

## **13. BILL LISTS**



Lower Heidelberg Township  
Invoice Batch: 54  
Fiscal Year 2022 10 - Oct

Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax	1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description
SENI	ARRO WATER SERVICES LLC		9000523	10/11/2022	10/14/2022	\$2,056.18	100
08-429-310	Professional Services Rendered - Other	N			\$0.00	\$1,200.00	7/1-7/31/22: Ops & Maintenance
08-429-375	Sewage Collection Treatment - BOSS	N			\$0.00	\$100.00	7/14/22: Emergency call: sewage spilling from manhole cover, coordinated with local officials and AWS employees.
08-429-375	Sewage Collection Treatment - BOSS	N			\$0.00	\$200.00	7/15/22: Inspection w/ Bill due to safety concerns
08-429-037	Repairs & Maintenance Equip & Mach	N			\$0.00	\$556.18	7/29/22: Burkholder's Motor Repair Rewind Blower
Invoice Total					\$0.00	\$2,056.18	
21STCE	21ST CENTURY MEDIA - PHILLY CLUSTER		2371919	9/4/2022	10/14/2022	\$112.26	200
01-406-034	Advertising and Printing	N			\$0.00	\$112.26	Notice: 9/6/22 Planning Comm. Workshop / 9/12/22 Planning Comm Meeting
Invoice Total					\$0.00	\$112.26	
ADAUT	ADVANCE AUTO PARTS PROFESSIONAL		4538225034842	9/7/2022	10/14/2022	\$19.31	300
01-430-250	Road Vehicle Repair and Maintenance	N			\$0.00	\$19.31	1 ea. Diesel Kleen
Invoice Total					\$0.00	\$19.31	
BELLW	BELLWOAR KELLY LLP		956	8/31/2022	10/14/2022	\$286.00	400

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01-404-000	Legal Services	N	Attorney Gross Proceeds		\$0.00	\$286.00	Code enforcement: Consolidate/revise Code amendment ordinance (O-363-22), prepare notice of Ad., Review correspondence from Pamela and Glenn.
Invoice Total					\$0.00	\$286.00	
BELLW	BELLWOAR KELLY LLP		957	8/31/2022	10/14/2022	\$5,467.57	500
01-404-000	Legal Services	N	Attorney Gross Proceeds		\$0.00	\$5,467.57	Coordination concerning RTK requests, planning commission, BOS, Lease Agreement for the Township Land, Heidelberg Bridge MOU & Resolution, Glen Ridge Estates Accessory Structures, South Heidelberg Zoning and Grant Agreement with WRJA
Invoice Total					\$0.00	\$5,467.57	
BELLW	BELLWOAR KELLY LLP		959	8/31/2022	10/14/2022	\$1,914.00	600
01-404-000	Legal Services	N	Attorney Gross Proceeds		\$0.00	\$1,914.00	Ordinances: on municipal claims, tree trimming, Faust road speed limit, proposed RV parking amendment to Jt. Zoning ordinance. Review

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							additional traffic and code enforcement ordinance amendment, Prepare Chp. 18 and Chp. 6 amendments.
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$1,914.00</b>	
BELLW	BELLWOAR KELLY LLP		960	8/31/2022	10/14/2022	\$1,464.69	700
01-406-031	Professional Services Rendered - Other	N	Attorney Gross Proceeds		\$0.00	\$1,464.69	Personnel: Investigations, Teamsters contract negotiations.
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$1,464.69</b>	
BELLW	BELLWOAR KELLY LLP		961	8/31/2022	10/14/2022	\$1,166.00	800
01-414-314	Legal Fees Planning & Zoning	N	Attorney Gross Proceeds		\$0.00	\$1,166.00	GV Terrace: Correspondences with P. Stevens, Atty. Folino, R. Rhodes, Counsel, Heath, and Sal, Telephone conference with Developer reps. Analysis with J. Lang - PC issues and statusNPDES info, review DEPFAQ sheet, start agreement prep.
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$1,166.00</b>	
BELLW	BELLWOAR KELLY LLP		884	7/31/2022	10/14/2022	\$176.00	900
01-414-314	Legal Fees Planning & Zoning	N	Attorney Gross		\$0.00	\$176.00	Correspondence with Ryan, Zoom



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							meeting with Ryan re close out issues
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$176.00</b>	
BRANT	ROBERT L BRANT & ASSOCIATES LLC		24170	9/12/2022	10/14/2022	\$2,598.75	1000
01-406-031	Professional Services Rendered - Other	N			\$0.00	\$2,598.75	Personnel matter investigation: Telephone calls, e-mails, open files, interviews
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$2,598.75</b>	
BRANT	ROBERT L BRANT & ASSOCIATES LLC		24237	10/11/2022	10/14/2022	\$4,677.50	1100
01-406-031	Professional Services Rendered - Other	N			\$0.00	\$4,677.50	Personnel matter: Telephone calls w/ Solicitor, receipt and review of complaint, materials, documents; review numerous e-mails; Prep for and attendance at meeting regarding complaint; Research Hostile Work environment conditions; Discuss with Counsel, Investigation interview schedule
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$4,677.50</b>	
BRANT	ROBERT L BRANT & ASSOCIATES LLC		24238	10/12/2022	10/14/2022	\$4,157.25	1200
01-406-031	Professional Services Rendered - Other	N			\$0.00	\$4,157.25	E-mail exchange w/ Council; Conference w/ Council; Arrange




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Source: *U.S. Census Bureau*.





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CANONF	CANON FINANCIAL SERVICES INC		29166431	9/11/2022	10/14/2022	\$308.37	2300
01-406-024	Copier Lease & Maintenance	N			\$0.00	\$308.37	Police copier contract payment and black/white & copier loner usage
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$308.37</b>	
CEDARVILLE	CEDARVILLE ENGINEERING GROUP INC		14672	9/30/2022	10/14/2022	\$1,000.00	2400
01-406-310	Computer Support Services	N			\$0.00	\$150.00	eMuni-Admin
01-410-310	Computer Services/Purchases	N			\$0.00	\$50.00	eMuni-Police
01-414-315	Zoning & Planning Other	N			\$0.00	\$150.00	eMuni-Zoning/Planning
01-430-310	Computer Expense	N			\$0.00	\$150.00	eMuni-Roads
08-429-270	Computer Hardware/Software/Supplies	N			\$0.00	\$500.00	eMuni-Sewer
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$1,000.00</b>	
COUNB	COUNTY OF BERKS		5409100	9/5/2022	10/14/2022	\$393.00	2500
01-410-329	Berks County Communication & Mobile	N			\$0.00	\$393.00	Mobile Computer and Software
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$393.00</b>	
COUNB	COUNTY OF BERKS		5904437	9/25/2022	10/14/2022	\$579.30	2600
01-410-329	Berks County Communication & Mobile	N			\$0.00	\$579.30	MCT Replacement
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$579.30</b>	
COMCT	COMCAST		09172022	9/17/2022	10/14/2022	\$322.82	2700
01-409-325	Internet Fees	N			\$0.00	\$322.82	Internet / Telephone services
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$322.82</b>	
GALLS	GALLS LLC		022034617	9/1/2022	10/14/2022	\$123.72	2800



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01-410-238	Police Uniforms	N			\$0.00	\$123.72	Police: (1) Streamlight Polytac LED; (1) Tactical mirror w/o case; IPOK individual patrol officer kit; (1) 10 pk single spare cuffs
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$123.72</b>	
<b>GENCO</b>	<b>GENERAL CODE</b>		GC00118176	9/16/2022	10/14/2022	\$1,195.00	2900
01-406-031	Professional Services Rendered - Other	N			\$0.00	\$1,195.00	eCode Annual Maintenance
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$1,195.00</b>	
<b>GREENG</b>	<b>GREEN GIANT PEST CONTROL</b>		566532	9/20/2022	10/14/2022	\$156.75	3000
01-409-373	Repairs and Maintenance Bldg	N			\$0.00	\$156.75	Regularly scheduled pest control visit.
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$156.75</b>	
<b>HURST</b>	<b>HURST REPAIR LLC</b>		29005	9/27/2022	10/14/2022	\$43.00	3100
01-430-240	Public Works - Operating Supplies	N			\$0.00	\$43.00	PSI
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$43.00</b>	
<b>HURST</b>	<b>HURST REPAIR LLC</b>		29011	9/28/2022	10/14/2022	\$83.00	3200
01-430-240	Public Works - Operating Supplies	N			\$0.00	\$83.00	PSI
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$83.00</b>	
<b>HURST</b>	<b>HURST REPAIR LLC</b>		29013	9/28/2022	10/14/2022	\$69.00	3300
01-430-240	Public Works - Operating Supplies	N			\$0.00	\$69.00	PSI
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$69.00</b>	

