



UPPER UWCHLAN TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING

AGENDA  
April 17, 2017  
7:00 p.m.

- I. CALL TO ORDER
  - A. Salute to the Flag
  - B. Moment of Silence
- II. APPROVAL OF MINUTES: March 20, 2017 5:00 p.m. Board of Supervisors Workshop  
March 20, 2017 7:00 p.m. Board of Supervisors Meeting
- III. APPROVAL OF PAYMENTS
- IV. TREASURER'S REPORT
- V. SUPERVISORS' REPORT
  - A. An Executive Session was held March 20, 2017 regarding a legal matter.
  - B. Calendar:
    - April 23-26, 2017 Annual Pennsylvania State Association of Township Supervisors' (PSATS) Educational Conference in Hershey
    - April 26, 2017 7:00 p.m. Zoning Hearing Board – Applicant: Nica
    - May 9, 2017 4:00 p.m. Board of Supervisors Workshop
    - May 15, 2017 7:00 p.m. Board of Supervisors Meeting
    - May 29, 2017 Office Closed ~ Memorial Day
    - June 17, 2017 6:00 p.m. 9<sup>th</sup> Annual Upper Uwchlan Township Block Party on Route 100

Yard Waste Collections: April 19, April 26, May 10, May 17  
Do not use plastic bags for yard waste as these materials will be composted. Place materials curbside the night before to guarantee collection. Use biodegradable bags or open containers (without lids).
- VI. ADMINISTRATION REPORTS
  - A. Township Engineer's Report
  - B. Building and Codes Department Report
  - C. Police Chief's Report
  - D. Public Works Department Report
- VII. LAND DEVELOPMENT
  - A. McHugh Minor Subdivision Sewage Facilities Planning Module - Authorize Submission to Pennsylvania Department of Environmental Protection
  - B. Escrow Release Request – Toll Brothers Ewing Tract in West Vincent Township  
Sewer Escrow \$57,698.34 - Consider Approval
- VIII. ADMINISTRATION
  - A. 2017 Road Materials – Award Contract(s)
  - B. Struble Trail / Dorlan Mill Road Pedestrian Crossing – Consider Approval to Submit PennDOT TE-160 Application
- IX. OPEN SESSION
- X. ADJOURNMENT



Upper Uwchlan Township  
Board of Supervisors Workshop  
March 20, 2017  
5:00 p.m.  
Minutes  
**DRAFT**

In attendance:

Kevin Kerr, Chair

Jamie Goncharoff, Vice-Chair  
(Via Conference Call)

Guy Donatelli, Member

Cary Vargo, Township Manager

Shanna Lodge, Assistant Township Manager

John DeMarco, Police Chief

Gwen Jonik, Township Secretary

Al Gaspari, Codes Administrator

Kevin Kerr called the Workshop to order at 5:06 p.m. The Workshop was rescheduled for today due to last Tuesday's (March 14, 2017) snow storm.

Glenmoore/Eagle Youth Association (GEYA) – Field Use and Fees - Discussion

Bob Armstrong, President of GEYA Baseball, was in attendance requesting the Township consider a reduction (by half) in the field use fees charged to GEYA for their use of 3 baseball fields in Hickory Park. Mr. Armstrong commented that: Upper Uwchlan has the highest field fees in their whole district; other local youth associations charge lower field fees, resulting in lower per player fees (@ \$125/player) and causing decreased enrollment in GEYA's Little League baseball program; GEYA has invested sweat equity into Hickory Park which should be considered; GEYA has had a long-standing relationship with Upper Uwchlan that they'd like to continue.

Kevin Kerr and Guy Donatelli agreed that GEYA's baseball program, and other sports, are important to the Community. Discussion included: the Township's fee schedule is not customized by organization and isn't to turn a profit; the Township researched other local field use fees and we aren't out of line; the Supervisors respect the organization's perspective; if GEYA's rates are discounted, rates across the board would be reduced; is GEYA's soccer enrollment stable; the Township is also interested in maintaining the relationship; the current Season fee for use of 3 fields would be \$14,400; Mr. Armstrong requested the annual fee for 3 fields at Hickory Park be reduced to \$6,000; they are also trying to combine efforts with the GEYA Soccer program. Mr. Armstrong was not sure of the exact number of players that were Upper Uwchlan residents but believes they are the majority of the players.

The Board of Supervisors will take GEYA's request under consideration for next year. The Board commented that if GEYA tightens up their schedule and actual field use, perhaps charging the hourly fee would work out to be less expensive than the season fee.

Police Department Strategic Plan Presentation

Chief DeMarco presented an outline for developing a Strategic Plan for the Police Department. The Department continually works to build positive relationships in the Community by: evaluating the level of services provided and expected; attending training, which helps address the needs of our diverse population; providing programs and educational opportunities that improve the quality of life for the residents. The Department will work on the Strategic Plan with the Board of Supervisors, Staff, Officers, and through community surveys and planning sessions. The Department encourages residents to follow their "Upper Uwchlan Police Department" Facebook page.

### Keeping of Chickens – Draft Ordinance - Discussion

Cary Vargo thanked the Planning Commission, Al Gaspari and Gwen Jonik for their efforts in drafting an Ordinance that would allow residents of single-family dwellings to keep a small number of female chickens while limiting the potential adverse impacts on surrounding properties. The current draft allows for a certain number of chickens based on zoning districts and Lot size; roosters are prohibited; chickens must be sheltered/contained and not allowed to run at large; a permit is required for the shelter to assure compliance with zoning; and no one is 'grandfathered'. The Board of Supervisors and the Planning Commission did not want to over-regulate and this draft has been simplified considerably from the original. The Planning Commission recommended the Ordinance move toward adoption. The Ordinance will be prepared for the Board to authorize its advertisement in April.

### Township Manager's Report

Cary Vargo provided an update of the following projects:

Shanna Lodge has been working with Al Gaspari and Lindsay Haines to update the Field Use Policy;

Sunoco has begun their Mariner II pipeline project. ARRB has completed the pre-construction assessment of the roadways that will be affected by the project;

Shanna Lodge has started the Township website redesign project;

Jill Bukata has begun the data input for the financial dashboard which will give the capability of reviewing financial information from the website;

McKee-Milford Associates have submitted Land Development Plans for the Feters Property;

The Auditors completed their field work last Friday;

Park Road Trail Phase IV - McMahon Associates is moving along with the utility pole relocation prep work. Easements and rights-of-way had been discussed previously with property owners and can now be executed and rights-of-way purchased;

The Pottstown Pike and Graphite Mine Road swap with PennDOT will be under review shortly; Construction activity has begun on the Village trail connections;

Steve McNaughton asked if Sunoco had paid the Township for the Mariner II project. Cary Vargo replied they acquired the rights-of-way last year.

### Open Session

Kevin Kerr asked the Staff to look into a Delayed Retirement Plan (DROP) for the Public Works Department that is similar to the Police Department, and also to look into a tiered reimbursement program for college courses, rather than 100% reimbursement.

Kevin Kerr announced the next Workshop is scheduled for April 11, 2017.

### Adjournment

There being no further business to be brought before the Board, Kevin Kerr adjourned the Workshop at 6:32 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS  
MEETING

March 20, 2017  
7:00 p.m.

**DRAFT**

In Attendance:

Board of Supervisors

Kevin C. Kerr, Chair  
Jamie W. Goncharoff, Vice-Chair  
(participated by conference call)  
Guy A. Donatelli, Member

Township Administration

Cary B. Vargo, Township Manager  
Shanna Lodge, Assistant Township Manager  
Gwen A. Jonik, Township Secretary  
Jill Bukata, Township Treasurer  
John DeMarco, Police Chief  
Al Gaspari, Codes Administrator  
Dave Leh, P.E., Township Engineer

Mr. Kerr called the meeting to order at 7:02 p.m., led the Pledge of Allegiance, offered a moment of silence, and announced Mr. Goncharoff would be participating via telephone.

Approval of Minutes

Mr. Donatelli moved, seconded by Mr. Goncharoff, to approve as presented the minutes of the February 14, 2017 Board of Supervisors Workshop and the February 21, 2017 Board of Supervisors Meeting. The Motion carried unanimously.

Approval of Payments

Mr. Donatelli moved, seconded by Mr. Goncharoff, to approve the payments to all vendors as listed March 16, 2017. The Motion carried unanimously.

Treasurers Report

Jill Bukata reported the Township's financial position continues to be strong; year-to-date revenue is at 13.0% of budget; expenses are at 12.8% of budget. Mrs. Bukata requested the Board's approval to transfer \$950,000 from the General Fund to the Capital Fund, as budgeted for anticipated expenses for the Village trail connection project and the delivery of the street sweeper/vacuum truck and 10-wheel dump truck. Mr. Donatelli moved, seconded by Mr. Goncharoff, to authorize the transfer of \$950,000 from the General Fund to the Capital Fund. The Motion carried unanimously.

Steve McNaughton asked several questions regarding the financial reports, which Mrs. Bukata will answer during the week.

Supervisor's Report

Mr. Kerr advised that the Board met earlier this evening with longtime resident Patti Spackman who is interested in serving on the Historic Commission. Mr. Goncharoff moved, seconded by Mr. Donatelli, to appoint Ms. Spackman to the Historic Commission, filling a mid-term vacancy, which will expire December 31, 2018. The Motion carried unanimously.

Mr. Kerr read the following calendar: April 11, 2017 4:00 p.m. Joint Boards and Commissions Workshop; April 14, 2017 Office Closed – Good Friday; April 17, 2017 7:00 p.m. Board of Supervisors Meeting; April 23-26, 2017 Annual Pennsylvania State Association of Township

Supervisors' Educational Conference in Hershey; June 17, 2017 6:00 p.m. 9<sup>th</sup> Annual Upper Uwchlan Township Block Party on Route 100; yard waste collections are March 22 (postponed from March 15 due to snow) April 5, 12, 19, and 26.

## ADMINISTRATION REPORTS

### Township Engineer's Report

Dave Leh reported that the Township has received preliminary land development plans for the McKee-Fetters project, which will be reviewed by Consultants for the Planning Commission's April 13, 2017 meeting; revised land development plans for the Marsh Lea project are expected in the near future.

### Building and Codes Department Report

Al Gaspari reported that 30 building permits were issued in February, totaling \$6,200 in permit fees; Sunoco's Mariner II project is beginning with hydrostatic testing of existing lines on March 27; ACME's restaurant project is moving along; the Struble Trail parking lot improvements are under construction; and a Zoning Hearing Board application was received for scheduling in April.

### Police Chief's Report

Chief DeMarco reported that the Department logged 999 complaints last month, including 19 reported crimes, 8 arrests; reminded residents to check the *Upper Uwchlan Police Department* Facebook page for information and updates, such as during the snow storm; and the Department will be holding a free firearms safety class April 19, 2017.

### Public Works Department Report

Cary Vargo reported that 89 work orders were submitted in February, and 83 were completed; the Department completed regular routine maintenance of facilities and vehicles, and delivery of the 10-wheel dump truck and sweeper/vacuum truck are expected in April. Mr. Goncharoff thanked the Staff for the Electronics Waste Recycling Event held last week.

### Land Development

Cary Vargo advised that Toll Brothers requested an escrow release #2 for the sanitary sewer infrastructure related to Ewing Tract "Carriage Homes South" in West Vincent Township. ARRO reviewed the request and recommends a \$16,237.72 release. Mr. Donatelli moved, seconded by Mr. Goncharoff, to release \$16,237.72 as recommended by ARRO. The Motion carried unanimously.

Dave Leh advised that Toll Brothers requested an escrow release #3 for general site work at the Reserve at Chester Springs. Gilmore reviewed the request and recommends a \$702,014.22 release. Mr. Donatelli moved, seconded by Mr. Goncharoff, to release \$702,014.22 as recommended by Gilmore. The Motion carried unanimously.

Mr. Vargo advised that Toll Brothers requested an escrow release #3 for sanitary sewer work for the Reserve at Chester Springs. ARRO reviewed the request and recommends a \$91,727.23 release. Mr. Goncharoff moved, seconded by Mr. Donatelli, to release \$91,727.23 as recommended by ARRO. The Motion carried unanimously.

## ADMINISTRATION

Cary Vargo reported that as required, the Township Emergency Management Planning Commission periodically updates the Township's Emergency Operations Plan -- mainly updating the contacts for resources and a few new contacts for current businesses -- and re-affirms the National Incident Management System (NIMS) as the basis for our emergency responses.

Mr. Goncharoff moved, seconded by Mr. Donatelli, to adopt Resolution #03-21-17-02 which approves the updated Township Emergency Operations Plan and Resolution #03-21-17-03 which reaffirms NIMS as the Township's emergency management base. The Motion carried unanimously.

Cary Vargo explained that Windsor Christian School is upgrading the "School Zone" stationary sign to a flashing sign on Ticonderoga Boulevard and PennDOT requires the Township to sign the Application. Mr. Donatelli asked who will own and maintain the flashing sign. Mr. Vargo advised that the Township will own and maintain the sign. Mr. Donatelli moved, seconded by Mr. Goncharoff, to adopt Resolution #03-21-17-04 which authorizes Mr. Vargo to sign PennDOT's TE-160 Form for this signal upgrade. The Motion carried unanimously.

Reserve at Chester Springs Sanitary Sewer Easement Agreement. Cary Vargo explained that there are several homes on Little Conestoga Road that abut the Reserve at Chester Springs (Frame property) that can connect to the public sewer system on the Frame property. This Easement Agreement was drafted in order to serve those properties in the future through the Lot that will contain the Tot Lot and Gazebo. One of the homes is within the mandatory connection area of 150 feet and has paid their tapping fee; 2 or 3 are not in the mandatory connection area but could choose to do so since it is so close. ARRO and the Authority Solicitor have reviewed the Agreement and recommend its approval. Mr. Goncharoff moved, seconded by Mr. Donatelli, to execute the Sanitary Sewer Easement Agreement for the Lot within the Reserve at Chester Springs. The Motion carried unanimously.

Audio/Video Recording of Township Meeting Policy. Mr. Vargo explained that the Policy provides basic rules for those interested in recording an Upper Uwchlan Township public meeting, for example, an individual who wants to record a meeting must inform the Chair of the Meeting of their intention to record all or part of the meeting; any recording device will be located to the rear of side of the room; etc. Mr. Goncharoff moved, seconded by Mr. Donatelli, to adopt Resolution #03-21-17-05, establishing an Audio/Video Recording of Township Meeting Policy. The Motion carried unanimously.

#### Open Session

Hal Harper made comment of the Block Party start time of 6:00 p.m. June 17, 2017.

#### Adjournment

There being no further business to be brought before the Board, Mr. Kerr adjourned the Meeting at 7:31 p.m.

