15-01648	3	12/3 uniforms	23.48	01-454-238-000	Expenditure		77	1	
				Uniform Cleaning					
15-01648	4	12/3 uniforms	23.48	01-409-238-000	Expenditure		78	1	
				Uniform Cleaning					
15-01648	5	12/10 uniforms	23.48	01-409-238-000	Expenditure		79	1	
				Uniform Cleaning					
15-01648	6	12/10 uniforms	23.48	01-454-238-000	Expenditure		80	1	
				Uniform Cleaning					
15-01648	7	12/10 uniforms	106.98	01-430-238-000	Expenditure		81	1	
				Uniform Cleaning					
15-01648	8	12/10 uniforms	106.98	08-429-238-000	Expenditure		82	1	
				Uniform Cleaning					
			<u>521.84</u>						
60360	12/21/15	VERIZ005 VERIZON							70
15-01649	1	397-6431 serv 11/16-12/15	37.74	01-433-321-002	Expenditure		83	1	
				Closed Loop Phone-Bridgeport					
15-01649	2	390-0805 serv 11/22-12/21	32.68	01-433-321-001	Expenditure		84	1	
				Closed Loop Phone-walmart					
15-01649	3	290-1541 serv 12/1-12/31	36.49	08-429-321-000	Expenditure		85	1	
				Telephone Waterford/SCADA					
			<u>106.91</u>						
60361	12/21/15	WATER010 WATER TREATMENT BY DESIGN							70
15-01650	1	SC:Serv&CorrisonWtrClosedLoop	250.00	01-409-373-000	Expenditure		86	1	
				Building repair & Maintenance Serv					
60362	12/21/15	ZIMME010 ZIMMERMAN'S HDWR & VARIETY INC							70
15-01651	1	Tk#16 hairpins for sign puller	8.64	01-430-374-000	Expenditure		87	1	
				Mach. And Equip. Repairs and Maint.					

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	66	1	56,468.92	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>66</u>	<u>1</u>	<u>56,468.92</u>	<u>0.00</u>

Range of Checking Accts: P-CARD to P-CARD Range of Check Ids: 151101 to 151101
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
151101	12/07/15	BMOHA005 BMO HARRIS BANK NA #6708							69
15-01589	1	MC:title/Frankford	45.00	08-429-317-000 Miscellaneous Services	Expenditure		1		1
15-01590	1	MC:Rt30Lunch/Nelson	153.46	01-401-220-000 General Supplies	Expenditure		2		1
15-01591	1	MC:KeylorFlowers/Fritz	46.62	01-401-220-000 General Supplies	Expenditure		3		1
15-01592	1	MC:aluminum oxide/Frankford	102.88	08-429-374-000 Equipment - Repair & Maintenance	Expenditure		4		1
15-01593	1	MC:mail organizer/Nelson	50.87	01-401-210-000 Office Supplies	Expenditure		5		1
15-01594	1	MC:Bresch Pest Lic/Nelson	10.00	01-430-420-000 Dues, Subscription, Memberships	Expenditure		6		1
15-01594	2	MC:Twp Pest Lic/Nelson	35.00	01-430-420-000 Dues, Subscription, Memberships	Expenditure		7		1
15-01595	1	MC:calendars,binders/Nelson	506.43	01-401-210-000 Office Supplies	Expenditure		8		1
15-01596	1	MC:RenewOffice365AllAcct/Shirk	1,068.00	01-407-452-001 Software Support	Expenditure		9		1
15-01597	1	MC:10/15offiiceLicFee/Shirk	21.00	01-407-452-001 Software Support	Expenditure		10		1
15-01598	1	MC:Trng-Gehr/Bowman	669.60	01-410-461-000 Training	Expenditure		11		1
15-01599	1	MC:10/20-11/19 internet/Shirk	134.90	01-407-325-000 Internet	Expenditure		12		1
15-01600	1	MC:10/26-11/25internet/Bowman	127.63	01-410-329-000 County Computer System	Expenditure		13		1
15-01601	1	MC:11/15-10/16Dues/Glick	190.00	01-401-420-000 Dues, Subscription, Memberships	Expenditure		14		1
15-01602	1	MC:11/9BOSBudgetMeal/Nelson	62.05	01-401-220-000 General Supplies	Expenditure		15		1
15-01603	1	MC:WileFlowers/Fritz	55.10	01-401-220-000 General Supplies	Expenditure		16		1
15-01604	1	MC:10/24-11/23modems/Treier	328.28	01-410-324-000 Communications - Cellular	Expenditure		17		1
15-01605	1	MC:10/23-11/24cells/Treier	54.64	01-401-324-000 Cellular	Expenditure		18		1
15-01605	2	MC:10/23-11/24cells/Treier	27.85	01-454-324-000 Cellular phones	Expenditure		19		1
15-01605	3	MC:10/23-11/24cells/Treier	54.64	01-407-324-000 Cellular	Expenditure		20		1
15-01605	4	MC:10/23-11/24cells/Treier	40.01	01-446-324-000 Cellular	Expenditure		21		1
15-01605	5	MC:10/23-11/24cells/Treier	573.61	01-410-324-000 Communications - Cellular	Expenditure		22		1
15-01605	6	MC:10/23-11/24cells/Treier	137.83	01-430-324-000 Cellular Phones	Expenditure		23		1
15-01605	7	MC:10/23-11/24cells/Treier	214.46	08-429-324-000 Cellular Phone	Expenditure		24		1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Num Acct
151101	BMO HARRIS	BANK NA #6708						
								Continued
15-01606	1	MC:part-flush trailer/Frankfod	21.50	08-429-374-000	Expenditure		25	1
				Equipment - Repair & Maintenance				
15-01607	1	MC:lyrAutoRenewAccess/Frankfod	99.00	08-429-241-000	Expenditure		26	1
				Operating Supplies				
15-01608	1	MC:cleaning supply/Thomas	158.93	01-409-236-000	Expenditure		27	1
				Building Supplies				
15-01609	1	MC:dog waste bags/Nelson	277.44	01-454-241-000	Expenditure		28	1
				Materials/Supplies				
15-01610	1	MC:air fresheners/Nelson	69.94	01-409-236-000	Expenditure		29	1
				Building Supplies				
15-01611	1	MC:zoning safety supply/Nelson	33.51	01-414-210-000	Expenditure		30	1
				Materials and Supplies				
15-01611	2	MC:office supply/Nelson	108.55	01-401-210-000	Expenditure		31	1
				Office Supplies				
15-01611	3	MC:toner,supply/Nelson	93.57	01-401-210-000	Expenditure		32	1
				Office Supplies				
15-01612	1	MC:park signs,liners/Brooks	150.68	01-454-241-000	Expenditure		33	1
				Materials/Supplies				
15-01613	1	MC:recycling liners/Nelson	133.01	01-409-236-000	Expenditure		34	1
				Building Supplies				
			<u>5,855.99</u>					