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<b>HURST</b>	<b>HURST REPAIR LLC</b>		29014	9/28/2022	10/14/2022	\$83.00	3400
01-430-240	Public Works - Operating Supplies	N			\$0.00	\$83.00	PSI
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$83.00</b>	
<b>HURST</b>	<b>HURST REPAIR LLC</b>		29018	9/28/2022	10/14/2022	\$280.23	3500
01-430-240	Public Works - Operating Supplies	N			\$0.00	\$280.23	HD Trailer inspection; New tire; mount tire; tire disposal; swap tires around
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$280.23</b>	
<b>MCQWE</b>	<b>MCQ WEB DESIGN</b>		2055	10/11/2022	10/14/2022	\$300.00	3600
01-406-310	Computer Support Services	N			\$0.00	\$300.00	10/01-12/31/2022 Website maintenance
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$300.00</b>	
<b>JPMAS</b>	<b>J.P. MASCARO</b>		461438	10/1/2022	10/14/2022	\$40,018.18	3700
01-427-045	Contract Fees for Trash & Recycling (Bid Contract)	N			\$0.00	\$40,018.18	10/1 - 10/31/2022 Waste removal
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$40,018.18</b>	
<b>NATUN</b>	<b>NATIONAL UNIFORM RENTAL</b>		995968	8/31/2022	10/14/2022	\$40.00	3800
01-430-440	Road Crew Uniforms	N			\$0.00	\$40.00	Road crew uniforms
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$40.00</b>	
<b>NATUN</b>	<b>NATIONAL UNIFORM RENTAL</b>		996257	9/7/2022	10/14/2022	\$40.00	3900
01-430-440	Road Crew Uniforms	N			\$0.00	\$40.00	Road crew uniforms
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$40.00</b>	
<b>NATUN</b>	<b>NATIONAL UNIFORM RENTAL</b>		996553	9/14/2022	10/14/2022	\$40.00	4000

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01-430-440	Road Crew Uniforms	N			\$0.00	\$40.00	Road crew uniforms
		Invoice Total			\$0.00	\$40.00	
NATUN	NATIONAL UNIFORM RENTAL		996848	9/21/2022	10/14/2022	\$40.00	4100
01-430-440	Road Crew Uniforms	N			\$0.00	\$40.00	Road crew uniforms
		Invoice Total			\$0.00	\$40.00	
NATUN	NATIONAL UNIFORM RENTAL		997137	9/26/2022	10/14/2022	\$40.00	4200
01-430-440	Road Crew Uniforms	N			\$0.00	\$40.00	Road crew uniforms
		Invoice Total			\$0.00	\$40.00	
NATUN	NATIONAL UNIFORM RENTAL		997423	10/5/2022	10/14/2022	\$40.00	4300
01-430-440	Road Crew Uniforms	N			\$0.00	\$40.00	Road crew uniforms
		Invoice Total			\$0.00	\$40.00	
LHTPO	LHT POLICE OFFICERS ASSOCIATION		POLICE PR 09/08/22	9/8/2022	10/14/2022	\$160.00	4400
01-225-001	LHTPOA Fees	N			\$0.00	\$160.00	Union dues 09/08/2022
		Invoice Total			\$0.00	\$160.00	
LHTPO	LHT POLICE OFFICERS ASSOCIATION		POLICE PR 09/22/2022	9/22/2022	10/14/2022	\$160.00	4500
01-225-001	LHTPOA Fees	N			\$0.00	\$160.00	union dues for 09/22/222 PR
		Invoice Total			\$0.00	\$160.00	
KRAFK	KRAFT ENGINEERING		M101-66	8/28/2022	10/14/2022	\$1,595.00	4600
01-408-313	Engineering Services	N			\$0.00	\$1,595.00	Prep/Attendance Aug BOS meeting & PC meeting; ongoing correspondence



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		Invoice Total			\$0.00	\$1,595.00	w/Twp staff on various issues.
KRAFK	KRAFT ENGINEERING		M132-07-02	8/28/2022	10/14/2022	\$232.00	4700
01-408-313	Engineering Services	N			\$0.00	\$232.00	Eng. services related to issuing a road occupancy permit for UGI at 30 Sunset Court.
		Invoice Total			\$0.00	\$232.00	
KRAFK	KRAFT ENGINEERING		M150-02	8/28/2022	10/14/2022	\$984.50	4800
01-414-313	Engineering Fees Planning & Zoning	N			\$0.00	\$984.50	Eng. services related to conl. mapping revisions and updates for the zoning map as requested by Twp.
		Invoice Total			\$0.00	\$984.50	
KRAFK	KRAFT ENGINEERING		M153-09	8/28/2022	10/14/2022	\$1,526.50	4900
01-408-313	Engineering Services	N			\$0.00	\$1,526.50	Services related to construction phase services.
		Invoice Total			\$0.00	\$1,526.50	
KRAFK	KRAFT ENGINEERING		M202a-13	8/28/2022	10/14/2022	\$261.00	5000
01-414-313	Engineering Fees Planning & Zoning	N			\$0.00	\$261.00	Ongoing e-mail and phone correspondence w/ applicant and his lam as well as cont. plan review through 8/26/22.



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					\$0.00	\$261.00	
KRAFK	KRAFT ENGINEERING		M207a-12	8/28/2022	10/14/2022	\$638.00	5100
01-414-313	Engineering Fees Planning & Zoning	N			\$0.00	\$638.00	Services related to ongoing plan review and discussion regarding drainage concerns, sidewalks and offsite easements.
			Invoice Total		\$0.00	\$638.00	
KRAFK	KRAFT ENGINEERING		M334-19	8/28/2022	10/14/2022	\$1,734.00	5200
01-414-313	Engineering Fees Planning & Zoning	N			\$0.00	\$1,734.00	Ongoing construction observation activities including paving observation through 8/26/22.
			Invoice Total		\$0.00	\$1,734.00	
KRAFK	KRAFT ENGINEERING		M336-21	8/28/2022	10/14/2022	\$1,752.25	5300
01-408-313	Engineering Services	N			\$0.00	\$1,752.25	D.R. Horton - discussions / meetings - on-lot SWM; Basin sinkhole concerns; Gen. cons. observation activities
			Invoice Total		\$0.00	\$1,752.25	
KRAFK	KRAFT ENGINEERING		M337-04	8/28/2022	10/14/2022	\$145.00	5400
01-408-313	Engineering Services	N			\$0.00	\$145.00	Eng. services related to cons. phase services and



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					\$0.00	\$145.00	ongoing project correspondence through 8/26/2022.
			Invoice Total		\$0.00	\$145.00	
KRAFK	KRAFT ENGINEERING		M338-03	8/28/2022	10/14/2022	\$484.50	5500
01-408-313	Engineering Services	N			\$0.00	\$484.50	Eng. services related to cons phase services and construction observation through 8/26/22.
			Invoice Total		\$0.00	\$484.50	
LSTIRE	LS TIRE LLC		12065	9/9/2022	10/14/2022	\$20.00	5600
01-430-250	Road Vehicle Repair and Maintenance	N			\$0.00	\$20.00	2005 F550 tire repair: Tire repair
			Invoice Total		\$0.00	\$20.00	
LYNXC	LYNX COMPUTER TECHNOLOGIES INC		647668	8/12/2022	10/14/2022	\$35.00	5700
01-410-310	Computer Services/Purchases	N			\$0.00	\$35.00	Billable services: Help accessing website - 2 computers not working. Found route statements missing. Added back in and also to firewall. Confirmed site working.
			Invoice Total		\$0.00	\$35.00	
LYNXC	LYNX COMPUTER TECHNOLOGIES INC		648464	9/10/2022	10/14/2022	\$563.75	5800
01-410-310	Computer Services/Purchases	N			\$0.00	\$563.75	September billing for Datto/Essentials Secured/ DUO





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		Invoice Total			\$0.00	\$563.75	
LYNXC	LYNX COMPUTER TECHNOLOGIES INC		133409	9/26/2022	10/14/2022	\$1,584.00	5900
01-406-310	Computer Support Services	N			\$0.00	\$1,584.00	SonicWall Advanced Gateway Security Suite Bundle for TZ350 Series VB02-SSC- 1775
	Invoice Total				\$0.00	\$1,584.00	
SMITH	JORDAN SMITH		09282022	9/27/2022	10/14/2022	\$40.00	6000
01-410-240	Police Supplies	N			\$0.00	\$40.00	BLK duty uniform pants
	Invoice Total				\$0.00	\$40.00	
NO.AM	NO. AMERICAN BENEFITS COMPANY (NABCO)		862109142022	10/1/2022	10/14/2022	\$309.00	6100
01-487-001	Group Term Life & Disability Ins	N			\$0.00	\$309.00	Basic AD&D; Basic Term Life
	Invoice Total				\$0.00	\$309.00	
NO.AM	NO. AMERICAN BENEFITS COMPANY (NABCO)		755109142022	10/1/2022	10/14/2022	\$1,054.22	6200
01-487-001	Group Term Life & Disability Ins	N			\$0.00	\$1,054.22	Basic AD&D; Basic Long-Term Disability; Basic Term Life; Basic Short-Term Disability
	Invoice Total				\$0.00	\$1,054.22	
PAAWA	PENNSYLVANIA AMERICAN WATER		9027609122022	10/4/2022	10/14/2022	\$17.75	6300
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$17.75	Sewer - 3355 Harwood Lane