Respectfully submitted,

Gwen A. Jonik,  
Township Secretary



## UPPER UWCHLAN TOWNSHIP

### MEMORANDUM

TO: BOARD OF SUPERVISORS  
FROM: Jill Bukata, Township Treasurer  
RE: Status Update  
DATE: April 17, 2017

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#### **Finance has worked on the following items during the month**

- Received and processed 966 trash and 288 sewer payments (3/17/17 to 4/12/17)
- Addressed delinquent account issues with Township legal counsel
- Worked with Edmunds to establish the Financial Dashboard. The Dashboard should be ready to be rolled out to the Board, and then to the public, very soon.

#### **Projects and goals**

- Revise the Accounting Manual in accordance with current procedures and staffing
- Obtain understanding from Keystone regarding timing of EIT payments
- Revise and update the Employee Personnel Manual

#### **Highlights of the March 31, 2017 financial statements**

- The balance sheet remains strong with cash of over \$6.8 million
- Year to date revenues (combined) are **\$2,149,213 or 28.9%** of the annual budget. Combined expenses are **\$1,380,076 or 21.6%** of the budget. The combined year to date net income (General Fund and Solid Waste Fund) is **\$769,137**
- Earned income tax revenue YTD is \$845,038. Revenue for the first quarter of 2017 is \$15,000 less than the comparable period in 2016. It is approximately \$50,000 less than budgeted for the quarter.
- The Township received its 2017 Liquid Fuels funds in early April –in the amount of \$381,000

April 12, 2017  
02:34 PM

Upper Uwchlan Township  
Check Register By Check Id

Page No: 1

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 47814 to 47888  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
47814	04/17/17	21ST 21st CENTURY MEDIA PHILLY	339.00	1518
47815	04/17/17	ACEPO010 ACE PORTABLES, INC.	1,270.00	1518
47816	04/17/17	ADVANO20 ADVANTAGE INDUSTRIAL SUPPLY	322.15	1518
47817	04/17/17	ALLIE010 ALLIED 100 LLC	370.00	1518
47818	04/17/17	ARROC010 ARRO CONSULTING, INC.	1,008.38	1518
47819	04/17/17	BELFOR Belfor	4,618.47	1518
47820	04/17/17	BERKH030 BERKHEIMER OUTSOURCING	3,241.34	1518
47821	04/17/17	BRANDWIN BRANDYWINE CONSERVANCY	285.52	1518
47822	04/17/17	BROWN010 BROWN'S COMMERCIAL CLEANING	800.00	1518
47823	04/17/17	BUCKL010 BUCKLEY, BRION, MCGUIRE, MORRI	1,279.22	1518
47824	04/17/17	BURKHOLD BURKHOLDER MFG, INC.	279.60	1518
47825	04/17/17	CARROENG CARROLL ENGINEERING	1,150.00	1518
47826	04/17/17	CARSE010 CAR SENSE, INC.	342.51	1518
47827	04/17/17	CCATO010 CCATO	350.00	1518
47828	04/17/17	CCERT01 CHTER CTY REG EMER RESPNS TEAM	2,500.00	1518
47829	04/17/17	CCSWA010 CCSWA	187.92	1518
47830	04/17/17	CHARLHIG CHARLES A HIGGINS & SONS	210.00	1518
47831	04/17/17	CINTA010 CINTAS CORPORATION #287	320.95	1518
47832	04/17/17	COMCA010 COMCAST	299.20	1518
47833	04/17/17	DAVIS010 MR. ROBERT L DAVIS	105.95	1518
47834	04/17/17	DELA030 DVHT	55,009.85	1518
47835	04/17/17	DELTRUST DELAWARE VALLEY INSURANCE TRST	18,935.00	1518
47836	04/17/17	DEMAR010 MR. JOHN DEMARCO	82.24	1518
47837	04/17/17	DEWEE010 DEWEES BROTHERS PLUMBING & HEA	138.99	1518
47838	04/17/17	DVWCT DELAWARE VALLEY WC TRUST	13,793.00	1518
47839	04/17/17	EAGLE100 EAGLE SERVICE CENTER, INC.	69.00	1518
47840	04/17/17	EAGLE180 EAGLE HARDWARE	112.28	1518
47841	04/17/17	EDITS EDITS 2017	300.00	1518
47842	04/17/17	EDMUN010 EDMUNDS & ASSOCIATES, INC.	3,600.00	1518
47843	04/17/17	EMERGVEH EMERGENCY VEHICLE OUTFITTERS	238.00	1518
47844	04/17/17	FISHE010 FISHER & SON COMPANY, INC.	400.00	1518
47845	04/17/17	GENER010 GENERAL CODE	442.79	1518
47846	04/17/17	GILMO020 GILMORE & ASSOCIATES, INC	2,279.49	1518
47847	04/17/17	GOODJ020 JOHN E. GOOD ASSOCIATES	357.00	1518
47848	04/17/17	GUTHL010 GUTH LABORATORIES, INC.	147.19	1518
47849	04/17/17	HATHO010 H.A. THOMSON	150.00	1518
47850	04/17/17	HAWEI010 H.A. WEIGAND, INC.	80.00	1518
47851	04/17/17	HELPNOW HELP NOW	2,822.37	1518
47852	04/17/17	INDEPGRA INDEPENDENT GRAPHICS	2,029.00	1518
47853	04/17/17	INKS0010 INK'S DISPOSAL SERVICE, INC.	220.00	1518
47854	04/17/17	INTER010 INTERCON TRUCK EQUIPMENT	1,790.20	1518
47855	04/17/17	JONES010 THOMAS S. JONES	157.50	1518
47856	04/17/17	JONES030 STEVEN R. JONES	2,430.00	1518
47857	04/17/17	KEENC010 KEEN COMPRESSED GAS COMPANY	62.97	1518
47858	04/17/17	KONIC010 KONICA MINOLTA BUSINESS SOLUTI	332.19	1518
47859	04/17/17	LINESYST LINE SYSTEMS, LSI	2,006.08	1518
47860	04/17/17	LUDWIO60 LUDWIG'S CORNER SUPPLY CO.	61.94	1518
47861	04/17/17	MARSH020 MARSH CREEK SIGNS	525.00	1518
47862	04/17/17	MCPMAH010 MCPMAHON ASSOCIATES, INC.	2,265.00	1518
47863	04/17/17	MIDATLEE MID-ATLANTIC LEEDS	650.00	1518
47864	04/17/17	MONTE010 MONTESANO BROS.	252.98	1518



April 12, 2017  
02:34 PM

Upper Uwchlan Township  
Check Register By Check Id

Page No: 2

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
47865	04/17/17	NAPA0010 NAPA	2,062.09		1518
47866	04/17/17	NEOPO005 Neopost	195.00		1518
47867	04/17/17	PARAD010 ROBERT PARADIS	143.81		1518
47868	04/17/17	PECO0010 PECO	2,991.73		1518
47869	04/17/17	PIPEL020 PIPE LINE PLASTICS, INC	523.50		1518
47870	04/17/17	POLICACC POLICE ACCREDITATION CONSULTAN	640.00		1518
47871	04/17/17	RAM-T010 RAM-T CORPORATION	1,354.50		1518
47872	04/17/17	REDTH010 RED THE UNIFORM TAILOR	5,443.16		1518
47873	04/17/17	SECUREQU SECURITY EQUIPMENT CORPORATION	150.00		1518
47874	04/17/17	SHANNLOD SHANNA LODGE	348.77		1518
47875	04/17/17	SLOAN010 SLOAN MOTORS, INC.	35.91		1518
47876	04/17/17	SMALE010 SMALE'S PRINTERY	204.50		1518
47877	04/17/17	STAPLADV STAPLES ADVANTAGE	355.07		1518
47878	04/17/17	STYER010 STYER PROPANE	987.11		1518
47879	04/17/17	TASER010 TASER INETERNATIONAL	205.00		1518
47880	04/17/17	TRAFF010 TRAFFIC SAFETY STORE	915.00		1518
47881	04/17/17	UNLIM020 UNLIMITED TECHNOLOGY, INC	143.75		1518
47882	04/17/17	UWCHL030 UWCHLAN TOWNSHIP	15,823.46		1518
47883	04/17/17	VARGO005 VARGO, CARY	118.79		1518
47884	04/17/17	VERIZ010 VERIZON	323.67		1518
47885	04/17/17	VERIZ020 VERIZON WIRELESS	646.14		1518
47886	04/17/17	VERZIPAD VERIZON IPAD	169.46		1518
47887	04/17/17	WGAMERIC WG AMERICA COMPANY	303.48		1518
47888	04/17/17	WOLFI010 WOLFINGTON BODY COMPANY, INC.	331.97		1518

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	75	0	165,436.14	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	75	0	165,436.14	0.00

**Upper Uwchlan Township**  
**General Fund**  
**Balance Sheet**  
**As of March 31, 2017**

**ASSETS**

Cash

01-100-000-100	General Checking - Fulton Bank	\$	184,023.55
01-100-000-200	Meridian Bank		1,603,540.49
01-100-000-210	Meridian Bank - Payroll		52,252.39
01-100-000-250	Nat Penn - Turf Field		260,936.74
01-100-000-300	Petty Cash		300.00
	Total Cash		<u>2,101,053.17</u>

Investments

01-120-000-100	Certificate of Deposit - 7/2/18		259,604.62
			<u>259,604.62</u>

Accounts Receivable

01-145-000-020	Engineering Fees Receivable		82,722.56
01-145-000-021	Engineering Fees Receivable-CU		6,900.10
01-145-000-030	Legal Fees Receivable		3,235.20
01-145-000-040	R/E Taxes Receivable		201,155.64
01-145-000-050	Hydrant Tax Receivable		-
01-145-000-080	Field Fees Receivables		19,602.50
01-145-000-085	Turf Field Receivables		10,915.00
01-145-000-086	EIT Receivable		21,703.64
01-145-000-090	RE Transfer Tax Receivable		25,000.00
01-145-000-095	Misc accounts receivable		66,000.00
	Total Accounts Receivable		<u>437,234.64</u>

Other Current Assets

01-130-000-001	Due From Municipal Authority		99,884.53
01-130-000-003	Due From Liquid Fuels		-
01-130-000-004	Due from ACT 209 Fund		-
01-130-000-005	Due From Capital Fund		21,875.00
01-130-000-006	Due from Solid Waste Fund		-
01-130-000-007	Due from Water Resource Protection Fund		-
01-130-000-008	Due from the Sewer Fund		-
01-130-000-009	Due from Developer's Escrow Fund		-
01-131-000-000	Suspense Account		-
	Total Other Current Assets		<u>121,759.53</u>

Prepaid Expense

01-155-000-000	Prepaid expenses		-
	Total Prepaid Expense		<u>-</u>

**Total Assets**

**2,919,651.96**

**LIABILITIES AND FUND BALANCE**

Accounts Payable

01-200-000-000	Accounts Payable		-
01-252-000-001	Deferred Revenues		62,427.95
	Total Accounts Payable		<u>62,427.95</u>

**Upper Uwchlan Township**  
**General Fund**  
**Balance Sheet**  
**As of March 31, 2017**

Other Current Liabilities

01-199-000-000	Suspense Account	-
01-210-000-000	Payroll Liabilities	(33.66)
01-210-000-001	Federal Tax Withheld	-
01-211-000-000	FICA Tax Withheld	-
01-212-000-000	Earned Income Tax W/H	6,987.96
01-214-000-000	Non-Uniform Pension	-
01-215-000-000	Police Pension Withheld	-
01-216-000-000	Domestic Relation W/H	-
01-217-000-000	State Tax Withheld	-
01-218-000-000	Police Association Dues	1,750.00
01-219-000-000	LST Tax Withheld	360.00
01-220-000-000	State UnemploymentW/H	439.34
01-221-000-000	Benefit Deduction-Aflac	542.33
01-222-000-000	457 Contribution Deduction	-
01-223-000-000	Direct Deposit	-
01-224-000-000	Payroll Deduction Adjustments	-
01-239-000-001	Due to Municipal Authority	100.00
01-239-000-003	Due To Liquid Fuels	-
01-239-000-004	Due to Act 209 Fund	1,628.48
01-239-000-005	Due to Capital Fund	-
01-239-000-006	Due to Solid Waste Fund	-
01-239-000-007	Due to Water Resource Protection Fund	-
01-239-000-008	Due to Developer's Escrow Fund	-
01-258-000-000	Accrued Expenses	60,418.50
	Total Other Current Liabilities	<u>72,192.95</u>

<b>Total Liabilities</b>	<b>134,620.90</b>
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EQUITY

01-272-000-000	Opening Balance Equity	812,921.60
01-272-000-001	Retained Earnings	2,684,391.53
	Current Period Net Income (Loss)	(712,282.07)
	Total Equity	<u>2,785,031.06</u>