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	<u>1</u>	<u>0</u>	5,855.99	0.00
Direct Deposit:	<u>0</u>	<u>0</u>	0.00	0.00
Total:	<u>1</u>	<u>0</u>	<u>5,855.99</u>	<u>0.00</u>



Welcome to the Pennsylvania Local Government Investment Trust

Managed by PFM Asset Management LLC



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- ▶ Reports
- ▶ Transactions
- ▶ Tools / Forms



- Purchases
 - Initiate ACH Purchase
 - Single Entry Form
 - Multi-entry Form
 - Flexible Batch Form
 - Wire Purchase Notify
- Redemptions
 - Initiate ACH Redemption
 - Single Entry Form
 - Multi-entry Form
 - Flexible Batch Form
 - Initiate Wire Redemption
- Transfers
 - Transfer
 - Exchange
- Miscellaneous
 - Stop Payment Request
 - Pending Trans Manager

Transactions - Transaction Complete

Please print this page for your records.

The reference number for this transaction is: 2199405

Transaction Type	ACH Redemption
Entry Date	12/10/2015
Transaction Date	12/14/2015
Account	[REDACTED] - GENERAL FUND
Investment Type	PLGIT - Class
ACH Instruction	M & T Bank - [REDACTED]
Amount	\$2,362.51

APPROVED BOS MTG 12/21/2015

SIGNATURE 1: [Signature]

SIGNATURE 2: [Signature]

ICMA
PR# 25

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Pennsylvania Local Government Investment Trust

Daily Confirmation of Activity as of December 7, 2015

East Lampeter Township
GENERAL FUND

Account # [REDACTED]
Account Activity

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
PLGIT - Class					
Opening Balance	12/07/15	P-Card Debit - November 2015	1.00	(5,855.99)	177,237.60
Closing Balance					183,093.59

Approved 1505 12/21/15 meetings.

Signature 1:

Signature 2:



PFM Asset Management LLC

NVA

NATIONAL VISION ADMINISTRATORS, LLC. (973) 574 - 2400

*12/11/15
set up acct
EFP/617 TO
P Morgan
AL 6072*

CLAIM INVOICE

CUSTOMER NO: [REDACTED]
INVOICE NO: 5052491

KATHY TREIER
EAST LAMPETER-TWP
2250 OLD PHILADELPHIA PIKE
LANCASTER, PA 17602

RECEIVED
DEC - 7 2015
EAST LAMPETER TOWNSHIP

--- 12-1-2015 CHARGES, FEES AND ADJUSTMENTS For The Month Of :November

CHARGE DESCRIPTION	COUNT	AMOUNT
VISION CLAIMS PROCESSED CYCLE 1	1	\$28.00
VISION CLAIMS PROCESSED CYCLE 2	0	\$0.00
MONTHLY CLAIM SUBTOTAL:	1	\$28.00
ASO - CONTRACT COUNT		\$71.25

APPROVED BOS MTG 12/21/2015
SIGNATURE 1: *[Signature]*
SIGNATURE 2: *[Signature]*

Monthly Total = \$99.25

--- PAYMENT DUE DATE: DUE UPON RECEIPT *** PAY THIS AMOUNT : \$99.25

Please contact Collections @ 973-574-2549 if you have past due balances that you have not yet paid.

BALANCES:	Total	Current	31 - 60 Days	61 - 90 Days	Over 90 Days
	\$99.25	\$99.25	\$0.00	\$0.00	\$0.00

Please enclose a copy of this invoice with your remittance.

(return this portion with payment)	National Vision Administrators Remittance Advice	(return this portion with payment)
INVOICE NO: 5052491		PAYMENT DUE DATE: DUE UPON RECEIPT
CUSTOMER NO: [REDACTED]		AMOUNT DUE: \$99.25
INVOICE DATE: 12-1-2015		AMOUNT REMITTED: \$ _____

** Please Remit to : National Vision Administrators, LLC, P.O. Box 28144, New York, NY 10087-8144

** ACH Instructions : JPMorgan Chase Bank, ABA# [REDACTED] Account# [REDACTED]