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PACOR	PENNSYLVANIA CORRECTIONAL INDUSTRIES		90171319	9/21/2022	10/14/2022	\$57.45	6400
01-407-700	Office Furnishings	N			\$0.00	\$57.45	5 Name plates
	Invoice Total				\$0.00	\$57.45	
PAONE	PENNSYLVANIA ONE CALL SYSTEM INC		968631	9/30/2022	10/14/2022	\$50.77	6500
08-429-317	PA One Call System	N			\$0.00	\$50.77	One call services
	Invoice Total				\$0.00	\$50.77	
PLAST	PLASTERER EQUIPMENT CO INC		P39099	9/15/2022	10/14/2022	\$117.62	6600
01-430-250	Road Vehicle Repair and Maintenance	N			\$0.00	\$117.62	(2) Shop Cleaner; (10) Grease
	Invoice Total				\$0.00	\$117.62	
PROSH	PROSHRED SECURITY		2112048	8/12/2022	10/14/2022	\$49.50	6700
01-410-240	Police Supplies	N			\$0.00	\$49.50	Police secure shredding services
	Invoice Total				\$0.00	\$49.50	
PROSH	PROSHRED SECURITY		2113349	9/9/2022	10/14/2022	\$49.50	6800
01-410-240	Police Supplies	N			\$0.00	\$49.50	Police secure shredding
	Invoice Total				\$0.00	\$49.50	
UGI12	UGI UTILITIES INC		09302022	9/30/2022	10/14/2022	\$19.85	6900
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$19.85	Sewer: Harwood Lane
	Invoice Total				\$0.00	\$19.85	



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Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax 1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description	
VERIZ	VERIZON		09202022	9/20/2022	10/14/2022	\$65.88	7000
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$65.88	phone services
	Invoice Total				\$0.00	\$65.88	
WERNR	WERNERSVILLE PUBLIC LIBRARY		2022 #2	10/14/2022	10/14/2022	\$10,902.50	7100
01-456-540	Library Contribution	N			\$0.00	\$10,902.50	Balance of Library donation for 2022
	Invoice Total				\$0.00	\$10,902.50	
ZIMME	ZIMMERMAN FARM SERVICE INC		109623	9/19/2022	10/14/2022	\$758.07	7200
01-430-250	Road Vehicle Repair and Maintenance	N			\$0.00	\$758.07	Strip sealing; Window assy; Shop supplies
	Invoice Total				\$0.00	\$758.07	
WESTR	WESTERN BERKS FIRE DEPT RELIEF ASSN		2022 STATE AID	9/22/2022	10/14/2022	\$45,029.08	7300
01-411-540	Release of Vol Fire Relief Assoc	N			\$0.00	\$45,029.08	2022 Vol Fire Relief State Aid
	Invoice Total				\$0.00	\$45,029.08	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110319	8/31/2022	10/14/2022	\$369.05	7400
08-429-313	Engineering Fees	N			\$0.00	\$369.05	2019 Sanitary Sewer Rehabilitation Project
	Invoice Total				\$0.00	\$369.05	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110320	8/31/2022	10/14/2022	\$738.10	7500
08-429-313	Engineering Fees	N			\$0.00	\$738.10	Glen Ridge Estates Phase 2A & 2B
	Invoice Total				\$0.00	\$738.10	

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Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax 1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110321	10/11/2022	10/14/2022	\$232.50	7600
08-429-049	SEO Treatment Professional Services	N			\$0.00	\$232.50	SEO - 3448 State Hill Rd (Z140845)
	Invoice Total				\$0.00	\$232.50	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110322	10/14/2022	10/14/2022	\$1,110.72	7700
08-429-313	Engineering Fees	N			\$0.00	\$1,110.72	Manhole Reb Project - Design
	Invoice Total				\$0.00	\$1,110.72	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110323	8/31/2022	10/14/2022	\$1,807.46	7800
08-429-313	Engineering Fees	N			\$0.00	\$1,807.46	Spring Township metering manhole
	Invoice Total				\$0.00	\$1,807.46	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110324	8/31/2022	10/14/2022	\$218.57	7900
08-429-313	Engineering Fees	N			\$0.00	\$218.57	General work - 2022
	Invoice Total				\$0.00	\$218.57	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110325	8/31/2022	10/14/2022	\$155.00	8000
08-429-049	SEO Treatment Professional Services	N			\$0.00	\$155.00	SEO-general Work 2022
	Invoice Total				\$0.00	\$155.00	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110326	8/31/2022	10/14/2022	\$318.75	8100
08-429-049	SEO Treatment Professional Services	N			\$0.00	\$318.75	SEO - 588 Fairmont St.; Sandmound (Z2241524)
	Invoice Total				\$0.00	\$318.75	
SYSTE	SYSTEMS DESIGN ENGINEERING INC		110327	8/31/2022	10/14/2022	\$902.55	8200

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Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax	1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description
PPLSL	PPL ELECTRIC UTILITIES		24001460100928202 2	10/31/2022	11/1/2022	\$2.05	100
01-434-036	Street Light Electric (PPL)	N			\$0.00	\$2.05	Street lights - Rosewood Hills
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$2.05</b>	
PPLEL	PPL ELECTRIC UTILITIES		17201460020928202 2	10/31/2022	11/1/2022	\$7,264.38	300
01-434-036	Street Light Electric (PPL)	N			\$0.00	\$7,264.38	Street lights
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$7,264.38</b>	
PPLEL	PPL ELECTRIC UTILITIES		90841040111004202 2	11/4/2022	11/1/2022	\$50.41	400
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$50.41	Sewer meter - Saddlebrook Drive
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$50.41</b>	
PPLEL	PPL ELECTRIC UTILITIES		28707230701004202 2	10/4/2022	11/1/2022	\$50.31	500
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$50.31	Sewer meter - Saddlebrook Drive
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$50.31</b>	
PPLEL	PPL ELECTRIC UTILITIES		21861070151006202 2	10/25/2022	11/1/2022	\$51.83	600
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$51.83	Sewer meter - 323- 1/2 Kentucky Avenue Sewer meter
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$51.83</b>	
PPLEL	PPL ELECTRIC UTILITIES		26610700011102022	10/6/2022	11/1/2022	\$51.60	800

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GL Account #	Account Description	Tax	1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$51.60	RT422 Sewer meter - 4636 Penn Avenue
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$51.60</b>	
PPLEL	PPL ELECTRIC UTILITIES		14061080041006202 2	10/6/2022	11/1/2022	\$49.88	900
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$49.88	Sewer meter - Rosewood Hills, end of Terrace Drive
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$49.88</b>	
PPLEL	PPL ELECTRIC UTILITIES		83461080011006202 2	10/6/2022	11/1/2022	\$2,387.66	1000
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$2,387.66	Electric to LHT property
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$2,387.66</b>	
PPLEL	PPL ELECTRIC UTILITIES		15241090011005202 2	10/25/2022	11/1/2022	\$51.24	1200
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$51.24	Sewer meter - Stilzer Avenue
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$51.24</b>	
PPLEL	PPL ELECTRIC UTILITIES		03051130061005202 2	10/5/2022	11/1/2022	\$50.89	1300
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$50.89	Sewer meter - Wilson Street
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$50.89</b>	
SENV	ARRO WATER SERVICES LLC		9000598	10/21/2022	11/1/2022	\$1,200.00	1400
08-429-310	Professional Services Rendered - Other	N			\$0.00	\$1,200.00	Operation & Maintenance