<b>Total Fund Balance</b>	<b>2,785,031.06</b>
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<b>Total Liabilities &amp; Fund Balance</b>	<b>2,919,651.96</b>
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**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<b>REVENUES</b>					
01-301-000-010	Current Real Estate Taxes	201,455.30	970,000.00	(768,544.70)	20.8%
01-301-000-013	Real Estate Tax Refunds	-	(25,000.00)	25,000.00	0.0%
01-301-000-030	Delinquent Real Estate Taxes	6,022.57	30,000.00	(23,977.43)	20.1%
01-301-000-071	Hydrant Tax	315.55	65,000.00	(64,684.45)	0.5%
01-310-000-010	Real Estate Transfer Taxes	54,287.63	375,000.00	(320,712.37)	14.5%
01-310-000-020	Earned Income Taxes	845,037.65	3,677,100.00	(2,832,062.35)	23.0%
01-310-000-021	EIT commissions paid	(20,013.61)	(50,009.00)	29,995.39	40.0%
01-320-000-010	Building Permits	94,592.54	150,000.00	(55,407.46)	63.1%
01-320-000-020	Use & Occupancy Permit	3,070.00	8,000.00	(4,930.00)	38.4%
01-320-000-030	Sign Permits	-	100.00	(100.00)	0.0%
01-320-000-040	Contractors Permit	700.00	2,000.00	(1,300.00)	35.0%
01-320-000-050	Refinance Certification Fees	1,140.00	4,000.00	(2,860.00)	28.5%
01-321-000-080	Cable TV Franchise Fees	60,000.00	250,000.00	(190,000.00)	24.0%
01-331-000-010	Vehicle Codes Violation	10,096.61	60,000.00	(49,903.39)	16.8%
01-331-000-011	Reports/Fingerprints	615.00	2,000.00	(1,385.00)	30.8%
01-331-000-012	Solicitation Permits	-	500.00	(500.00)	0.0%
01-331-000-050	Reimbursable Police Wages	-	1,000.00	(1,000.00)	0.0%
01-341-000-001	Interest Earnings	3,890.67	15,000.00	(11,109.33)	25.9%
01-342-000-001	Rental Property Income	6,000.00	24,000.00	(18,000.00)	25.0%
01-354-000-010	County Grants	-	-	-	#DIV/0!
01-354-000-020	State Grants	-	1,808.00	(1,808.00)	0.0%
01-354-000-030	Police Grants	-	-	-	#DIV/0!
01-355-000-001	PURTA	-	6,000.00	(6,000.00)	0.0%
01-355-000-004	Alcoholic Beverage Tax	-	400.00	(400.00)	0.0%
01-355-000-005	State Aid, Police Pension	-	85,000.00	(85,000.00)	0.0%
01-355-000-006	State Aid, Non-Uniform Pension	-	55,000.00	(55,000.00)	0.0%
01-355-000-007	Foreign Fire Insurance Tax	-	112,000.00	(112,000.00)	0.0%
01-360-000-010	Vehicle Storage Fees	-	1,000.00	(1,000.00)	0.0%
01-361-000-030	Zoning/SubDivision Land Development	21,270.00	4,000.00	17,270.00	531.8%
01-361-000-032	Fees from Engineering	20,120.81	100,000.00	(79,879.19)	20.1%
01-361-000-033	Admin Fees from Engineering	312.63	8,000.00	(7,687.37)	3.9%
01-361-000-035	Admin Fees from Legal	188.60	1,500.00	(1,311.40)	12.6%
01-361-000-036	Legal Services Fees	2,259.50	3,000.00	(740.50)	75.3%
01-361-000-038	Sale of Maps & Books	-	250.00	(250.00)	0.0%
01-361-000-039	Fire Inspection Fees	-	-	-	#DIV/0!
01-361-000-040	Fees from Engineering - CU	14,500.10	-	14,500.10	#DIV/0!
01-361-000-042	Copies	-	100.00	(100.00)	0.0%
01-367-000-010	Recreation Donations	-	1,000.00	(1,000.00)	0.0%
01-367-000-020	Tennis Fees	-	-	-	#DIV/0!
01-367-000-021	Field Programs	-	30,000.00	(30,000.00)	0.0%
01-367-000-025	Turf Field Fees	-	45,000.00	(45,000.00)	0.0%
01-367-000-030	Community Events Donations	2,985.00	10,000.00	(7,015.00)	29.9%
01-367-000-040	History Book Revenue	-	200.00	(200.00)	0.0%
01-367-000-089	Donations for Park Equipment	-	-	-	#DIV/0!
01-380-000-001	Miscellaneous Revenue	5,606.40	5,000.00	606.40	112.1%
01-380-000-010	Insurance Reimbursement	-	3,000.00	(3,000.00)	0.0%
01-392-000-008	Municipal Authority Reimbursement	100,934.33	216,667.00	(115,732.67)	46.6%
01-392-000-020	Transfer from Capital Fund	-	-	-	#DIV/0!
01-392-000-030	Transfer from Solid Waste Fund	-	-	-	#DIV/0!
01-395-000-000	Refund of Prior Year Expenses	-	-	-	#DIV/0!
<b>Total Revenue</b>		<b>1,435,387.28</b>	<b>6,247,616.00</b>	<b>(4,812,228.72)</b>	<b>23.0%</b>

**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<b>GENERAL GOVERNMENT</b>					
01-400-000-113	Supervisors Wages	-	2,500.00	(2,500.00)	0.0%
01-400-000-150	Payroll Tax Expense	-	191.00	(191.00)	0.0%
01-400-000-320	Telephone	433.71	2,000.00	(1,566.29)	21.7%
01-400-000-340	Public Relations	200.00	6,500.00	(6,300.00)	3.1%
01-400-000-341	Advertising	864.48	7,500.00	(6,635.52)	11.5%
01-400-000-342	Printing	1,132.00	1,000.00	132.00	113.2%
01-400-000-344	Community Notice	-	2,000.00	(2,000.00)	0.0%
01-400-000-350	Insurance-Bonding	2,486.00	4,500.00	(2,014.00)	55.2%
01-400-000-352	Insurance-Liability	-	24,378.00	(24,378.00)	0.0%
01-400-000-420	Dues/Subscriptions/Memberships	175.00	5,000.00	(4,825.00)	3.5%
01-400-000-460	Meeting & Conferences	-	6,000.00	(6,000.00)	0.0%
01-400-000-461	Bank Fees	1,583.18	500.00	1,083.18	316.6%
01-400-000-463	Misc expenses	(98.64)	2,000.00	(2,098.64)	-4.9%
		6,775.73	64,069.00	(57,293.27)	10.6%
<b>EXECUTIVE</b>					
01-401-000-100	Administration Wages	100,439.91	463,336.00	(362,896.09)	21.7%
01-401-000-150	Payroll Tax Expense	7,767.37	35,445.00	(27,677.63)	21.9%
01-401-000-151	PSATS Unemployment Compensation	-	1,170.00	(1,170.00)	0.0%
01-401-000-156	Employee Benefit Expense	23,145.71	152,289.00	(129,143.29)	15.2%
01-401-000-157	ACA Fees	-	340.00	(340.00)	0.0%
01-401-000-160	Non-Uniform Pension	8,130.44	35,774.00	(27,643.56)	22.7%
01-401-000-174	Tuition Reimbursements	-	4,000.00	(4,000.00)	0.0%
01-401-000-181	Longevity Pay	-	5,100.00	(5,100.00)	0.0%
01-401-000-183	Overtime Wages	1,537.04	5,000.00	(3,462.96)	30.7%
01-401-000-200	Supplies	3,378.88	10,000.00	(6,621.12)	33.8%
01-401-000-205	Meals & Meal Allowances	-	-	-	#DIV/0!
01-401-000-215	Postage	1,784.67	3,500.00	(1,715.33)	51.0%
01-401-000-230	Gasoline & Oil	383.56	2,200.00	(1,816.44)	17.4%
01-401-000-235	Vehicle Maintenance	39.97	500.00	(460.03)	8.0%
01-401-000-252	Repair & Maintenance	-	2,000.00	(2,000.00)	0.0%
01-401-000-316	Training & Seminars	2,065.68	7,000.00	(4,934.32)	29.5%
01-401-000-317	Parking/Travel	161.16	1,200.00	(1,038.84)	13.4%
01-401-000-322	Ipad Expenses	142.10	600.00	(457.90)	23.7%
01-401-000-352	Insurance - Liability	-	-	-	#DIV/0!
01-400-000-353	Insurance-Vehicle	-	154.00	(154.00)	0.0%
01-401-000-354	Insurance-Workers Compensation	981.96	1,655.00	(673.04)	59.3%
01-401-000-420	Dues/Subscriptions/Memberships	3,802.38	2,500.00	1,302.38	152.1%
01-401-000-450	Contracted Services	8,531.65	6,685.00	1,846.65	127.6%
		162,292.48	740,448.00	(578,155.52)	21.9%
<b>AUDIT</b>					
01-402-000-450	Contracted Services	900.00	26,650.00	(25,750.00)	3.4%
		900.00	26,650.00	(25,750.00)	3.4%
<b>TAX COLLECTION</b>					
01-403-000-100	Tax Collector Wages	4,461.54	19,000.00	(14,538.46)	23.5%
01-403-000-150	Payroll Tax Expense	341.34	1,454.00	(1,112.66)	23.5%
01-403-000-200	Supplies	82.62	500.00	(417.38)	16.5%
01-403-000-215	Postage	102.46	2,000.00	(1,897.54)	5.1%
01-403-000-350	Insurance-Bonding	-	600.00	(600.00)	0.0%
01-403-000-450	Contracted Services	450.00	3,000.00	(2,550.00)	15.0%
		5,437.96	26,554.00	(21,116.04)	20.5%

**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<b>LEGAL</b>					
01-404-000-305	Reimbursable Legal Fees - CU	-	-	-	#DIV/0!
01-404-000-310	Reimbursable Legal Fees	5,037.30	10,000.00	(4,962.70)	50.4%
01-404-000-311	Non Reimbursable Legal	5,913.50	30,000.00	(24,086.50)	19.7%
01-404-000-450	Contracted Services	-	5,000.00	(5,000.00)	0.0%
		10,950.80	45,000.00	(34,049.20)	24.3%
<b>COMPUTER</b>					
01-407-000-200	Supplies	-	2,000.00	(2,000.00)	0.0%
01-407-000-220	Software	885.45	4,000.00	(3,114.55)	22.1%
01-407-000-222	Hardware	-	7,000.00	(7,000.00)	0.0%
01-407-000-240	Web Page	-	5,000.00	(5,000.00)	0.0%
01-407-000-450	Contracted Services	29,772.97	52,000.00	(22,227.03)	57.3%
		30,658.42	70,000.00	(39,341.58)	43.8%
<b>ENGINEERING</b>					
01-408-000-305	Reimbursable Conditional Use	2,214.45	25,000.00	(22,785.55)	8.9%
01-408-000-310	Reimbursable Engineering	77,629.17	75,000.00	2,629.17	103.5%
01-408-000-311	Traffic Engineering	7,138.91	25,000.00	(17,861.09)	28.6%
01-408-000-313	Non Reimbursable Engineering	4,250.80	20,000.00	(15,749.20)	21.3%
01-408-000-366	Ordinance Update	-	4,500.00	(4,500.00)	0.0%
01-408-000-367	General Planning	3,145.22	4,000.00	(854.78)	78.6%
01-408-000-368	MS4 Expenses	-	-	-	#DIV/0!
		94,378.55	153,500.00	(59,121.45)	61.5%
<b>TOWNSHIP PROPERTIES</b>					
<u>Public Works Building</u>					
01-409-001-200	Supplies	-	1,000.00	(1,000.00)	0.0%
01-409-001-231	Propane & heating - PW bldg	7,858.92	13,000.00	(5,141.08)	60.5%
01-409-001-250	Maint & Repair	2,659.25	16,150.00	(13,490.75)	16.5%
01-409-001-320	Telephone	1,162.81	1,700.00	(537.19)	68.4%
01-409-001-351	Insurance - property	-	4,118.00	(4,118.00)	0.0%
01-409-001-360	Utilities	1,407.08	12,000.00	(10,592.92)	11.7%
01-409-001-450	Contracted Services	267.22	5,820.00	(5,552.78)	4.6%
<u>Township Building</u>					
01-409-003-101	Employee Cost Allocated	-	-	-	#DIV/0!
01-409-003-200	Supplies	431.37	2,000.00	(1,568.63)	21.6%
01-409-003-231	Propane & Heating Oil	-	5,000.00	(5,000.00)	0.0%
01-409-003-250	Maintenance & Repairs	11,576.41	8,000.00	3,576.41	144.7%
01-409-003-320	Telephone	3,401.86	7,000.00	(3,598.14)	48.6%
01-409-003-351	Insurance Property	-	4,118.00	(4,118.00)	0.0%
01-409-003-360	Utilities	7,235.43	15,000.00	(7,764.57)	48.2%
01-409-003-450	Contracted Services	3,895.27	25,000.00	(21,104.73)	15.6%
<u>Milford Road</u>					
01-409-004-200	Supplies	-	500.00	(500.00)	0.0%
01-409-004-231	Propane	382.76	1,500.00	(1,117.24)	25.5%
01-409-004-250	Maintenance & Repairs	-	3,000.00	(3,000.00)	0.0%
01-409-004-320	Telephone	864.12	1,600.00	(735.88)	54.0%
01-409-004-351	Insurance - property	-	824.00	(824.00)	0.0%
01-409-004-360	Utilities	305.78	2,000.00	(1,694.22)	15.3%
01-409-004-450	Contracted Services	-	1,100.00	(1,100.00)	0.0%
		41,448.28	130,430.00	(88,981.72)	31.8%

**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<b>POLICE EXPENSES</b>					
01-410-000-100	Police Wages	254,216.10	1,101,367.00	(847,150.90)	23.1%
01-410-000-150	Payroll Tax Expense	20,236.05	84,255.00	(64,018.95)	24.0%
01-410-000-151	PSATS Unemployment Compensation	-	2,535.00	(2,535.00)	0.0%
01-410-000-156	Employee Benefit Expense	80,988.40	345,027.00	(264,038.60)	23.5%
01-410-000-158	Medical Expense Reimbursements	926.55	7,500.00	(6,573.45)	12.4%
01-410-000-160	Pension Expense	37,515.00	150,060.00	(112,545.00)	25.0%
01-410-000-174	Tuition Reimbursment	-	15,000.00	(15,000.00)	0.0%
01-410-000-181	Longevity Pay	2,000.00	18,200.00	(16,200.00)	11.0%
01-410-000-182	Education incentive	2,500.00	3,500.00	(1,000.00)	71.4%
01-410-000-183	Overtime Wages	5,155.23	42,000.00	(36,844.77)	12.3%
01-410-000-187	Courttime Wages	3,753.25	12,000.00	(8,246.75)	31.3%
01-410-000-191	Uniform/Boot Allowances	5,800.00	10,700.00	(4,900.00)	54.2%
01-410-000-200	Supplies	1,122.32	12,000.00	(10,877.68)	9.4%
01-410-000-215	Postage	-	750.00	(750.00)	0.0%
01-410-000-230	Gasoline & Oil	8,287.13	25,000.00	(16,712.87)	33.1%
01-410-000-235	Vehicle Maintenance	2,673.56	30,000.00	(27,326.44)	8.9%
01-410-000-238	Clothing/Uniforms	1,679.54	5,000.00	(3,320.46)	33.6%
01-410-000-250	Maintenance & Repairs	432.92	1,500.00	(1,067.08)	28.9%
01-410-000-260	Small Tools & Equipment	365.01	7,000.00	(6,634.99)	5.2%
01-410-000-311	Non-Reimburseable-Legal	-	3,000.00	(3,000.00)	0.0%
01-410-000-316	Training/Seminar	909.87	14,500.00	(13,590.13)	6.3%
01-410-000-317	Parking & travel	-	400.00	(400.00)	0.0%
01-410-000-320	Telephone	543.45	8,000.00	(7,456.55)	6.8%
01-410-000-322	Ipad Expense	112.08	600.00	(487.92)	18.7%
01-410-000-327	Radio Equipment M & R	-	1,000.00	(1,000.00)	0.0%
01-410-000-340	Public Relations	1,557.39	7,000.00	(5,442.61)	22.2%
01-410-000-342	Police Accreditation	-	13,500.00	(13,500.00)	0.0%
01-410-000-352	Insurance - Liability	-	12,930.00	(12,930.00)	0.0%
01-410-000-353	Insurance - Vehicles	-	4,832.00	(4,832.00)	0.0%
01-410-000-354	Insurance - Workers Compensation	21,275.80	35,864.00	(14,588.20)	59.3%
01-410-000-420	Dues/Subscriptions/Memberships	425.00	750.00	(325.00)	56.7%
01-410-000-450	Contracted Services	9,532.03	15,500.00	(5,967.97)	61.5%
01-410-000-740	Computer/Furniture	2,527.88	4,000.00	(1,472.12)	63.2%
		464,534.56	1,995,270.00	(1,530,735.44)	23.3%
<b>FIRE/AMBULANCE</b>					
01-411-000-354	Insurance - Workers Compensation	-	28,000.00	(28,000.00)	0.0%
01-411-000-420	Dues/Subscriptions/Memberships	-	-	-	#DIV/0!
01-411-000450	Contracted Services	-	-	-	#DIV/0!
01-411-000-451	Hydrant expenses-Aqua	15,642.00	60,000.00	(44,358.00)	26.1%
01-411-001-001	Ludwigs	-	74,160.00	(74,160.00)	0.0%
01-411-001-002	Lionville	-	74,282.00	(74,282.00)	0.0%
01-411-001-003	Lionville Capital	-	-	-	#DIV/0!
01-411-001-004	Glenmoore	-	8,549.00	(8,549.00)	0.0%
01-411-001-005	E. Brandywine	7,954.00	15,908.00	(7,954.00)	50.0%
01-411-001-006	Reimbursement - Uwchlan Township	-	2,300.00	(2,300.00)	0.0%
01-411-001-007	Reimbursement - East Brandywine Twp.	-	200.00	(200.00)	0.0%
01-411-002-545	Contributions-Fire Relief	-	112,000.00	(112,000.00)	0.0%
		23,596.00	375,399.00	(351,803.00)	6.3%