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Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax 1099	Sales Tax Amount		Liq. Amount	Detail Amount	Detail Description
							ending 8/31/2022
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$1,200.00</b>	
BATTE	BATTERY WAREHOUSE		71485	10/21/2022	11/1/2022	\$67.30	1500
01-410-240	Police Supplies	N			\$0.00	\$67.30	(6) CR1/3N 3V Lithium (2L76); (CR23A Panasonic CR123 (3) Volt Lithium Battery
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$67.30</b>	
LYNXC	LYNX COMPUTER TECHNOLOGIES INC		649103	9/16/2022	11/1/2022	\$37.50	1600
01-410-310	Computer Services/Purchases	N			\$0.00	\$37.50	Police: 9/13/22- Unexpected shutdown alerts for both servers. Checked the APC logs, power outage that ran longer than the battery could hold things up.
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$37.50</b>	
LYNXC	LYNX COMPUTER TECHNOLOGIES INC		649276	9/23/2022	11/1/2022	\$75.00	1700
01-410-310	Computer Services/Purchases	N			\$0.00	\$75.00	9/19/2022: Worked w/ Tom and others at Cody Systems to obtain names / numbers of their techs and users for DUO 2FA and set off enrollment texts to their mobile phones.
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$75.00</b>	
LYNXC	LYNX COMPUTER TECHNOLOGIES INC		649463	9/29/2022	11/1/2022	\$37.50	1800



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GL Account #	Account Description	Tax 1099	Sales Tax Amount		Liq. Amount	Detail Amount	Detail Description
01-406-310	Computer Support Services	N			\$0.00	\$37.50	9/27/22: Sonicwall license renewal. Apply new license key to device, verify new expiration date, update manage configuration.
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$37.50</b>	
LYNXC	LYNX COMPUTER TECHNOLOGIES INC		649732	10/10/2022	11/1/2022	\$492.40	1900
01-406-310	Computer Support Services	N			\$0.00	\$492.40	Agreement monthly services; Datto/Stratix Essentials Secured/DUO/O365
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$492.40</b>	
LOC429	LOCAL UNION 429		OCT 2022	10/5/2022	11/1/2022	\$287.00	2000
01-225-018	Teamster Union Dues	N			\$0.00	\$287.00	October 2022
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$287.00</b>	
LHTPO	LHT POLICE OFFICERS ASSOCIATION		PD DUES 10/06/2022	10/6/2022	11/1/2022	\$160.00	2100
01-225-001	LHTPOA Fees	N			\$0.00	\$160.00	Dues 10/06/2022
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$160.00</b>	
LHTPO	LHT POLICE OFFICERS ASSOCIATION		PD DUES 11/03/2022	10/20/2022	11/1/2022	\$160.00	2200
01-225-001	LHTPOA Fees	N			\$0.00	\$160.00	10/20/2022 Police union dues
			<b>Invoice Total</b>		<b>\$0.00</b>	<b>\$160.00</b>	
GREATAM	GREAT AMERICAN FINANCIAL SERVICES		32628335	10/13/2022	11/1/2022	\$70.00	2300



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Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax 1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description	
01-406-025	Postage	N			\$0.00	\$70.00	Postage meter lease
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$70.00</b>	
<b>MILLER</b>	<b>MILLER MUNICIPAL SUPPLY, LLC</b>		138107	9/30/2022	11/1/2022	\$115.50	2400
01-430-246	Street Signs, Parts, and Paint	N			\$0.00	\$115.50	No Parking signs for Vermont Ave., New York Ave., Pennsylvania Ave.
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$115.50</b>	
<b>NO.AM</b>	<b>NO. AMERICAN BENEFITS COMPANY (NABCO)</b>		8621111012022	11/1/2022	11/1/2022	\$309.00	2500
01-487-001	Group Term Life & Disability Ins	N			\$0.00	\$309.00	November 2022: Basic AD&D; Basic Term Life
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$309.00</b>	
<b>NO.AM</b>	<b>NO. AMERICAN BENEFITS COMPANY (NABCO)</b>		7551110312022	11/1/2022	11/1/2022	\$1,054.22	2600
01-487-001	Group Term Life & Disability Ins	N			\$0.00	\$1,054.22	November 2022: Basic AD&D; Basic Long-Term Disability; Basic Term Life; Basic Short-term Disability
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$1,054.22</b>	
<b>SPITI</b>	<b>SPITLER'S GARAGE &amp; TOWING</b>		4694	9/8/2022	11/1/2022	\$59.95	2700
01-410-251	Repairs & Maint to Police Vehicles	N			\$0.00	\$59.95	Veh 53-2: Oil/Filter change
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$59.95</b>	
<b>SPITI</b>	<b>SPITLER'S GARAGE &amp; TOWING</b>		4697	9/15/2022	11/1/2022	\$340.74	2800



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Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax 1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description	
01-410-251	Repairs & Maint to Police Vehicles	N			\$0.00	\$340.74	Oil/Filter change; Diagnosis; Water pump pulley is loose / making. Found shaft that pulley is mounted to is broke internally; Water pump and coolant flush; labor
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$340.74</b>	
<b>SPITI</b>	<b>SPITLER'S GARAGE &amp; TOWING</b>		4700	9/16/2022	11/1/2022	\$89.95	2900
01-410-251	Repairs & Maint to Police Vehicles	N			\$0.00	\$89.95	2015 Chevy Tahoe: Synthetic Oil & Filter change
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$89.95</b>	
<b>SPITI</b>	<b>SPITLER'S GARAGE &amp; TOWING</b>		4703	9/20/2022	11/1/2022	\$938.79	3000
01-410-251	Repairs & Maint to Police Vehicles	N			\$0.00	\$938.79	Veh #53-7: Scanned vehicle for codes - found cylinder 4 misfire. Fuel injector failure. Replaced fuel injector and intake gaskets; Oil/filter change and labor
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$938.79</b>	
<b>PAAWA</b>	<b>PENNSYLVANIA AMERICAN WATER</b>		90406110052022	10/27/2022	11/1/2022	\$1,308.89	3100
01-411-363	Fire Hydrant Expense	N			\$0.00	\$1,308.89	Fire Hydrants
<b>Invoice Total</b>					<b>\$0.00</b>	<b>\$1,308.89</b>	
<b>JPMAS</b>	<b>J.P. MASCARO</b>		465146	11/1/2022	11/1/2022	\$40,018.18	3200
01-427-045	Contract Fees for Trash & Recycling (Bid	N			\$0.00	\$40,018.18	Waste removal



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GL Account #	Account Description	Tax 1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description	
	Contract)					11/01 - 11/30/2022	
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$40,018.18</b>	
<b>COMCT</b>	<b>COMCAST</b>		10172022	10/17/2022	11/1/2022	\$331.87	3300
01-409-325	Internet Fees	N			\$0.00	\$321.87	Internet/Telephone
01-406-311	Finance Charges	N			\$0.00	\$10.00	Late Fee
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$331.87</b>	
<b>PAAWA</b>	<b>PENNSYLVANIA AMERICAN WATER</b>		9027610122022	10/12/2022	11/1/2022	\$17.94	3400
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$17.67	Water for pump station at 3355 Harwood Lane
01-406-311	Finance Charges	N			\$0.00	\$0.27	Late fee
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$17.94</b>	
<b>ROBES</b>	<b>ROBESONIA-WERNERSVILLE MUNICIPAL AUTHORITY</b>		2159	10/3/2022	11/1/2022	\$18,255.75	3500
08-429-373	Sewage Collection Treatment - Robesonia Wernersvil	N			\$0.00	\$18,255.75	Treatment Charges - Sept. 2022
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$18,255.75</b>	
<b>STAPLE</b>	<b>STAPLES ADVANTAGE</b>		8067674068	9/24/2022	11/1/2022	\$71.94	3600
01-410-240	Police Supplies	N			\$0.00	\$32.99	Police: Bus. Cards 13 clean edge 2side
01-406-021	General Office Supplies	N			\$0.00	\$38.95	Gen off. supplies: 64GB USB 2.0 Drive 10PK blk
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$71.94</b>	
<b>MCQWE</b>	<b>MCQ WEB DESIGN</b>		2082	10/25/2022	11/1/2022	\$229.99	3700
01-406-310	Computer Support Services	N			\$0.00	\$229.99	McQ Web Hosting - 1 yr Gold Package 11/01/2022 -

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GL Account #	Account Description	Tax 1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description	
						10/31/2023	
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$229.99</b>	
<b>VCA S</b>	<b>VCA SINKING SPRING ANIMAL HOSPITAL</b>		126006757	9/29/2022	11/1/2022	\$433.38	3800
01-410-315	K-9 Expense	N			\$0.00	\$433.38	9/29/22: Exam / Carprofen / Cefpodoxime / Sedation / EDD Adult Blood Panel HW+Tick Dz Test UA K9 / Nail Trim
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$433.38</b>	
<b>VERIV</b>	<b>VERIZON WIRELESS</b>		9917048785	10/24/2022	11/1/2022	\$400.13	3900
01-406-032	Telephone and Wireless Commun	N			\$0.00	\$42.16	Road crew
01-410-324	Wireless Phones	N			\$0.00	\$235.79	Police
01-406-032	Telephone and Wireless Commun	N			\$0.00	\$42.16	Admin
08-429-036	Public Utilities, Water, Electric	N			\$0.00	\$80.02	Sewer
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$400.13</b>	
<b>WERNW</b>	<b>WERNERSVILLE MUNICIPAL AUTHORITY</b>		621	10/12/2022	11/1/2022	\$2,556.00	4000
01-411-363	Fire Hydrant Expense	N			\$0.00	\$2,556.00	4th QTR Hydrant rentals - 71 Hydrants
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$2,556.00</b>	
<b>WERNW</b>	<b>WERNERSVILLE MUNICIPAL AUTHORITY</b>		558	9/30/2022	11/1/2022	\$243.00	4100
08-429-366	Meter Readings	N			\$0.00	\$243.00	3RD QTR Meler readings - 486 meters
	<b>Invoice Total</b>				<b>\$0.00</b>	<b>\$243.00</b>	