**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<b>AMBULANCE</b>					
01-412-000-540	Uwchlan Ambulance	-	27,038.00	(27,038.00)	0.0%
01-412-000-544	Minquas Ambulance	-	-	-	#DIV/0!
		-	27,038.00	(27,038.00)	0.0%
<b>CODES ADMINISTRATION</b>					
01-413-000-100	Code Adminstrator Wages	53,481.97	229,144.00	(175,662.03)	23.3%
01-413-000-150	Payroll Tax Expenses	4,300.18	17,530.00	(13,229.82)	24.5%
01-413-000-151	PSATS Unemployment Compensation	-	585.00	(585.00)	0.0%
01-413-000-156	Employee Benefit Expense	18,354.88	75,783.00	(57,428.12)	24.2%
01-413-000-160	Pension	5,110.17	17,692.00	(12,581.83)	28.9%
01-413-000-181	Longevity Pay	3,000.00	6,600.00	(3,600.00)	45.5%
01-413-000-200	Supplies	802.79	1,000.00	(197.21)	80.3%
01-413-000-230	Gasoline & Oil	817.04	3,800.00	(2,982.96)	21.5%
01-413-000-235	Vehicle Maintenance	120.91	1,500.00	(1,379.09)	8.1%
01-413-000-316	Training/Seminar	745.00	3,000.00	(2,255.00)	24.8%
01-413-000-317	Parking/Travel	396.61	1,000.00	(603.39)	39.7%
01-413-000-320	Telephone	218.68	2,000.00	(1,781.32)	10.9%
01-413-000-322	Ipad Expense	112.08	600.00	(487.92)	18.7%
01-413-000-352	Insurance - Liability	-	-	-	#DIV/0!
01-413-000-353	Insurance - Vehicle	-	308.00	(308.00)	0.0%
01-413-000-354	Insurance - Workers Compensation	981.96	1,655.00	(673.04)	59.3%
01-413-000-420	Dues/Subscriptions/Memberships	245.00	7,500.00	(7,255.00)	3.3%
01-413-000-450	Contracted Services	-	53,760.00	(53,760.00)	0.0%
01-413-000-460	Meetings & Conferences	-	-	-	#DIV/0!
		88,687.27	423,457.00	(334,769.73)	20.9%
<b>PLANNING &amp; ZONING</b>					
01-414-001-116	Compensation	-	-	-	#DIV/0!
01-414-001-200	Supplies	-	500.00	(500.00)	0.0%
01-414-001-301	Court Reporter	-	1,500.00	(1,500.00)	0.0%
01-414-001-315	Legal Fees	-	3,000.00	(3,000.00)	0.0%
01-414-001-365	Comp Plan Update	-	-	-	#DIV/0!
01-414-001-366	Ordinance Update	-	3,000.00	(3,000.00)	0.0%
01-414-001-367	General Planning	-	3,000.00	(3,000.00)	0.0%
01-414-001-368	Advertising	-	500.00	(500.00)	0.0%
01-414-001-451	ACT 209	-	-	-	#DIV/0!
		-	11,500.00	(11,500.00)	0.0%
<b>VILLAGE CONCEPT</b>					
01-414-002-367	General Planning	-	8,000.00	(8,000.00)	0.0%
		-	8,000.00	(8,000.00)	0.0%
<b>ZONING</b>					
01-414-003-100	Compensation	-	800.00	(800.00)	0.0%
01-414-003-301	Court Reporter	47.50	2,000.00	(1,952.50)	2.4%
01-414-003-315	Legal Fees	-	6,000.00	(6,000.00)	0.0%
01-414-003-366	Ordinance Update	-	-	-	#DIV/0!
01-414-003-450	Contracted Services	95.00	1,000.00	(905.00)	9.5%
		142.50	9,800.00	(9,657.50)	1.5%



**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<b>EMERGENCY OPERATIONS</b>					
01-415-000-200	Supplies	200.00	2,000.00	(1,800.00)	10.0%
01-415-000-260	Small Tools & Equipment	-	1,000.00	(1,000.00)	0.0%
01-415-000-316	Training/Seminar	-	1,200.00	(1,200.00)	0.0%
01-415-000-317	Parking/Travel	-	400.00	(400.00)	0.0%
01-415-000-320	Telephone	614.13	1,200.00	(585.87)	51.2%
01-415-000-330	Other Services/Charges	120.00	500.00	(380.00)	24.0%
01-415-000-420	Dues/subscriptions/memberships	-	50.00	(50.00)	0.0%
01-415-000-450	Contracted Services	-	500.00	(500.00)	0.0%
01-415-000-740	Computer/Office Equipment	-	1,000.00	(1,000.00)	0.0%
		934.13	7,850.00	(6,915.87)	11.9%
<b>ANIMAL CONTROL/OTHER</b>					
01-422-000-530	Contributions - SPCA	1,825.00	4,120.00	(2,295.00)	44.3%
01-422-000-601	Contributions - DARC	14,640.00	15,280.00	(640.00)	95.8%
		16,465.00	19,400.00	(2,935.00)	84.9%
<b>SIGNS</b>					
01-433-000-200	Supplies	1,444.70	5,000.00	(3,555.30)	28.9%
01-433-000-450	Contracted Services	-	1,000.00	(1,000.00)	0.0%
		1,444.70	6,000.00	(4,555.30)	24.1%
<b>SIGNALS</b>					
01-434-000-450	Contracted Services	5,639.16	12,700.00	(7,060.84)	44.4%
		5,639.16	12,700.00	(7,060.84)	44.4%
<b>PUBLIC WORKS</b>					
01-438-000-100	Public Works Wages	78,478.28	327,423.00	(248,944.72)	24.0%
01-438-000-101	Employee cost allocated	-	-	-	#DIV/0!
01-438-000-150	Payroll Tax Expense	7,938.94	25,048.00	(17,109.06)	31.7%
01-438-000-151	PSATS Unemployment Compensation	-	1,360.00	(1,360.00)	0.0%
01-438-000-156	Employee Benefit Expense	36,358.46	134,109.00	(97,750.54)	27.1%
01-438-000-160	Pension	6,118.55	19,439.00	(13,320.45)	31.5%
01-438-000-181	Longevity	-	5,700.00	(5,700.00)	0.0%
01-438-000-183	Overtime Wages	5,042.34	19,100.00	(14,057.66)	26.4%
01-438-000-200	Supplies	7,146.35	46,700.00	(39,553.65)	15.3%
01-438-000-205	Meals & Meal Allowances	-	500.00	(500.00)	0.0%
01-438-000-230	Gasoline & Oil	7,737.54	28,600.00	(20,862.46)	27.1%
01-438-000-235	Vehicle Maintenance	3,814.62	13,400.00	(9,585.38)	28.5%
01-438-000-238	Uniforms	1,662.06	3,050.00	(1,387.94)	54.5%
01-438-000-245	Highway Supplies	1,739.89	10,200.00	(8,460.11)	17.1%
01-438-000-260	Small Tools & Equipment	5,871.86	12,820.00	(6,948.14)	45.8%
01-438-000-316	Training/Seminar	160.00	4,600.00	(4,440.00)	3.5%
01-438-000-317	Travel/tolls	11.10	600.00	(588.90)	1.9%
01-438-000-320	Telephone	862.07	3,000.00	(2,137.93)	28.7%
01-438-000-322	Ipad Expense	142.12	1,200.00	(1,057.88)	11.8%
01-438-000-341	Advertising	-	-	-	#DIV/0!
01-438-000-342	Accreditation	-	5,000.00	(5,000.00)	0.0%
01-438-000-352	Insurance - Liability	-	-	-	#DIV/0!
01-438-000-353	Vehicle Insurance	-	5,663.00	(5,663.00)	0.0%
01-438-000-354	Insurance - Workers Compensation	5,237.12	8,601.00	(3,363.88)	60.9%
01-438-000-360	Heating Oil	-	3,000.00	(3,000.00)	0.0%
01-438-000-420	Dues and Subscriptions	165.00	400.00	(235.00)	41.3%
01-438-000-450	Contracted Services	1,797.23	74,840.00	(73,042.77)	2.4%
01-438-000-720	Road Resurfacing	-	206,067.00	(206,067.00)	0.0%
		170,283.53	960,420.00	(790,136.47)	17.7%

**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<i><u>Public Works - Facilities Division</u></i>					
01-438-001-100	Wages	28,360.19	176,654.00	(148,293.81)	16.1%
01-438-001-101	Employee Costs Allocated	-	(170,063.00)	170,063.00	0.0%
01-438-001-150	Payroll Tax Expense	743.05	13,514.00	(12,770.95)	5.5%
01-438-001-151	PSATS Unemployment Compensation	-	1,360.00	(1,360.00)	0.0%
01-438-001-156	Employee Benefit Expense	12,231.68	50,831.00	(38,599.32)	24.1%
01-438-001-160	Pension Expense	694.34	7,308.00	(6,613.66)	9.5%
01-438-001-181	Longevity	-	1,500.00	(1,500.00)	0.0%
01-438-001-183	Overtime Wages	1,907.47	8,000.00	(6,092.53)	23.8%
01-438-001-230	Gasoline & Oil	1,987.34	-	1,987.34	#DIV/0!
01-438-001-235	Vehicle Maintenance	-	-	-	#DIV/0!
01-438-001-238	Uniforms	-	900.00	(900.00)	0.0%
01-438-001-316	Training & Seminars	-	3,600.00	(3,600.00)	0.0%
01-438-001-352	Insurance - Liability	-	-	-	#DIV/0!
01-438-001-353	Insurance - Vehicles	-	1,836.00	(1,836.00)	0.0%
01-438-001-354	Insurance - Workers Compensation	2,618.56	4,641.00	(2,022.44)	56.4%
01-438-001-450	Contracted Services	-	-	-	#DIV/0!
		48,542.63	100,081.00	(51,538.37)	48.5%
<b>ROAD CONSTRUCTION</b>					
01-439-000-752	East West Link	-	-	-	#DIV/0!
		-	-	-	#DIV/0!
<b>PARK &amp; RECREATION</b>					
<i><b>Parks - General</b></i>					
01-454-001-101	Park wages allocation	-	170,063.00	(170,063.00)	0.0%
01-454-001-200	Supplies	1,195.68	2,500.00	(1,304.32)	47.8%
01-454-001-201	Halloween/Xmas Party	-	5,000.00	(5,000.00)	0.0%
01-454-001-202	Community Day	7,237.50	21,000.00	(13,762.50)	34.5%
01-454-001-230	Gasoline & Oil	-	-	-	#DIV/0!
01-454-001-235	Vehicle Maintenance	1,363.54	2,500.00	(1,136.46)	54.5%
01-454-001-250	Maintenance & Repairs	32.77	500.00	(467.23)	6.6%
01-454-001-260	Small Tools & Equipment	59.72	2,700.00	(2,640.28)	2.2%
01-454-001-316	Training/Seminars	-	5,000.00	(5,000.00)	0.0%
01-454-001-340	Public Relations	-	-	-	#DIV/0!
01-454-001-354	Insurance - Workers Compensation	1,636.60	2,759.00	(1,122.40)	59.3%
01-454-001-420	Dues/Subscriptions/Memberships	-	-	-	#DIV/0!
01-454-001-450	Contracted Services	-	500.00	(500.00)	0.0%
		11,525.81	212,522.00	(200,996.19)	5.4%
<b>HICKORY PARK</b>					
01-454-002-200	Supplies-Hickory	445.04	1,500.00	(1,054.96)	29.7%
01-454-002-231	Propane	-	2,000.00	(2,000.00)	0.0%
01-454-002-250	Maintenance & Repairs	958.00	7,000.00	(6,042.00)	13.7%
01-454-002-351	Insurance-Property	-	1,647.00	(1,647.00)	0.0%
01-454-002-360	Utilities	647.06	5,000.00	(4,352.94)	12.9%
01-454-002-450	Contracted Services	1,256.20	20,000.00	(18,743.80)	6.3%
		3,306.30	37,147.00	(33,840.70)	8.9%