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Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax	1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description
WERNW	WERNERSVILLE MUNICIPAL AUTHORITY		65.48	10/31/2022	11/1/2022	\$72.03	4200
01-409-366	Township Water Bills	N			\$0.00	\$65.48	Water usage 10300
01-406-311	Finance Charges	N			\$0.00	\$6.55	Late fee
Invoice Total					\$0.00	\$72.03	
WESTW	WESTERN BERKS FIRE DEPARTMENT		LHT-2022-004	10/1/2022	11/1/2022	\$119,665.00	4300
01-411-317	Fire Company - Western Berks Donation	N			\$0.00	\$119,665.00	2022 4TH QTR
Invoice Total					\$0.00	\$119,665.00	
HEIST	SHANNON HEIST		20940287	9/22/2022	11/1/2022	\$212.78	4400
01-410-238	Police Uniforms	N			\$0.00	\$212.78	Training / Court Attire reimbursement order #20940287
Invoice Total					\$0.00	\$212.78	
AMWAT	AMERICAN WATER		4000245316	10/1/2022	11/1/2022	\$69.11	4500
08-429-366	Meier Readings	N			\$0.00	\$69.11	1016 records
Invoice Total					\$0.00	\$69.11	
LYNXC	LYNX COMPUTER TECHNOLOGIES INC		649715	10/10/2022	11/1/2022	\$563.75	4600
01-410-310	Computer Services/Purchases	N			\$0.00	\$563.75	Police: Datto/Essentials Secured/DUO
Invoice Total					\$0.00	\$563.75	
HOMED	HOME DEPOT CREDIT SERVICES		2012127	9/12/2022	11/1/2022	\$171.57	4700
01-438-001	Highway - Road Work Main, Etc	N			\$0.00	\$171.57	Storm box repair ideas: (2)Tapcon drill bits;



Lower Heidelberg Township  
Invoice Batch: 57  
Fiscal Year 2022 11 - Nov

Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax	1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description
							(2)Auto Center punch; (2)3/16" X 4" X 6" Shockwave C;(1)15/32 4x8 RTD plywood (3-ply); (3)10.10OZ Mortar fix;(1)24" box level; (1)1/2X10 rebar; plus (\$10)discount
Invoice Total					\$0.00	\$171.57	
HOMED	HOME DEPOT CREDIT SERVICES		2013812	9/30/2022	11/1/2022	\$473.45	4800
01-409-373	Repairs and Maintenance Bldg	N			\$0.00	\$473.45	Shed repairs & paint: (2)Fils all paint can pour spout; (5)2" white brush; (4) 3"white brush; (1)9x1/2" woven roll cov 3PK; (1)Drylock Waterproof 5gal white; 1" white brush(5);(1)JB Weld Pro Original twin tube; (2)12" 8TOZPI Carb Thk Metl PK; (2)5450 SG UPW
Invoice Total					\$0.00	\$473.45	
HOMED	HOME DEPOT CREDIT SERVICES		4513766	9/30/2022	11/1/2022	\$209.91	4900
01-409-373	Repairs and Maintenance Bldg	N			\$0.00	\$209.91	(3)(250W)HU ND DL E26 1Pk
Invoice Total					\$0.00	\$209.91	
Total for Fund 01					\$0.00	\$178,200.40	
Total for Fund 08					\$0.00	\$22,609.37	





Lower Heidelberg Township  
Invoice Batch: 57  
Fiscal Year 2022 11 - Nov

Vendor #      Name  
GL Account #      Account Description

PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
Tax    1099	Sales Tax Amount				
Total for Batch 57				\$0.00	
Total Invoices				\$200,809.77	53
Total Credit Memos				\$0.00	0



Lower Heidelberg Township  
Invoice Batch: 56  
Fiscal Year 2022 11 - Nov

Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax	1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description
PPEL	PPL ELECTRIC UTILITIES		98461090091006202	10/6/2022	11/1/2022	\$104.45	100
35-434-361	Traffic Signals Electricity	N			\$0.00	\$104.45	Traffic signal - RT 422 & Green Valley Road
Invoice Total					\$0.00	\$104.45	
MERCE	MERCER MACHINE & HYDRAULICS		135988	9/21/2022	11/1/2022	\$391.05	200
35-437-002	Highway Vehicle Repairs	N			\$0.00	\$391.05	Recognition (1)D/A Hydraulic Cylinder Reference #145909/G2091
Invoice Total					\$0.00	\$391.05	
STEPS	STEPHENSON EQUIPMENT INC		10187983	9/15/2022	11/1/2022	\$261.96	300
35-437-002	Highway Vehicle Repairs	N			\$0.00	\$261.96	(6)V-belt for Bandit wood chipper
Invoice Total					\$0.00	\$261.96	
TELCO	TELCO INC		32867	9/16/2022	11/1/2022	\$200.00	400
35-433-245	Repair & Maintenance Traffic Signals	N			\$0.00	\$200.00	9/7/22: Flashers between Park and Grande out, breaker tripped at cabinet. Found dead short black to neutral, mice family in signal head. Cleaned out mice and debris, used spare wire, re-programmed time of day values and checked timing plan.



Lower Heidelberg Township  
Invoice Batch: 56  
Fiscal Year 2022 11 - Nov

Vendor #	Name	PO #	Invoice #	Inv Date	Due Date	Invoice Amount	Sequence #
GL Account #	Account Description	Tax	1099	Sales Tax Amount	Liq. Amount	Detail Amount	Detail Description
Invoice Total					\$0.00	\$200.00	
TELCO	TELCO INC		32924	10/14/2022	11/1/2022	\$148.95	500
35-433-245	Repair & Maintenance Traffic Signals	N			\$0.00	\$148.95	9/13/22: Green Valley School Flashers - Flashers were working in AM, not in the afternoon. Bottom LeD in flasher was out. Replaced. Checked operation.
Invoice Total					\$0.00	\$148.95	
Total for Fund 35					\$0.00	\$1,106.41	
Total for Batch 56					\$0.00	\$1,106.41	
Total Invoices						\$1,106.41	5
Total Credit Memos						\$0.00	0

# 14. NOVEMBER 2022

## TREASURER REPORT

GENERAL FUND VIST  
CHECKING ACCOUNT 01-100-000

SEWER FUND  
VIST SAVINGS ACCOUNT 08-106-001

STATE AID – LIQUID FUELS FUND  
VIST CHECKING ACCOUNT 35-100-000

**14. NOVEMBER 2022**

# **TREASURER REPORT**

**WILL BE AVAILABLE NEXT MONTH**

**15. RETTEW'S  
ENGINEERING INVOICE  
FOR GAUL ROAD  
BRIDGE WORK**



We answer to you

Engineers • Planners • Surveyors • Landscape Architects • Environmental Consultants

RETTEW Associates, Inc.

3020 Columbia Avenue, Lancaster, PA 17603

Phone: 717-394-3721 • Fax: 717-394-1063

Lower Heidelberg Township  
20 Brownsville Road  
Sinking Spring PA 19608

## INVOICE

### TERMS: DUE UPON RECEIPT

Past 30 days a finance charge of 1.5% per month, and 18% annual rate, will be added to the unpaid balance.