**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<b>FELLOWSHIP FIELDS</b>					
01-454-003-200	Supplies	369.41	1,000.00	(630.59)	36.9%
01-454-003-250	Maintenance & Repairs	51.48	10,000.00	(9,948.52)	0.5%
01-454-003-312	Engineering Fees	-	2,000.00	(2,000.00)	0.0%
01-454-003-320	Telephone	501.88	2,500.00	(1,998.12)	20.1%
01-454-003-351	Insurance Property	-	3,295.00	(3,295.00)	0.0%
01-454-003-360	Utilities	3,611.03	9,000.00	(5,388.97)	40.1%
01-454-003-450	Contracted Services	-	13,000.00	(13,000.00)	0.0%
		4,533.80	40,795.00	(36,261.20)	11.1%
<b>LARKINS FIELD</b>					
01-454-004-200	Supplies-Larkins	-	1,000.00	(1,000.00)	0.0%
01-454-004-250	Maintenance & Repair	-	5,000.00	(5,000.00)	0.0%
01-454-004-312	Engineering Fee-Larkins	-	-	-	#DIV/0!
01-454-004-450	Contracted Services	-	3,000.00	(3,000.00)	0.0%
		-	9,000.00	(9,000.00)	0.0%
<b>UPLAND FARMS</b>					
01-454-005-200	Supplies	1,506.71	5,000.00	(3,493.29)	30.1%
01-454-005-231	Propane & Heating Oil	-	4,500.00	(4,500.00)	0.0%
01-454-005-250	Repairs & Maintenance	42.66	10,000.00	(9,957.34)	0.4%
01-454-005-351	Insurance - Building	-	2,471.00	(2,471.00)	0.0%
01-454-005-360	Utilities	3,417.37	4,000.00	(582.63)	85.4%
01-454-005-450	Contracted Services	225.00	5,000.00	(4,775.00)	4.5%
01-454-005-513	Engineering Fees	-	-	-	#DIV/0!
		5,191.74	30,971.00	(25,779.26)	16.8%
	<b>Total Parks and Recreation</b>	<b>24,557.65</b>	<b>330,435.00</b>	<b>(305,877.35)</b>	<b>7.4%</b>
<b>LIBRARY</b>					
01-456-000-530	Contributions	-	5,000.00	(5,000.00)	0.0%
		-	5,000.00	(5,000.00)	0.0%
<b>HISTORICAL COMMISSIONS</b>					
01-459-000-200	Supplies	-	1,000.00	(1,000.00)	0.0%
01-459-000-320	Telephone	-	1,000.00	(1,000.00)	0.0%
01-459-000-450	Contracted Services	-	500.00	(500.00)	0.0%
		-	2,500.00	(2,500.00)	0.0%
<b>Total Expenditures Before Operating Transfers</b>		<b>1,197,669.35</b>	<b>5,551,501.00</b>	<b>(4,353,831.65)</b>	<b>21.6%</b>
<b>Excess of Revenues over Expenses Before Operating Transfers</b>		<b>237,717.93</b>	<b>696,115.00</b>	<b>(458,397.07)</b>	<b>34.1%</b>

**Upper Uwchlan Township**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**For the Period Ended March 31, 2017**

GL Account #	Account Description	2017 YTD Actual	2017 Budget	Over (Under) Budget	Actual as % of Budget
<b>OPERATING TRANSFERS</b>					
01-492-000-030	Transfer to Capital Projects Fund	950,000.00	950,000.00	-	100.0%
01-492-000-031	Transfer to Solid Waste Fund	-	-	-	#DIV/0!
01-492-000-033	Transfer to Developer's Escrow Fund	-	-	-	#DIV/0!
01-492-000-034	Transfer to Act 209 Fund	-	-	-	#DIV/0!
01-492-000-035	Transfer to Municipal Authority	-	-	-	#DIV/0!
01-492-000-036	Transfer to Water Resource Protection Fund	-	250,000.00	(250,000.00)	0.0%
		950,000.00	1,200,000.00	(250,000.00)	79.2%
	<b>Total Expenditures after Operating Transfers</b>	<b>2,147,669.35</b>	<b>6,751,501.00</b>	<b>(4,603,831.65)</b>	<b>31.8%</b>
<b>EXCESS OF REVENUES OVER EXPENSES</b>		<b>(712,282.07)</b>	<b>(503,885.00)</b>	<b>(208,397.07)</b>	<b>141.4%</b>



GILMORE & ASSOCIATES, INC.  
ENGINEERING & CONSULTING SERVICES

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**ENGINEER'S REPORT – UPPER UWCHLAN TOWNSHIP**

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**Date:** April 13, 2017

**To:** Cary B. Vargo - Township Manager  
Board of Supervisors

**From:** David Leh, P.E.

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The following is an overview of engineering activities for the previous month:

**Fetters Property (McKee Group)** - The applicant has now submitted Preliminary Land Development Plans which have been reviewed by the Township Consultants and will be reviewed by the Planning Commission at their April 13<sup>th</sup> meeting.

**Marsh Lea (Popjoy Tract)** - The Applicant's Engineer has now submitted revised subdivision plans which have been reviewed by the Township's Consultants and will be reviewed by the Planning Commission at their April 13<sup>th</sup> Meeting.

**General:**

Meetings / Correspondence with staff regarding various matters.



GILMORE & ASSOCIATES, INC.  
ENGINEERING & CONSULTING SERVICES

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## **DEVELOPMENT UPDATE – UPPER UWCHLAN TOWNSHIP**

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**Date:** April 13, 2017

**To:** Board of Supervisors

**From:** David Leh, P.E.

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**270-290 Park Road (Gunner Properties)** - This project proposes a 44-unit multiple-family townhouse community along Park Road just north of Windsor Baptist Church. The Board approved the conditional use decision and order as well as Preliminary / Final Land Development Approval at their March 21<sup>st</sup>, 2016 meeting. A staff meeting was held with Toll Brothers in March to review the project and outstanding issues as they are considering purchasing.

**American Tower (780 Dorlan Mills Road)** – The Applicant submitted a conditional use application for a proposed cell tower on this property. A Conditional Use was granted by the Board of Supervisors at their July 20<sup>th</sup>, 2015 meeting. Zoning relief was also required and granted.

**Byers Station (Lot 5C)** - The Board granted Final Plan Approval at their February 22<sup>nd</sup> meeting.

**Byers Station (Lot 6C)** – A land agent appeared before the Planning Commission at their February 9<sup>th</sup> meeting to present a concept plan for a senior living facility. The plan was generally well received by the Planning Commission.

**Diamant Building Group-** Mr. Diamant was before the Planning Commissions at their July 14th meeting to discuss a potential conditional use Application for a day care facility at his commercial site on Byers Road. No further activity has occurred.

**Eagleview Lot 1 (Office Building Site)** – Site Construction continues.

**Eagleview Lot 5** – The removal of West Township Line Road is complete. No other construction has commenced.

**EPC, LLC** – The Board of Supervisors granted Revised Final Land Development Approval for this project at their July 20<sup>th</sup>, 2015 meeting. Building construction continues.

Reference: Development Update

File No. 17-01084T  
April 13, 2017

**Fetters Property (McKee Group)** - A conditional use was approved on January 17<sup>th</sup> for an active-adult 55-year old and over community consisting of 116 single-family detached dwellings, 154 twin units, 105 triplex units, and associated amenities. The applicant has now submitted Preliminary Land Development Plans which have been reviewed by the Township Consultants and will be reviewed by the Planning Commission at their April 13<sup>th</sup> meeting.

**Jankowski Tract-** A conditional Use Application has now been submitted for this property. The hearing is yet to be scheduled.

**Marsh Lea** – The Applicant has submitted a subdivision / land development application for a 27 lot, single-family home development on this property consistent with the recently approved rezoning application for the property. A Conditional Use for steep slope disturbance was approved at the Boards January 17<sup>th</sup> meeting. The Applicant's Engineer has now submitted revised plans which have been reviewed by the Township's Consultants and will be reviewed by the Planning Commission at their April 13<sup>th</sup> Meeting.

**Reserve at Chester Springs (Frame Property)** – Infrastructure construction continues. The road network for the entire development should be complete shortly.



# UPPER UWCHLAN TOWNSHIP

## MEMORANDUM

### ADMINISTRATION

**TO:** The Board of Supervisors

**FROM:** Kathi McGrath *Kathi*  
Administrative Assistant

**RE:** Codes Department Activity Report

**DATE:** April 11, 2017

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Attached, please find the Codes Department Activity Report for the month of March, 2017.

Attachments:  
Activity Report

/km



UPPER UWCHLAN TOWNSHIP  
Permit Analysis  
2014-2017

	2014				2015				2016				2017			
	# of Permits	Fees	YTD Permits	YTD Fees	# of Permits	Fees	YTD Permits	YTD Fees	# of Permits	Fees	YTD Permits	YTD Fees	# of Permits	Fees	YTD Permits	YTD Fees
Jan	33	\$ 7,844.00	33	\$ 7,844.00	58	\$10,390.32	58	\$10,390.32	33	\$19,195.00	33	\$19,195.00	36	\$ 27,889.54	36	\$ 27,889.54
Feb	28	\$ 2,913.00	61	\$ 10,757.00	34	\$ 4,098.54	92	\$ 14,488.86	38	\$ 31,184.74	71	\$ 50,379.74	30	\$ 6,209.00	66	\$ 34,098.54
Mar	31	\$ 4,271.00	92	\$ 15,028.00	59	\$ 9,560.34	151	\$ 24,049.20	38	\$ 9,003.50	109	\$ 59,383.24	62	\$ 61,429.00	128	\$ 95,527.54
Apr	42	\$ 4,833.00	134	\$ 19,861.00	135	\$ 15,230.00	286	\$ 39,279.20	64	\$ 88,297.00	173	\$ 147,680.24				
May	41	\$ 7,073.00	175	\$ 26,934.00	119	\$ 33,693.18	405	\$ 72,972.38	125	\$ 14,112.00	298	\$ 161,792.24				
Jun	71	\$ 7,430.70	246	\$ 34,364.70	154	\$ 21,139.54	559	\$ 94,111.92	109	\$ 9,919.12	407	\$ 171,711.36				
Jul	98	\$ 16,371.26	344	\$ 50,735.96	98	\$ 11,329.56	657	\$ 105,448.48	55	\$ 8,120.56	462	\$ 179,831.92				
Aug	152	\$ 13,972.00	496	\$ 64,707.96	66	\$ 9,531.00	723	\$ 114,979.48	83	\$ 50,103.08	545	\$ 229,935.00				
Sept	239	\$ 17,214.45	735	\$ 81,922.41	41	\$ 6,911.88	764	\$ 121,891.36	57	\$ 8,844.90	602	\$ 238,779.90				
Oct	216	\$ 17,112.76	951	\$ 99,035.17	72	\$ 12,443.02	836	\$ 134,334.38	64	\$ 8,144.42	666	\$ 246,923.42				
Nov	124	\$ 18,209.66	1075	\$ 117,244.83	38	\$ 102,941.80	874	\$ 237,276.78	71	\$ 13,717.44	737	\$ 260,640.86				
Dec	50	\$ 4,554.02	1125	\$ 121,798.85	51	\$ 6,235.24	925	\$ 243,512.02	42	\$ 9,929.00	779	\$ 270,569.86				

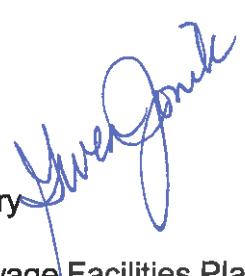


# UPPER UWCHLAN TOWNSHIP

## MEMORANDUM

### ADMINISTRATION

TO: BOARD OF SUPERVISORS

FROM: Gwen Jonik, Township Secretary 

RE: McHugh Minor Subdivision Sewage Facilities Planning Module

DATE: April 12, 2017

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The Board is requested to adopt the attached Resolution which authorizes the submission of the McHugh Minor Subdivision Sewage Facilities Planning Module to the PaDEP for their review and approval.

The Board approved the McHugh Minor Subdivision Plan October 17, 2016. As you may recall, the subdivision is on Moore Road and creates 3 lots – 1 lot containing the existing dwelling, 1 containing the existing barn, and 1 vacant parcel – each with an on-lot septic system, which requires review and approval by the PaDEP.

Attachment



## RESOLUTION FOR PLAN REVISION FOR NEW LAND DEVELOPMENT

RESOLUTION OF THE (SUPERVISORS) (COMMISSIONERS) (COUNCILMEN) of UPPER UWCHLAN  
(TOWNSHIP) (BOROUGH) (CITY), CHESTER COUNTY, PENNSYLVANIA (hereinafter "the municipality").

**WHEREAS** Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the *Pennsylvania Sewage Facilities Act*, as Amended, and the rules and Regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

**WHEREAS** Robert & Amy McHugh has proposed the development of a parcel of land identified as  
land developer

Minor Subdivision of Robert & Amy McHugh, and described in the attached Sewage Facilities Planning Module, and  
name of subdivision

proposes that such subdivision be served by: (check all that apply), ☐ sewer tap-ins, ☐ sewer extension, ☐ new treatment facility, ☒ individual onlot systems, ☐ community onlot systems, ☐ spray irrigation, ☐ retaining tanks, ☐ other, (please specify) \_\_\_\_\_

**WHEREAS**, UPPER UWCHLAN TOWNSHIP finds that the subdivision described in the attached  
municipality

Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

**NOW, THEREFORE, BE IT RESOLVED** that the (Supervisors) (Commissioners) (Councilmen) of the (Township)

(Borough) (City) of UPPER UWCHLAN hereby adopt and submit to DEP for its approval as a revision to the "Official Sewage Facilities Plan" of the municipality the above referenced Sewage Facilities Planning Module which is attached hereto.

I, Gwen Gonsile, Secretary, Upper Uwchlan  
(Signature)

Township Board of Supervisors (~~Borough Council~~) (~~City Councilmen~~), hereby certify that the foregoing is a true copy of the Township (~~Borough~~) (~~City~~) Resolution # \_\_\_\_\_, adopted, \_\_\_\_\_, 20\_\_\_\_.

Municipal Address:

UPPER UWCHLAN TOWNSHIP

140 POTTSTOWN PIKE

CHESTER SPRINGS, PA 19425

Telephone (610)458-9400

Seal of

Governing Body



# UPPER UWCHLAN TOWNSHIP

## MEMORANDUM

### ADMINISTRATION

**TO:** Board of Supervisors

**FROM:** Cary B. Vargo  
Township Manager

**RE:** Toll Brothers Ewing West Vincent  
Sanitary Sewer Escrow Release Request #4 – Final

**DATE:** April 12, 2017

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Attached for your review and consideration is sanitary sewer escrow release request #4 (Final), in the amount of \$57,698.34, from Toll Brothers for the Ewing West Vincent development. Jay Jackson, ARRO Engineering, has reviewed the request and is recommending the release of the full amount requested, \$57,698.34. This is the final request for this project, all construction has been completed and drawings have been submitted and reviewed. There will be no monies left in escrow after this release. Justin Hunt, Toll Brothers, advises that they are actively working on the necessary paperwork to dedicate all wastewater infrastructure located in West Vincent Township to UUT and a maintenance bond will be submitted in advance of said dedication.

**I would respectfully request that the BOS approve the escrow release as detailed above in the amount of \$57,698.34.**



March 22, 2017

Cary Vargo, Township Manager  
Upper Uwchlan Township  
140 Pottstown Pike  
Chester Springs, PA 19425

**Limerick Office**  
649 N. Lewis Road  
Suite 100  
Limerick, PA 19468  
T 610.495.0303  
F 610.495.5855

RE: Upper Uwchlan Township Municipal Authority  
Ewing Tract – West Vincent Township  
Phase 2A – Spray, Escrow Release No. 4 (FINAL) (Bond SU1127841)  
ARRO #10270.23

Dear Mr. Vargo:

ARRO has reviewed the attached Toll Brothers Escrow Release Request No. 4 (FINAL), dated March 8, 2017, in the amount of \$57,698.34, which constitutes the remainder of the construction escrow for the sanitary sewer spray distribution main and spray fields construction work in the Phase 2A section of the Ewing Tract – West Vincent Township site.