### REMIT PAYMENT TO OUR LANCASTER OFFICE

Invoice # : 234106

Invoice Date : 10/20/2022

Client ID : 12355

Project : 123552000

Project Name : LHT -Design-Build Gaul & Heidelberg

### For Professional Services Rendered through: 09/30/2022

Lump Sum Phase Code / Name	Phase Fee	Percent Complete	Total Fee to Date	Previous Amount	Current Amount
401 -- Do Not Use	1,030.25	100.00	1,030.25	1,030.25	0.00
401.1 -- Wetland Delineation & Bog Turtle S	9,900.00	100.00	9,900.00	9,900.00	0.00
404 -- Agency Coordination	1,700.00	35.76	608.00	608.00	0.00
405 -- General Permit Application	7,200.00	89.31	6,430.24	6,430.24	0.00
650 -- Heidelberg Rd. Bridge Evaluation	6,400.00	95.66	6,122.00	6,122.00	0.00
660 -- Do Not Use	2,500.00	100.00	2,500.00	2,500.00	0.00
661 -- Do Not Use	1,237.50	100.00	1,237.50	1,237.50	0.00
661.1 -- ROW & TCE Exhibits	5,800.00	69.64	4,039.00	3,780.00	259.00
662 -- Bridge Engineering	41,000.00	100.00	41,000.00	41,000.00	0.00
663 -- Roadway Engineering	8,900.00	100.00	8,900.00	8,900.00	0.00
664 -- Utility Coordination	3,700.00	56.94	2,106.73	2,106.73	0.00
665 -- E&S Plan	6,400.00	100.00	6,400.00	6,400.00	0.00
667 -- Do Not Use	2,911.00	100.00	2,911.00	2,911.00	0.00
667.1 -- H&H	8,900.00	100.00	8,900.00	8,900.00	0.00
668.1 -- Bid Documents and Bidding	8,200.00	0.00	0.00	0.00	0.00
670.1 -- Construction Admin. & Observation	39,700.00	0.00	0.00	0.00	0.00
901 -- Survey	13,300.00	86.24	11,470.07	11,470.07	0.00
<b>Total :</b>	<b>168,778.75</b>	<b>67.28</b>	<b>113,554.79</b>	<b>113,295.79</b>	<b>259.00</b>

Sub-Total Net Invoice 259.00

Amount Due This Invoice 259.00

Rogers; Daniel A.

**Received**

OCT 27 2022

Lower Heidelberg Twp

PLEASE INCLUDE INVOICE NUMBER WITH REMITTANCE.  
THIS INVOICE WILL BE CONSIDERED CORRECT IF NOT QUESTIONED IN WRITING WITHIN TEN DAYS.

# **16. INVESTMENT INCOME**

# SOLICITOR REPORT



**17. METERING  
MANHOLE ELECTRICAL  
CONTRACT AWARD**

To: Lower Heidelberg Township

10/20/2022

**Lower Heidelberg Township  
Spring Township Meter Manhole System**

We are pleased to offer Optimum Controls Corporation's Quote, OCC's SMID-25292 for Lower Heidelberg Township, Spring Township Meter Manhole. Based on drawing no. D-12-1118-0715-E101, and provided specifications (Section 11220 & Appendix "E") and coordination from the GC (Descoco), OCC will supply Pull boxes, conduit, wire, and grounding from the metering manhole across Reedy Road to the control box and solar panel. OCC will also provide labor for wiring of the solar panel and control box for the meter. All other work will be provided by the GC.

OCC's Costars # 0000166387

**Equipment included in our quotation:**

- Equipment as Indicated on the design drawing

**Services included in our quotation:**

- Laying conduit from meter manhole across Reedy Road to control box
- Install pull boxes on either side of Reedy Road
- Pull wire from meter manhole across Reedy Road to control box
- Wire control box and solar panel
- Grounding for control box
- All control terminations

**Not included in our quotation:**

- Field Installation of any equipment not listed in the services included above
- Rigging or mechanical work
- No excavation, rock, concrete-rebar work, pads, backfill, screenings, compaction and restoration
- Prevailing Wages
- All Licenses, Taxes, Permits, Inspections or Fees not listed
- Flowmeter, Control Panel, Data Logger and structure.

The Total Price for these items: **\$ 12,720**

If you have any questions or concerns, please do not hesitate to call. We appreciate the opportunity.

Sincerely,  
Brett Martin

**18. RESOLUTION  
2022-33 FOR  
APPOINTING CPA FOR  
THE 2022 AUDIT**

**LOWER HEIDELBERG TOWNSHIP  
BERKS COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2022-33**

**WHEREAS**, the Second Class Township provides in Section 917 thereof that the Board of Supervisors may appoint a firm of certified public accountants to replace the elected auditors, and

**WHEREAS**, the Board of Supervisors believes it is in the best interest of the Township to do so, and

**WHEREAS**, the Board believes that Herbein + Company, Inc. of 2763 Century Blvd., Reading, PA 19610, a firm of certified public accountants, is a competent firm of certified public accountants that can provide accounting services needed by the Township,

**NOW, THEREFORE**, notice is hereby given that the Board of Supervisors shall consider the appointment of Herbein + Company, Inc. of 2763 Century Blvd, Reading, PA 19610, a firm of certified public accountants, to replace the elected auditors in accordance with Section 917 of the Second-Class Township Code, 53 P.S. § 10917, at the Supervisors reorganization meeting scheduled for Tuesday, January 3, 2023 meeting, and this firm shall perform the 2022 Audit.

**ENACTED INTO RESOLUTION** this 21st day of November 2022. This Resolution shall take effect immediately.

**LOWER HEIDELBERG TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
Cheryl Johnson, Chairwoman

\_\_\_\_\_  
Paul J. Prutzman, Vice-Chairwoman

\_\_\_\_\_  
L.E. Chip Bilger, II, Member

ATTEST:

\_\_\_\_\_  
Pamela J. Stevens, Manager/Sect/  
Treasurer

**19. NATIONAL NIGHT  
OUT RESOLUTION  
2022-34 FOR  
AUGUST 1, 2023 NNO  
EVENT**

**LOWER HEIDELBERG TOWNSHIP  
BERKS COUNTY, PENNSYLVANIA**

**RESOLUTION 2022-34**

**WHEREAS** Lower Heidelberg Township Police Department will participate in this year's National Night Out on August 1, 2023 to be part of the nationwide community building campaign that promotes police and community partnerships; and,

**WHEREAS** Lower Heidelberg Township recognizes the important role of the Township's Police Department in creating a neighborhood camaraderie that makes the Township a safer and caring place to live; and,

**WHEREAS** National Night Out enhances the relationship between Township Residents, Business Owners and Lower Heidelberg Township Police Department while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances; and,

**WHEREAS** Lower Heidelberg Township Police Department and the attendees of this event will join Millions of neighbors taking part in National Night Out across thousands of communities from all fifty states, U.S. territories and military bases worldwide on this first Tuesday, August 1, 2023; and,

**NOW, THEREFORE, WE**, the Board of Supervisors, do hereby recognize August 1, 2023 as National Night Out and promote awareness, participation, contribution and attendance of this event to the attention of all of our residents and business owners.

**LOWER HEIDELBERG TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
Cheryl Johnson, Chairwoman

\_\_\_\_\_  
Paul J. Prutzman, Vice-Chairwoman

\_\_\_\_\_  
L.E. Chip Bilger, II, Member

ATTEST:

\_\_\_\_\_  
Pamela J. Stevens, Manager/Sect/  
Treasurer

10/19/2022

**To: Township Manager Pamela Stevens**

**From: Officer Michael Andrews**

**Re: 2023 National Night Out**

Pamela,

For your consideration, please see the attached document which will be the letter we send to our local businesses and residents to make them aware of the 2023 NNO. As it states on the document the event will be held on August 1<sup>st</sup> 2023 from 6PM to 9PM. We are hoping to use the Wilson West Middle School grounds as we did in 2021. Please advise if there is any other information or paperwork you need in order to bring this to the BOS for approval.

Thank you,

Officer Andrews #012

A handwritten signature in dark ink, appearing to read "Michael Andrews", written over the typed name.

Dear Neighbor;

We are beginning to plan for our **2023** annual **National Night Out** celebration. We are reaching out to our neighbors for their support. National Night Out will feature many family activities; including food, music, giveaways, police car and firetruck displays, activities for kids, etc.

**Date:** Tuesday August 15<sup>th</sup> 2023  
**Time:** 6-9 pm

**Location:** Wilson Middle School, 450 Faust Road Sinking Spring, PA 19608

**Purpose:** National Night Out is an annual nationwide community-building campaign that promotes police-community partnerships and neighborhood unity to make our neighborhoods safer places to live. Lower Heidelberg Police Department as well as Western Berks Fire Company and Western Berks EMS will be participating in this event.

**Expected Attendance:** We had approximately 1,000 residents and neighbors attend our National Night event in 2021. We are hoping to bring together even more residents and neighbors in 2023.

**Our Request:** We are asking for any donations to assist us in making this event possible. We will need food, monetary donations, and volunteers during the event. Anything you would be able to help with would be greatly appreciated in making this a very special event for all. This is a free community event.

In addition to donations, we are looking for businesses that would want to set up an activity geared for children and to also promote your business. You will have a table designated for your activity.