ARRO has no comments to the requested escrow release quantities now that the construction is complete and the record drawings submitted by Toll Brothers have been approved. The following acceptable for escrow release Request No. 4 (FINAL) to Toll Brothers:

**Net Escrow Release    \$ 57,698.34**

If you have any questions please contact me at (610) 495-2111 or Jay Jackson, at (610) 495-2103.

Sincerely,

G. Matthew Brown, P.E., DEE

GMB:car

Attachment

c: Michael Downs, P.E. – Toll Brothers  
Justin Hunt – Toll Brothers  
David Leh, P.E. – Gilmore & Associates  
Jay Jackson, P.E. – ARRO Consulting, Inc.

H:\Upper Uwchlan\10270.23\_Ewing Tract WVT Ph 2\Escrow Releases\Ewing Tract WVT Ph 2 CHS\TOLL\_EWING WV\_Ph2A Spray\_Release  
4 Ltr\_032217.doc

**Corporate Headquarters** • 108 West Airport Road • Lititz, PA 17543

**T 717.569.7021 • F 717.560.0577 • [www.thearrogroup.com](http://www.thearrogroup.com)**

**OUT IN FRONT**



March 8, 2017

Upper Uwchlan Township  
Board of Supervisors  
140 Pottstown Pike  
Chester Springs, PA 19425

Via E-Mail

Re: Surety Reduction Request No. 4 Performance Surety Bond #SU1127841 – FINAL

Dear Board of Supervisors,

Toll Brothers, Inc. posted the aforementioned financial instrument to ensure the completion of the proposed sanitary sewer improvements at Ewing WV 2A. Toll Brothers, Inc. recently completed \$57,698.34 of work associated with the completion of the project. Please see the attached escrow spreadsheet for a reconciliation of our progress to date regarding sanitary sewer improvements.

Therefore, pursuant to the "Pennsylvania Municipalities Planning Code" Section 509 (j) and Act 154 of 2012, please kindly process Toll Brothers, Inc.'s Surety Reduction Request No. 4 in the amount of \$57,698.34.

Please release Performance Surety Bond SU1127841.

I thank you in advance of your consideration of this matter and await word of your confirmation of this request. Please direct follow up correspondence to my attention.

Sincerely,

Justin K Hunt  
Land Development Manager

CC:

Cary Vargo, Upper Uwchlan Township (via E-Mail)  
Jay Jackson, P.E., The Arro Group (via E-Mail)  
Erica Batdorf, West Vincent Township (via E-Mail)  
Bryan Kulakowsky, Cedarville Engineering Group, LLC (via E-Mail)  
Michael Downs, P.E., TBI (via E-Mail)  
Christopher Kopitsky, TBI (via E-Mail)  
Sarah Smith, TBI (via E-Mail)  
Larry Dugan, OHB (via E-Mail)



ESCROW ACCOUNT - EWING TRACT  
WEST VINCENT TOWNSHIP  
CHESTER COUNTY, PA

RELEASE: 4 FINAL  
DATE: 3/8/2017  
BOND: SU1127841

PREPARED: October 8, 2013

SANITARY SEWER PH 2A

#	Item	Unit	Unit Cost	Item Quantity	Escrow Total	Release	Previous Amount	Release	Current Amount	Released	To Date Amount	%
<b>A. SURVEYING</b>												
1	CONSTRUCTION STAKING	LS	\$2,500.00	1	\$ 2,500.00	1.00	\$2,500.00		\$0.00	0%	\$ 2,500.00	100%
2	AS BUILTS	LS	\$3,000.00	1	\$ 3,000.00	1	\$3,000.00		\$0.00	0%	\$ 3,000.00	100%
<b>Subtotal</b>					<b>\$ 5,500.00</b>		<b>\$5,500.00</b>		<b>\$0.00</b>		<b>\$ 5,500.00</b>	<b>100%</b>
<b>B. PHASE 2A</b>												
3	6" DIP Spray Distribution Main	LF	\$28.00	1,800	\$ 50,400.00	1800	\$50,400.00		\$0.00	0%	\$ 50,400.00	100%
4	6" Gate Valves and Box	EA	\$800.00	1	\$ 800.00	1	\$800.00		\$0.00	0%	\$ 800.00	100%
5	6" Air Release Pits	EA	\$13,500.00	1	\$ 13,500.00	1	\$13,500.00		\$0.00	0%	\$ 13,500.00	100%
6	6" Reducers	EA	\$500.00	4	\$ 2,000.00	4	\$2,000.00		\$0.00	0%	\$ 2,000.00	100%
7	1-1/4" Force Main	LF	\$16.00	630	\$ 10,080.00	630	\$10,080.00		\$0.00	0%	\$ 10,080.00	100%
8	2" PVC Spray Distribution Main	LF	\$20.00	80	\$ 1,600.00	80	\$1,600.00		\$0.00	0%	\$ 1,600.00	100%
9	2" Air Release Valve Pit	EA	\$12,500.00	1	\$ 12,500.00	1	\$12,500.00		\$0.00	0%	\$ 12,500.00	100%
10	3" PVC Spray Distribution Main	LF	\$22.00	20	\$ 440.00	20	\$440.00		\$0.00	0%	\$ 440.00	100%
11	Spray Fields 5A/5B/6	AC	\$24,000.00	5	\$ 120,000.00	5	\$120,000.00		\$0.00	0%	\$ 120,000.00	100%
12	Spray Field Construction Fencing	LF	\$2.40	3,000	\$ 7,200.00	3000	\$7,200.00		\$0.00	0%	\$ 7,200.00	100%
13	Stone Access Roads	LF	\$10.00	1,100	\$ 11,000.00	1100	\$11,000.00		\$0.00	0%	\$ 11,000.00	100%
14	Bollards	LS	\$2,000.00	1	\$ 2,000.00	1	\$2,000.00		\$0.00	0%	\$ 2,000.00	100%
15	Construction Staking	LS	\$2,500.00	1	\$ 2,500.00	1	\$2,500.00		\$0.00	0%	\$ 2,500.00	100%
16	As-Builts	LS	\$2,500.00	1	\$ 2,500.00	1.00	\$2,500.00		\$0.00	0%	\$ 2,500.00	100%
17	Testing/Televising	LF	\$3.00	1,800	\$ 5,400.00	1800	\$5,400.00		\$0.00	0%	\$ 5,400.00	100%
<b>Subtotal</b>					<b>\$ 241,920.00</b>		<b>\$241,920.00</b>		<b>\$0.00</b>		<b>\$ 241,920.00</b>	<b>100%</b>
<b>C. PROFESSIONAL SERVICES</b>												
18	Professional Consulting Fees	%	6%	247,420	\$ 14,845.20	100%	\$14,845.20		\$0.00	0%	\$ 14,845.20	100%
<b>Subtotal</b>					<b>\$ 14,845.20</b>		<b>\$14,845.20</b>		<b>\$0.00</b>		<b>\$ 14,845.20</b>	<b>100%</b>

RELEASE:	4	FINAL
DATE:	3/8/2017	
BOND:	SU1127841	

**SANITARY SEWER PH 2A**

BY: \_\_\_\_\_  
WEST VINCENT TOWNSHIP \_\_\_\_\_ DATE \_\_\_\_\_

BY: \_\_\_\_\_  
TOWNSHIP ENGINEER \_\_\_\_\_ DATE \_\_\_\_\_

SUBMITTED:                      3/8/17  
DEVELOPER \_\_\_\_\_ DATE \_\_\_\_\_





## MEMORANDUM

To: Cary Vargo, Township Manager  
From: Michael G. Heckman, Director of Public Works  
Date: April 12, 2017  
Re: Bid Awards - 2017 Furnishing Road Materials

On April 11, 2017 the bids were opened for 2017 Furnishing of Road Materials contracts for bituminous concrete and coarse aggregate. In the past, I have calculated a fuel and employee time adjustment for each location and added it to the plant pricing. This is because we pick-up most of our materials. This year the pricing was very close and the plants that were bidding were so close to each other, that I did not feel it necessary to do the calculations.

### **Bituminous Concrete**

There were three suppliers who submitted bids for “Bituminous Concrete” materials. The low bidder for supplying the Hot and Warm Mix materials is Glasgow Inc.

**Therefore, it is my recommendation that Glasgow Inc. should be awarded the contract for furnishing the bituminous concrete Hot Mix and Warm Mix materials, with a bid amount of \$35,300 at plant, and \$41,280 delivered, as listed on the bid sheet, if all material is bought.**

### **Coarse Aggregate**

There were two bidders for “Coarse Aggregate”. Of those who submitted bids, New Enterprise Stone and Lime Inc. is the low bidder.

**Therefore, it is my recommendation that the contract for furnishing coarse aggregate should be awarded to New Enterprise, with a bid amount of \$2,810 at plant, and \$5,079.50 delivered, as listed on the bid sheet, if all stone is bought.**

Should you have any questions regarding these recommendations or wish to discuss any part of this memo in more detail, please feel free to ask.



2017 Road Materials Bid Results  
Opening Tuesday, April 11, 2017 at 1:00 p.m.

4 bids received  
Attendees: Mike Heckman, Kristin Roth,  
Allan Myers Representative

			Vendor : Bond Yes: Highway Materials			
MATERIAL	UNIT	QTY				
Bituminous Concrete			Unit Price Plant	Unit Price Delivered	Total Plant	Total Delivered
SUPERPAVE BASE (HOT) 25 mm mix	Tons	100	\$37.80		\$3,780.00	
SUPERPAVE BINDER (HOT) 19 mm mix	Tons	300	\$39.90		\$11,970.00	
SUPERPAVE WEARING (HOT) 9.5 mm mix	Tons	300	\$44.70		\$13,410.00	
COLD PATCH STOCK PILE	Tons	5	\$120.00		\$600.00	
SUPERPAVE BASE (WARM) 25 mm mix	Tons	50	\$38.80		\$1,940.00	
SUPERPAVE BINDER (WARM) 19 mm mix	Tons	50	\$40.90		\$2,045.00	
SUPERPAVE WEARING (WARM) 9.5 mm mix	Tons	50	\$45.70		\$2,285.00	
GRAND TOTAL	x	x			\$36,030.00	

Vendor : Bond: Yes : Allan Myers			
Unit Price Plant	Unit Price Delivered	Total Plant	Total Delivered
\$40.00	\$45.75	\$4,000.00	\$4,575.00
\$42.00	\$47.75	\$12,600.00	\$14,325.00
\$48.75	\$54.50	\$14,625.00	\$16,350.00
\$100.00	\$105.75	\$500.00	\$528.75
\$40.00	\$45.75	\$2,000.00	\$2,287.50
\$42.00	\$47.75	\$2,100.00	\$2,387.50
\$48.75	\$54.50	\$2,437.50	\$2,725.00
		\$38,262.50	\$43,178.75

Vendor : Bond: Yes: New Enterprise			
Unit Price Plant	Unit Price Delivered	Total Plant	Total Delivered
No Bid	No Bid	No Bid	No Bid
No Bid	No Bid	No Bid	No Bid
No Bid	No Bid	No Bid	No Bid
No Bid	No Bid	No Bid	No Bid
No Bid	No Bid	No Bid	No Bid
No Bid	No Bid	No Bid	No Bid

Vendor : Bond: Yes : Glasgow			
Unit Price Plant	Unit Price Delivered	Total Plant	Total Delivered
\$37.00	\$44.00	\$3,700.00	\$4,400.00
\$40.00	\$47.00	\$12,000.00	\$14,100.00
\$43.00	\$50.00	\$12,900.00	\$15,000.00
\$110.00	\$116.00	\$550.00	\$580.00
\$38.00	\$45.00	\$1,900.00	\$2,250.00
\$41.00	\$48.00	\$2,050.00	\$2,400.00
\$44.00	\$51.00	\$2,200.00	\$2,550.00
		\$35,300.00	\$41,280.00

Crushed Aggregate	Unit Price Plant	Unit Price Delivered	Total Plant	Total Delivered
PennDOT #2-B	No Bid	No Bid	No Bid	No Bid
PennDOT #2-A	No Bid	No Bid	No Bid	No Bid
Anti-Skid	No Bid	No Bid	No Bid	No Bid
GRAND TOTAL				

Unit Price Plant	Unit Price Delivered	Total Plant	Total Delivered
No Bid	No Bid	No Bid	No Bid
No Bid	No Bid	No Bid	No Bid
No Bid	No Bid	No Bid	No Bid

Unit Price Plant	Unit Price Delivered	Total Plant	Total Delivered
\$8.10	\$14.62	\$810.00	\$1,462.00
\$6.50	\$12.97	\$975.00	\$1,945.50
\$10.25	\$16.72	\$1,025.00	\$1,672.00
		\$2,810.00	\$5,079.50

Unit Price Plant	Unit Price Delivered	Total Plant	Total Delivered
\$11.20	\$16.35	\$1,120.00	\$1,635.00
\$9.90	\$15.05	\$1,485.00	\$2,257.50
\$12.00	\$17.15	\$1,200.00	\$1,715.00
		\$3,805.00	\$5,607.50



# UPPER UWCHLAN TOWNSHIP

## MEMORANDUM

### ADMINISTRATION

**TO:** Board of Supervisors

**FROM:** Cary B. Vargo  
Township Manager

**RE:** PennDOT TE-160 – Struble Trail/Dorlan Mill Road Pedestrian Crossing

**DATE:** April 12, 2017

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Attached for your review and consideration is a PennDOT TE-160 signal application for a proposed mid-block crossing (advanced pedestrian warning signal) at the Struble Trail/Dorlan Mill Road trailhead. The application was completed by Bursich Associates on behalf of Chester County with McMahon Associates reviewing the process/application on behalf of the Township. As with all other signals and warning devices, the Township will own and operate this advanced pedestrian warning signal. The County and the Township will be entering in to a reimbursement and indemnification agreement, specific to the crossing, which will allow the Township to receive reimbursement for maintenance activities.

**I would respectfully request that the BOS authorize and approve the submission of the PennDOT TE-160 for the Struble Trail/ Dorlan Mill Road advanced pedestrian warning signal.**

# 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 :** Caryl B. Vargo **Title :** Township Manager

**Municipal Name :** Upper Uwchlan Township

**Municipal Address :** 140 Pottstown Pike, Chester Springs, PA 19425

**Municipal Phone Number :** (610) 458-9400 **Alternative Phone Number :** (610) 646-7008

**E-mail Address :** cvargo@upperuwchlan-pa.gov

**Municipal Hours of Operation :** Monday - Friday, 8:00 am - 5:00 pm

## B - Application Description

**Location (*intersection*) :** Dorlan Mill Road (S.R. 4019) & Struble Trail

**Traffic Control Device is :** ☒ **NEW** Traffic Signal ☐ **EXISTING** Traffic Signal **(Permit Number) :** W-6256-03

**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 :

Installation of Flashing Warning Device for proposed crossing of Struble Trail, a multi-use trail, across Dorlans Mill Road.