**Recognition:** All businesses that are part of the event will be recognized the day of the event.

**Please submit all donations no later than** \_\_\_\_\_

Sincerely,

**Lower Heidelberg Township Police Department**



**20. DISABLED  
VETERANS TAX  
EXEMPTION  
RESOLUTION 2022-29**

**LOWER HEIDELBERG TOWNSHIP  
BERKS COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2022 – 29**

A RESOLUTION OF THE TOWNSHIP OF LOWER HEIDELBERG, BERKS COUNTY, PENNSYLVANIA, TO ESTABLISH POLICIES AND PROCEDURES TO GOVERN THE EXEMPTION OF TOTALLY AND PERMANENTLY DISABLED VETERANS FROM PAYING NON-REAL ESTATE TAXES/FEEES

**WHEREAS**, Lower Heidelberg Township had in the past exempted certain disabled veterans from paying certain taxes and fees, without a clear written statement of the policies and procedures for such an exemption, and

**WHEREAS**, the Board of Supervisors now desires to set forth clear and consistent written guidelines to ensure that the exemption of totally and permanently disabled veterans from paying non-real estate taxes (or fees) is appropriately carried out with due accord to the principles of accountability and transparency; and

**WHEREAS**, the Board of Supervisors recognizes the Commonwealth provides a procedure under which a totally and permanently disabled veteran is granted an exemption from paying Township real estate taxes under certain circumstances, that includes a requirement to obtain recertification every five years.

**NOW IT BE RESOLVED**, by the Board of Supervisors of the Township of Lower Heidelberg, Berks County, Pennsylvania, establishes the following:

Section 1. Exemption. A resident who the Pennsylvania Department of Veterans and Military Affairs certifies as a totally and permanently disabled veteran shall receive an exemption from paying all Township non-real estate taxes or fees, for so long as that disabled veteran is certified as totally and permanently disabled. The disabled veteran taxpayer must make a written request for this exemption, and the Township Manager and Township Tax Collector shall apply this exemption if the criteria are met for an exemption from paying real estate taxes.

Section 2. Effective Date      This Resolution shall take effect five (5) days from the date of its adoption.

DULY ADOPTED AND APPROVED this 21st day of November, 2022.

TOWNSHIP OF LOWER HEIDELBERG

\_\_\_\_\_  
Cheryl Johnson, Chairwoman

\_\_\_\_\_  
Paul J. Prutzman, Vice-Chairwoman

Attest

\_\_\_\_\_  
L.E. Chip Bilger, II, Member

\_\_\_\_\_  
Pamela J. Stevens, Manager/Sect/Treasurer

**LOWER HEIDELBERG TOWNSHIP  
BERKS COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2022 – 29**

A RESOLUTION OF THE TOWNSHIP OF LOWER HEIDELBERG, BERKS COUNTY, PENNSYLVANIA, TO ESTABLISH POLICIES AND PROCEDURES TO GOVERN THE EXEMPTION OF TOTALLY AND PERMANENTLY DISABLED VETERANS AND THEIR SPOUSES FROM PAYING NON-REAL ESTATE TAXES/FEES

**WHEREAS**, Lower Heidelberg Township had in the past exempted certain disabled veterans from paying certain taxes and fees, without a clear written statement of the policies and procedures for such an exemption, and

**WHEREAS**, the Board of Supervisors now desires to set forth clear and consistent written guidelines to ensure that the exemption of totally and permanently disabled veterans and a spouse from paying non-real estate taxes (or fees) is appropriately carried out with due accord to the principles of accountability and transparency; and

**WHEREAS**, the Board of Supervisors recognizes the Commonwealth provides a procedure under which a totally and permanently disabled veteran is granted an exemption from paying Township real estate taxes under certain circumstances, that includes a requirement to obtain recertification every five years.

**NOW IT BE RESOLVED**, by the Board of Supervisors of the Township of Lower Heidelberg, Berks County, Pennsylvania, establishes the following:

Section 1. Exemption. A resident who the Pennsylvania Department of Veterans and Military Affairs certifies as a totally and permanently disabled veteran shall receive an exemption from paying all Township non-real estate taxes or fees, for so long as that disabled veteran is certified as totally and permanently disabled. The surviving spouse of a totally and permanently disabled veteran shall likewise receive this exemption. The disabled veteran taxpayer or a surviving spouse must make a written request for this exemption, and the Township Manager and Township Tax Collector shall apply this exemption if the criteria are met for an exemption from paying real estate taxes.

Section 2. Effective Date: This Resolution shall take effect five (5) days from adoption.

DULY ADOPTED AND APPROVED this 21st day of November, 2022.

TOWNSHIP OF LOWER HEIDELBERG

\_\_\_\_\_  
Cheryl Johnson, Chairwoman

\_\_\_\_\_  
Paul J. Prutzman, Vice-Chairwoman

Attest

\_\_\_\_\_  
L.E. Chip Bilger, II, Member

\_\_\_\_\_  
Pamela J. Stevens, Manager/Sect/Treasurer

# **21. LITTLE CACOOSING PROJECT UPDATES**

## Pamela Stevens

---

**From:** Kent Himelright <Kent.Himelright@berkscd.com>  
**Sent:** Monday, October 24, 2022 3:03 PM  
**To:** Pamela Stevens; Andrew Miller; Benjamin Ehrhart; James Kreider  
**Subject:** RE: Little Cacoosing project

Pamela,

This is correct. However, I do have to wait until final invoices are received from LandStudies to determine the exact amount of funds available. The BCCD is committing any unused grant funds to future maintenance of the project and probably a little towards any replants that may be needed. It is highly dependent on the final #'s though, and I'm not ready to say how far we can extend ( 1yr., 2 yrs., ... more) that maintenance for Lower Heidelberg.

I don't think the Township will have to do anything at this time. The BCCD will distributed the grant funds to LandStudies through our existing agreement that includes an invasive species removal deliverable.

Kent L. Himelright  
Watershed Coordinator

Berks County Conservation District  
1238 County Welfare Road , Suite 200  
Leesport, PA 19533  
(P) 610.372.4657 Ext. 211 (F) 610-478-7058  
[www.berkscd.com](http://www.berkscd.com)

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**From:** Pamela Stevens <pstevens@lowerhbtwp.org>  
**Sent:** Friday, October 21, 2022 4:01 PM  
**To:** Andrew Miller <AndrewM@landstudies.com>; Benjamin Ehrhart <Ben1@landstudies.com>; James Kreider <Jimmy@landstudies.com>; Kent Himelright <Kent.Himelright@berkscd.com>  
**Subject:** Little Cacoosing project

I understand that there may be additional money left over in the Grant that could be applied to the maintenance of the Project. If that is the case, what does the Township need to do if anything? Please advise and thank you!

Sincerely, Pamela Stevens  
Pamela J. Stevens  
Manager/Secretary/Treasurer  
Lower Heidelberg Township  
720 Brownsville Rd  
Sinking Spring, PA 19608  
610-678-3393 Office  
610-678-6626 Fax

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## Pamela Stevens

---

**From:** Matt Clay  
**Sent:** Thursday, November 3, 2022 11:32 AM  
**To:** Pamela Stevens  
**Subject:** Stream Restoration

Pamela,

I discussed things with Greg and the guys about us taking over the stream between Green Valley and Gaul Rd. All 4 of us believe that this is a totally different line of work and that the Road Crew would not like to get involved with it, and it would take a lot of time to implement. Also we would only have 2 pieces of equipment which are a weed trimmer and a 2 gal pump sprayer to do the job. Everything else would have to be RENTED every time we work on this project. Greg also did research and this is the email I received from him.

Matt,

I have reviewed both the Operation and Maintenance Plan for the Little Cacoosing Creek Stream Restoration and the Proposal from Land Studies. I have heard that the supervisors are considering having the road crew perform this maintenance and I want to make you aware of a few things that I have found in these documents and ask that you please pass this information along to the supervisors before they make their final decision.

Given my background, my major from Penn State in Landscape Contracting and minor in Horticulture, my previous career in the green industry, and my pesticide applicator's license, I am certainly the most qualified person on our road and would most likely have to oversee and perform most of the maintenance duties should the supervisors decide that we will do this work in house.

First and most importantly, I want to point out that I am not qualified nor properly licensed for "Aquatic Pest Control". I am only licensed to spray "Right-of-Way and Weeds".

Second, the plant index lists 91 plant species that would need to be properly identified in the field by whoever is spot spraying pesticides. These 91 plant species are the desired plants for the wetland area, and extreme care needs to be taken when spot spraying so these plants are protected. The applicator also needs to be able to properly identify and control invasive species, and it is quite an extensive list. I have reviewed both lists, and I am only familiar with a small percentage of the plants listed. It took four years of college to learn the plants that are commonly found in a landscape environment. Wetland and invasive plant species were not a part of my previous studies or current pesticide licensing, so I would not be comfortable nor feel qualified, and am not properly licensed to spray for this maintenance plan.