**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 ( <i>required</i> ) | <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 checked="" 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  
Emergency or Final  
Emergency or Final  
Emergency or Final  
Emergency or Final  
Emergency or Final  
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.

## RESOLUTION

**BE IT RESOLVED**, by authority of the Board of Supervisors

(Name of governing body)

of the Township of Upper Uwchlan, Chester County, and its  
(Name of MUNICIPALITY)

is hereby resolved by authority of the same, that the Township Manager

(designate official title)

of said MUNICIPALITY is authorized and directed to submit the attached Application for Traffic

Signal Approval to the Pennsylvania Department of Transportation and to sign this Application on behalf of the MUNICIPALITY.

**ATTEST:**

## Township of Upper Uwchlan

(Name of MUNICIPALITY)

(Signature and designation of official title)

By: \_\_\_\_\_

(Signature and designation of official title)

I, \_\_\_\_\_  
(Name)

(Official Title)

of the \_\_\_\_\_, do hereby certify that the foregoing  
(Name of governing body and MUNICIPALITY)

is a true and correct copy of the Resolution adopted at a regular meeting of the

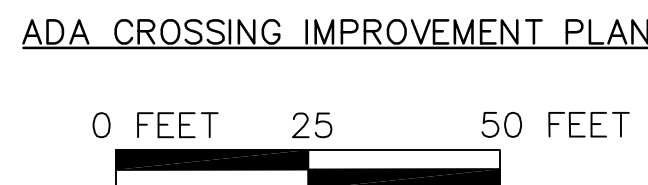
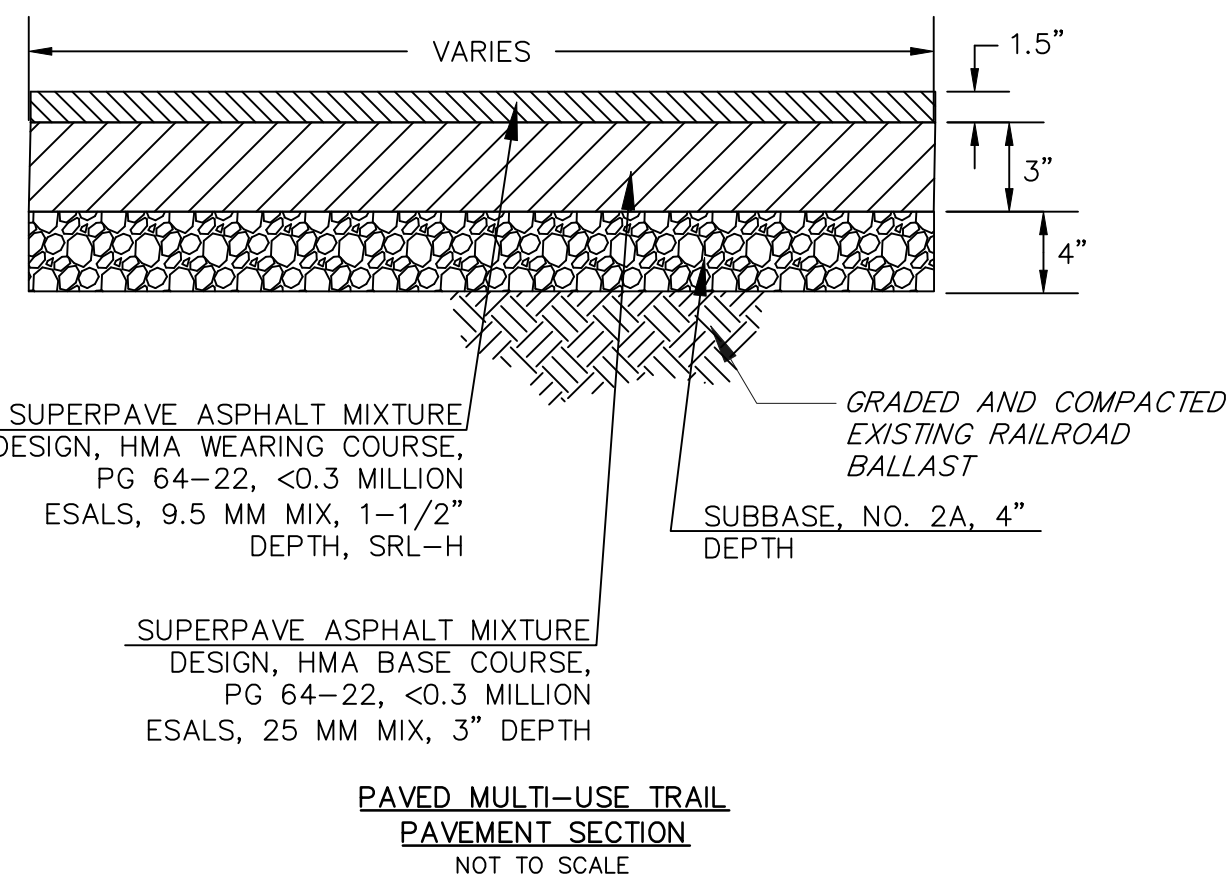
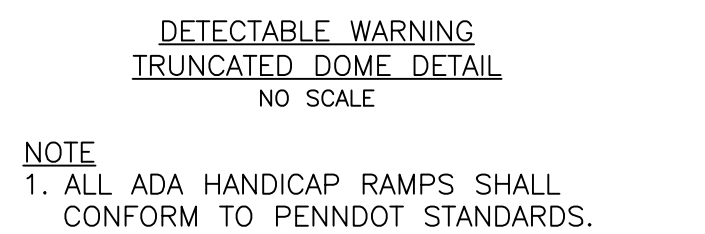
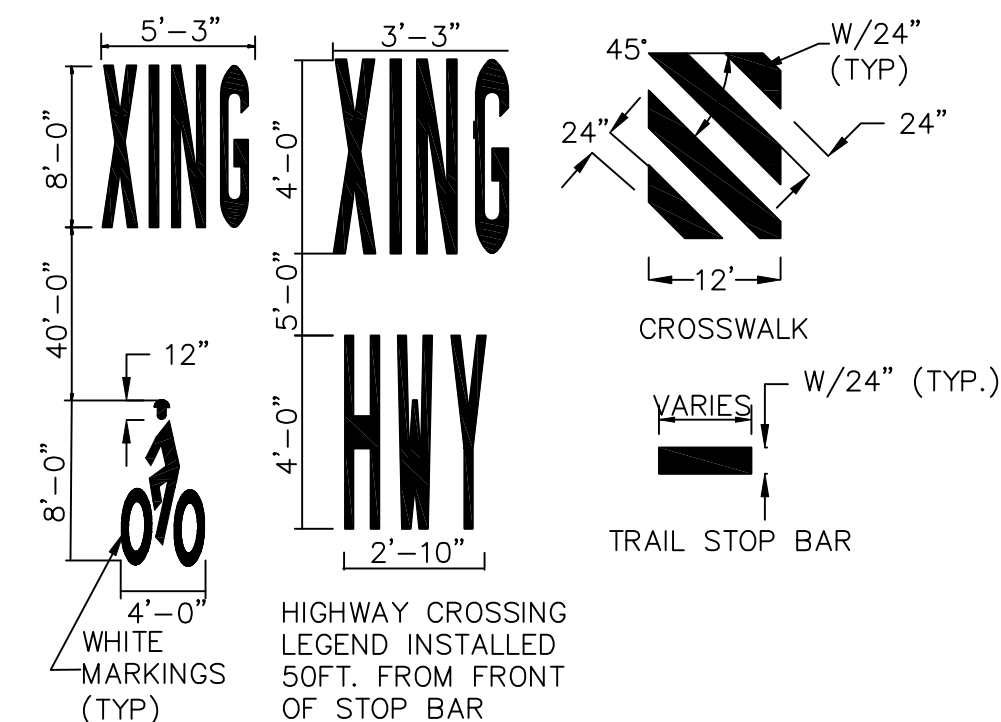
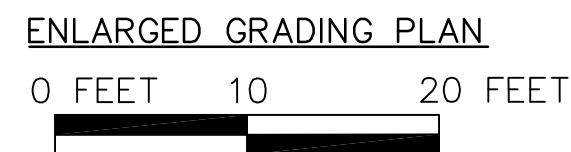
\_\_\_\_\_, held the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(Name of governing body)

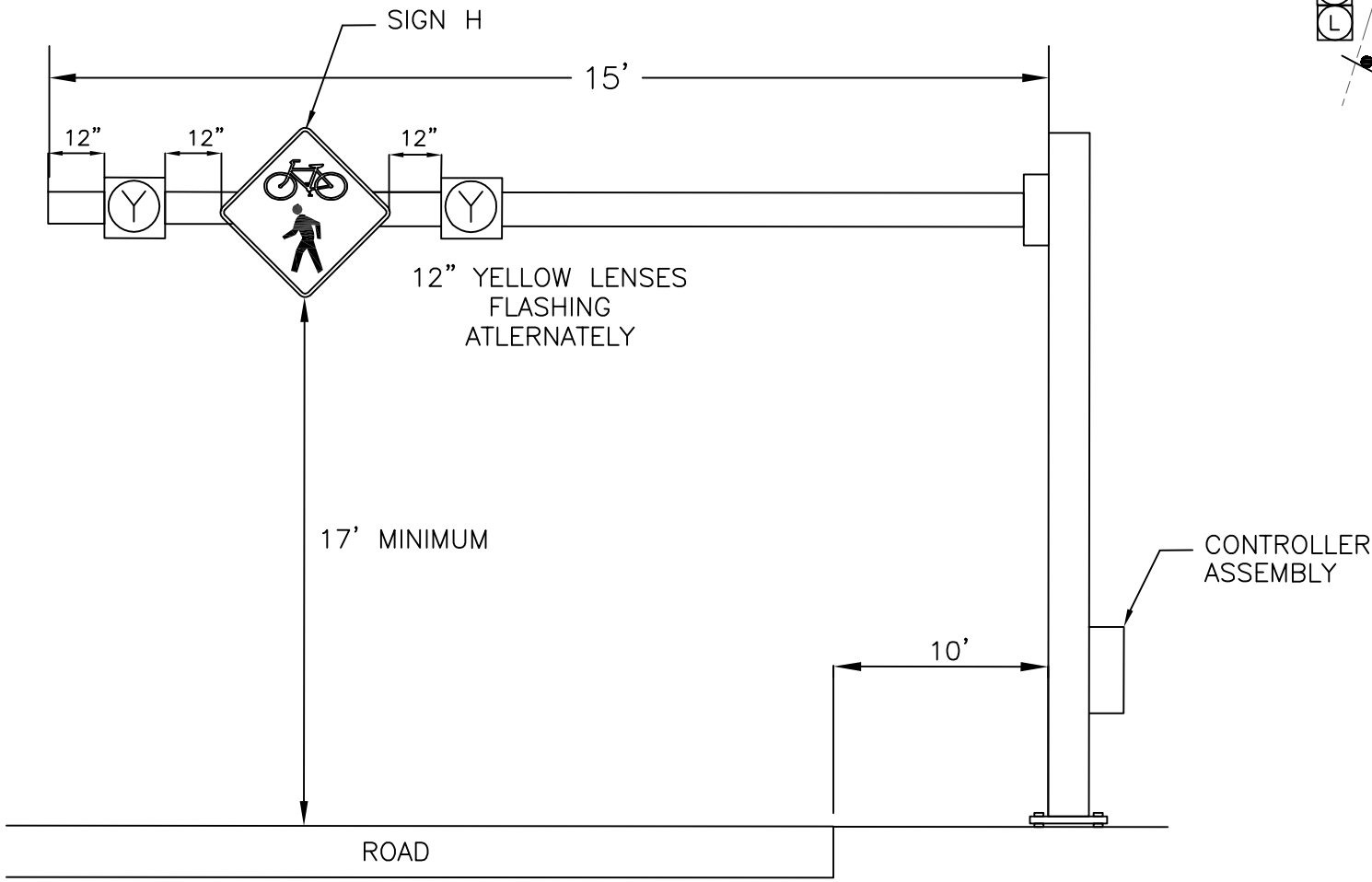
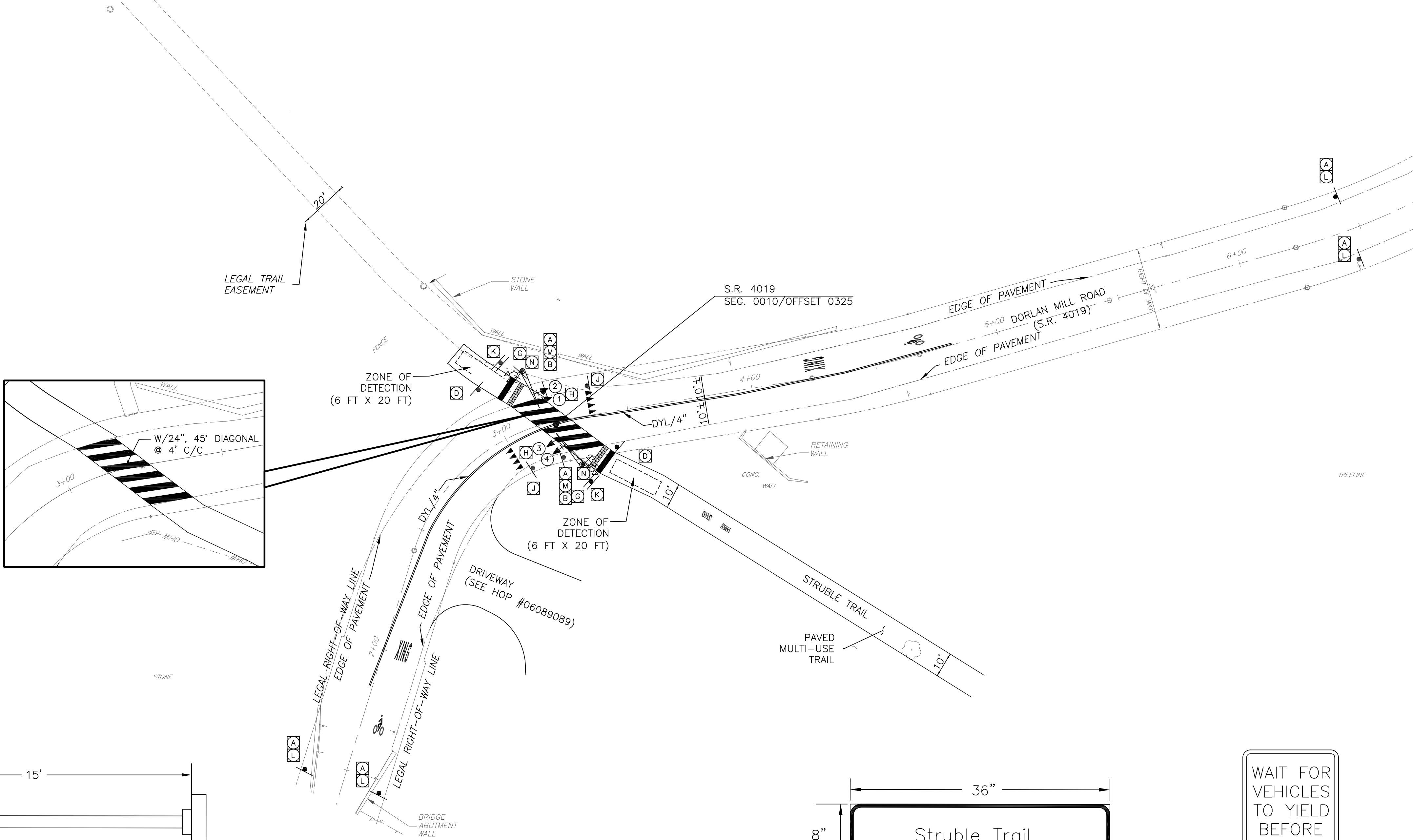
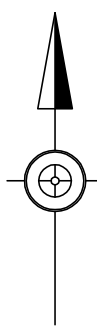
DATE: \_\_\_\_\_

(Signature and designation of official title)

1. MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE DEPARTMENT'S SPECIFICATIONS, FORM 408.
2. THE TRAFFIC CONTROL DEVICES SHALL BE INSTALLED IN ACCORDANCE WITH THE REGULATIONS GOVERNING THE DESIGN, LOCATION, AND OPERATION OF ALL OFFICIAL TRAFFIC SIGNS, SIGNALS, AND MARKINGS ON AND ALONG HIGHWAYS WITHIN THE COMMONWEALTH OF PENNSYLVANIA.
3. ALL PAVEMENT MARKINGS SHALL BE REFLECTORIZED.
4. THE CONTRACTOR SHALL PREPARE THE PAVEMENT SURFACE FOR THE PROPER ADHESION, ANY SWEEPING OR REMOVAL OF DEBRIS, GRAVEL, DIRT, OR OTHER FOREIGN MATERIALS SHALL BE CONSIDERED INCIDENTAL TO THE INSTALLATION OF THE NEW PAVEMENT MARKINGS, AND NO SEPARATE PAYMENT SHALL BE MADE THEREFORE.
5. THE CONTRACTOR SHALL REMOVE ALL PREVIOUS PAVEMENT MARKINGS, WHICH IN THE OPINION OF THE ENGINEER CONFLICT WITH THE NEW PAVEMENT MARKINGS. UNLESS SPECIFICALLY STATED OTHERWISE THIS WORK SHALL BE CONSIDERED INCIDENTAL TO THE INSTALLATION OF THE NEW PAVEMENT MARKINGS, AND NO SEPARATE PAYMENT WILL BE MADE THEREFORE.
6. THE CONTRACTOR SHALL NOTE ALL SPECIAL PROVISIONS OF THE CONTRACT AND SPECIFICALLY WITH REGARDS TO: THE RATE OF APPLICATION, MAINTENANCE OF TRAFFIC, RESTRICTED WORKING HOURS, AND/OR RESTRICTED WEATHER CONDITIONS. NO DEVIATIONS WILL BE PERMITTED.
7. UNLESS SPECIFIED OTHERWISE, THE BASIS OF MEASUREMENT SHALL BE ALONG THE LONGITUDINAL CENTERLINE OF PAVEMENT MARKINGS. MEASUREMENT FOR LEGENDS SHALL BE PER MESSAGE, COMPLETE AND IN PLACE.
8. PRIOR TO APPLICATION, THE CONTRACTOR SHALL FIELD CHECK AND LOCATE ALL PAVEMENT MARKINGS TO THE SATISFACTION OF THE PENNDOT INSPECTOR AND OWNER.
9. ALL MARKINGS IMPROPERLY APPLIED OR LOCATED SHALL BE COMPLETELY REMOVED AND CORRECTLY RE-APPLIED, AT THE SOLE EXPENSE OF THE CONTRACTOR.
10. WHERE BITUMINOUS SEALANTS PREVENTS OR MAKES IMPRACTICAL THE EXTENDING OF LINES TO THE FACE OF THE CURB, THE CONTRACTOR SHALL EXTEND LINES TO EDGE OF SEALANT OR WITHIN ONE FOOT OF THE FACE OF CURB, WHICHEVER IS LESS.
11. ALL PROPOSED PAVEMENT MARKINGS MUST BE HOT THERMOPLASTIC ON BITUMINOUS PAVEMENT, INCLUDING LONG AND SHORT LINES AND PAVEMENT MARKING LEGENDS. ALL PROPOSED PAVEMENT MARKINGS MUST BE EPOXY ON CONCRETE PAVEMENT, INCLUDING LONG AND SHORT LINES AND PAVEMENT MARKING LEGENDS.
12. TRAFFIC CONTROL SIGNS MUST BE POSTED ON PENNDOT APPROVED BREAKAWAY POSTS IN ACCORDANCE WITH THE MOST RECENT VERSION OF THE TC-8600 SERIES IN PENNDOT PUBLICATION 111.
13. ALL TRAFFIC CONTROL SIGNS SHALL BE POSTED IN ACCORDANCE WITH THE 2009 MUTCD AND THE MOST RECENT VERSION OF PENNDOT PUBLICATION 236M, HANDBOOK OF APPROVED SIGNS.
14. ALL PAVEMENT MARKINGS SHALL BE 90 MM THERMOPLASTIC AND SHALL BE IN ACCORDANCE WITH THE MOST RECENT VERSION OF THE TC-8600 SERIES IN PENNDOT PUBLICATION 111.

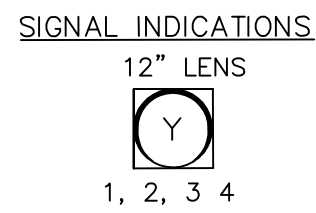


NO.	DATE	REVISION
<p><b>BURSICH</b> Sharing your Vision</p> <p><i>Corporate Headquarters</i> 2129 East High Street Pottstown, PA 19464 610-323-4040</p> <p><i>Southampton Office</i> 706 Lakeside Drive Southampton, PA 18966 215-364-2520</p> <p><b>www.bursich.com</b></p>		
<p>STRUBLE TRAIL ADA CROSSING IMPROVEMENTS</p> <p>UPPER UWCHLAN TOWNSHIP CHESTER COUNTY, PENNSYLVANIA</p>		
<p>JOB NO.: 137340-01</p> <p>SCALE:</p>	<p>DRWN: DAR</p> <p>CHKD: NEF</p>	<p>DATE: 3/10/2017</p> <p>SHEET: 1 OF 1</p>

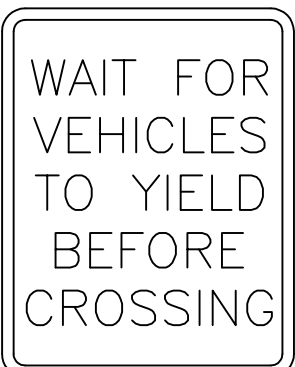
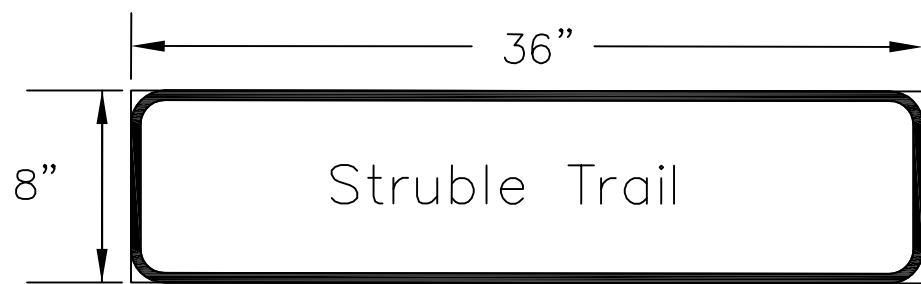


OPERATION NOTES

- UPON ACTIVE OR PASSIVE PEDESTRIAN ACTUATION, OVERHEAD LIGHTS SHALL FLASH FOR 25 SECONDS. SUCCESSIVE PEDESTRIAN ACTUATION(S) WHILE STILL TIMING OUT PREVIOUS ACTUATION TIME SHALL RESET THE COUNTDOWN.
- UPON ACTIVE OR PASSIVE PEDESTRIAN ACTUATION, ILLUMINATION OF THE OVERHEAD LIGHTS SHALL FLASH AT A RATE OF NOT LESS THAN 50 NOR MORE THAN 60 TIMES PER MINUTE EACH. LED INDICATIONS ON SIGN D SHALL FLASH CONCURRENTLY WITH THE ILLUMINATION OF THE OVERHEAD LIGHTS.
- PUSH BUTTON TO PROVIDE FOLLOWING VERBAL MESSAGE DURING THE ENTIRE LIGHTING CYCLE UPON ACTIVE OR PASSIVE PEDESTRIAN ACTUATION "CAUTION, WAIT FOR VEHICLES TO STOP BEFORE CROSSING".



SIGN TABULATION				
PLAN SYMBOL	SERIES	SIZE	REMARKS	
	W11-15	30"x30"	COMBINATION BICYCLE AND PEDESTRIAN CROSSING	
	W16-7P	24"x12"	DIAGONAL DOWNWARD POINTING ARROW PLAQUE	
	R1-1	18"x18"	STOP	
	R5-3	24"x24"	NO MOTOR VEHICLES	
	W11-15	36"x36"	COMBINED BICYCLE/PEDESTRIAN	
	R1-5L	18"x18"	YIELD HERE TO PEDESTRIANS WITH LEFT ARROW	
	SPECIAL	18"x24"	WAIT FOR VEHICLES TO YIELD BEFORE CROSSING	
	W16-9P	24"x12"	AHEAD PLAQUE	
	W16-8P	36"x8"	"STRUBLE TRAIL"	
	R10-25	9"x12"	PUSH BUTTON TO TURN ON WARNING LIGHTS	



LEGEND

- UTILITY POLE
- MAST ARM / IDENTIFYING LENGTH
- FLASHING SIGNAL INDICATIONS
- THERMAL IMAGING DETECTION CAMERA
- RECTANGULAR RAPID FLASHING BEACON WITH SIGN/IDENTIFYING LETTER
- SIGN / IDENTIFYING LETTER
- PEDESTRIAN PUSH BUTTON
- CONTROLLER ASSEMBLY
- DETECTABLE WARNING SURFACE
- ZONE OF DETECTION

○ ○ ○

SIGN (N) DETAIL NOT TO SCALE

GENERAL NOTES

NO MODIFICATIONS OF THIS INSTALLATION ARE PERMITTED UNLESS PRIOR APPROVAL IS GRANTED IN WRITING BY A REPRESENTATIVE OF THE DEPARTMENT OF TRANSPORTATION.

ALL MAINTENANCE WORK, INCLUDING TRIMMING OF TREES NECESSARY FOR PROPER VISIBILITY OF THE SIGNALS AND SIGNS, IS THE RESPONSIBILITY OF THE PERMITEE.

ALL SIGNS AND PAVEMENT MARKINGS INDICATED ARE CONSIDERED PART OF THE PERMIT AND SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH PUBLICATION 212.

POST MOUNTED SIGNALS SHALL BE INSTALLED WITH THE SIGNAL HEADS A MINIMUM OF 2 FEET BEHIND FACE OF CURB OR EDGE OF SHOULDER. SUPPORT POLES FOR OVERHEAD SIGNALS SHALL ALSO HAVE A MINIMUM CLEARANCE HORIZONTALLY OF 2 FEET.

SIGNALS ERECTED OVER THE ROADWAY SHALL HAVE A MINIMUM VERTICAL CLEARANCE OF 16 FEET ABOVE THE ROADWAY. POST MOUNTED SIGNALS SHALL BE A MINIMUM OF 8 FEET ABOVE THE SIDEWALK OR PAVEMENT.

ALL OVERHEAD SIGNALS MUST BE RIGIDLY MOUNTED, TOP AND BOTTOM, AND EQUIPPED WITH BACKPLATES.

THE MINIMUM HORIZONTAL DISTANCE BETWEEN SIGNALS, MEASURED AT RIGHT ANGLES TO THE APPROACH, SHALL BE 8 FEET.

DETERMINE, PRIOR TO INSTALLATION, THE EXACT LOCATION OF DETECTORS WITH A REPRESENTATIVE OF PENNDOT.

PRIOR TO INSTALLATION THE CONTRACTOR SHALL CONSULT WITH THE LOCAL OFFICIALS AND UTILITY COMPANIES TO RESOLVE ANY PROBLEMS WHICH MAY BE CREATED DUE TO THE LOCATION OF UTILITIES.

THIS DRAWING CANNOT BE USED AS A CONSTRUCTION DRAWING UNLESS THE PERMITEE COMPLIES WITH THE PROVISIONS OF THE LATEST AMENDMENT TO ACT 287, PREVENTION OF DAMAGE TO UNDERGROUND UTILITIES, DATED DECEMBER 20, 1974.

ALL SIGNS INDICATED ON THIS DIAGRAM ARE CONSIDERED PART OF THIS PERMIT AND SHALL BE INSTALLED AND MAINTAINED BY PERMITEE.

WHEN LIQUID FUELS MONEY IS USED, SIGNAL INSTALLATION MUST CONFORM TO FORM 408, AND A COPY OF THE PROPOSED SPECIFICATIONS MUST BE SUBMITTED TO THE DISTRICT TRAFFIC UNIT FOR REVIEW PRIOR TO BIDDING.

PERMITEE SHALL OBTAIN A HIGHWAY OCCUPANCY PERMIT FOR ANY CHANGES IN INTERSECTION GEOMETRY INVOLVING EXCAVATION.

CONDUIT INSTALLED IN BITUMINOUS ROADWAY LESS THAN 5 YEARS OLD, OR CONCRETE ROADWAY REGARDLESS OF AGE, MST BE BORED OR JACKED UNDER THE ROADWAY. INSTALL IN ACCORDANCE WITH TRAFFIC SIGNAL STANDARDS TC-8800 SERIES.

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION  
ENGINEERING DISTRICT 6-0

COUNTY : CHESTER  
MUNICIPALITY: UPPER UWCHLAN TOWNSHIP

INTERSECTION: DORLAN MILL ROAD (S.R. 4019)  
AND STRUBLE TRAIL

REVIEWED:  
MUNICIPAL OFFICIAL DATE

RECOMMENDED:  
DISTRICT TRAFFIC ENGINEER DATE

NO.	REVISION	DES./REV.	DATE	REV.	DATE	RECOM.	DATE
1							
2							
3							
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