Third, the definition of mowing found in the maintenance plan is "string trimming and edge mowing only as necessary to control invasive plants". This would mean that whoever is doing the mowing would also need to be able to identify native and non-native plants and would have to do a fair amount of "bushwacking" in waste high vegetation to gain access to the areas that need maintenance. Given the amount of deer and other wildlife that is often seen in this wetland area, there would be a high likelihood of me or other road crew members contracting Lyme's disease while performing these mowing duties. I have already had Lyme's disease once this summer, which I luckily caught early and it did not lead to any lost work time, but I may not be so lucky next time.

Lastly, I just want to point out the amount of labor that would be required of the road crew just to fulfill the spraying requirement, not to mention the mowing/pruning work, monitoring, and reporting. For 2023, the Land Studies proposal lists 7 applications with a 3 person crew. Given the size of the area, I would assume each application would be at least a day's work. That means that if I was the only one qualified to spray on our road crew, it would take me 21 days to complete this work. This would take me away from other road crew responsibilities, and would be very difficult to schedule due to the fact that, in order to be effective, treatments need to be timed correctly based on plant species, time of year, weather, and site conditions. Some plants can be hard to identify, and therefore control, unless you can identify them in their flowering or fruiting phase, which would require a clear understanding of native and non-native plant identification, which I do not have.

Sincerely,  
Greg Watts

**22. CONDITIONAL USE  
HEARING FOR  
ELECTRONIC MESSAGE  
SIGN AT NISSAN  
MOYER**





October 28, 2022

Lower Heidelberg Township  
720 Brownsville Rd.  
Sinking Spring, PA 19608  
Attn: Zoning Officer

RE: Moyer Pre-Owned - Wernersville

Dear Sir or Madam,

Enclosed is a completed Conditional Use Hearing application and drawings for Moyer Pre-Owned in Wernersville for your review.

Also, enclosed is our check for the permit fees.

Please review and feel free to contact me if any additional information is needed.

Thank you for all your help with this project.

Best Regards,

A handwritten signature in cursive script that reads "Wendy Kern".

Wendy Kern  
[wkern@bartush.com](mailto:wkern@bartush.com)  
Bartush Signs, Inc  
570-366-2311 ext. 123

Enclosures

Received

NOV - 1 2022

Lower Heidelberg Twp



# LOWER HEIDELBERG TOWNSHIP

720 Bownsville Road Sinking Spring, PA 19608  
Berks County, Pennsylvania

Received

NOV - 1

Lower Heidelberg Twp

## CONDITIONAL USE HEARING APPLICATION

Appeal No. \_\_\_\_\_  
Date: \_\_\_\_\_

Do you require a translator? \_\_\_\_\_

### APPLICANT

NAME Bartush Signs  
ADDRESS 302 North Washington St  
Orwigsburg PA 17961  
TELEPHONE: Home (717) 366-2311 Work ( ) \_\_\_\_\_

### OWNER

NAME Moyer Nissan  
ADDRESS 6210 West Penn Avenue  
Wernersville, PA 19565  
TELEPHONE: Home ( ) \_\_\_\_\_ Work (484) 256-6161

### SITE ADDRESS

ADDRESS 6345 West Penn Avenue  
SUBDIVISION NAME \_\_\_\_\_ LOT # \_\_\_\_\_  
TAX PIN 49436605186721 LOT SIZE \_\_\_\_\_ acres/sq. ft.  
PRESENT USE Car Dealership  
PRESENT ZONING DISTRICT/CLASSIFICATION C-2  
PRESENT IMPROVEMENTS OF LAND \_\_\_\_\_

This section to be completed by ZONING OFFICER only

- ☐ \$600.00 Fee Received    ☐ Hearing Application Complete  
☐ Zoning Permit Application Complete

☐ Application deemed complete date: \_\_\_\_\_ Zoning District \_\_\_\_\_

I hereby affirm that I am, or have been authorized by, the owner of record to make this application as his or her authorized agent and that we agree to conform to all applicable portions of the Southwestern Berks County Zoning Ordinance, as amended and all other applicable laws, and that the information contained in this Application is true and accurate.

Wendy Kern

Signature of APPLICANT

10/27/22

Date

See attached email

Signature of OWNER

10/6/22

Date

### CONDITIONAL USE HEARING APPLICATION PROCEDURES

**Questions** regarding any aspect of the Zoning Ordinance should be directed to Kraft Code Service, LLC (the Township Zoning Officers) at (610) 775-7185. You may call the Township Office (610-678-3393) during normal office hours for general Township information or for obtaining copies of the Zoning Ordinance only.

**DO NOT CALL THE TOWNSHIP OFFICE FOR SPECIFIC ZONING QUESTIONS.  
TOWNSHIP SECRETARY WILL NOT ANSWER ANY QUESTIONS REGARDING ZONING.**

**Conditional Use Hearing Applications** may be obtained at the Township Municipal Building or by contacting the Zoning Officer who will send the Application in the mail. After completing all Applications, mail or drop off the following items:

- o **Conditional Use Hearing Application,**
- o **Zoning Permit Application,**
- o **check or money order for \$600.00 made payable to Lower Heidelberg Township**

(Note: State regulations allow only certain charges to come out of this fee, and therefore this fee is considered as an escrow amount, from which you may receive a refund.)

To: Lwr. Heidelberg Township  
720 Brownsville Road  
Sinking Spring, PA 19608

**Kraft**  
**CODE SERVICES**

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**The Process** The Zoning Officer will review the Application and contact the Applicant if any additional information is required, and will then forward the application package to the Township Solicitor, who will then schedule the hearing, and will notify the applicant and adjacent property owners of the hearing. The hearing will usually be scheduled within six weeks of receiving the complete application package, and decisions are usually rendered at the hearing, (this may not always be the case, however, depending upon the specific circumstances), with the written decision being issued within 45 days of the final hearing.

### REQUIRED MATERIALS CHECKLIST FOR APPEALS

The following documentation may be required in filing a conditional use appeal with the Board of Supervisors:

- ☒ I. Site Plan(s)
  - a. Scale shall be appropriate but in no case less than 1" = 40" scale.
  - b. The property lines of subject parcel.
  - c. All proposed and existing structures, including pavement areas, and parking design.
  - d. If the project involves new construction, show existing and proposed topography lines.
  - e. Driveway plan.
- ☐ II. Parking Plan (in conformance with Zoning Ordinance).
- ☐ III. A general landscaping plan showing the location of existing vegetation, any trees to be removed, and proposed types and locations of new landscaping.
- ☐ IV. If requested relief relates to a structure, please provide Floor Plans for all existing and proposed buildings/rooms including dimensions.
- ☐ V. Building elevations (side view) for all proposed structures or additions including:
  - a. Show existing and proposed grade levels and label height of building above grade.
  - b. General types of proposed exterior materials.
- ☒ VI. Location, size, and type of any proposed signs with appropriate dimensions.
- ☒ VII. Plans, photos, perspective views or other materials that illustrate how the proposal satisfies the criteria for the Board's approval.
- ☒ VIII. Copy of deed – in corporate name; Certificate of Good Standing.
- ☐ IX. Copy of Driver's License.
- ☒ X. Checks or Money Orders
  - a. \$\_\_\_\_\_ for a VARIANCE
  - b. \$\_\_\_\_\_ for a SPECIAL EXCEPTION
  - c. \$600 for CONDITIONAL USE

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\*If more space is required to answer any questions on application, please attach a separate sheet and make specific reference to the question being answered.

1. Describe (in detail), the proposed improvement(s) or change(s) at the property under appeal: If applicable, include proposed hours of operation, all proposed uses, and number of employees, various working shifts, parking availability or other pertinent information to clearly depict all activities proposed.  
*Replace existing sign with a new sign that will consist of a main ID section and an electronic message center Below it. Signs to be installed on existing steel.*
2. Describe the purpose of this appeal (Proposed Construction of Use and Manner and Degree that this proposal is prohibited by the Zoning Ordinance). Attach one (1) copy of plan of real estate affected, indicating location and size of lot, size of improvements now erected and PROPOSED to be erected thereon, or other change desired, also any other information required by the zoning official.  
*Emc Signs are permitted by Conditional use only.*
3. If this is an appeal from action of the Zoning Officer, complete the following:  
Date determination made September 9  
Your statement of alleged findings of Zoning Officer:  
*Emc signs are permitted in C-2 district only by approval by Governing Body as a Conditional use.*
4. State the reasons Appellant believes the Board of Supervisors should approve desired action (refer to section or sections of Zoning Ordinance under which it is felt that desired action may be allowed, and note whether hardship is (or is not) claimed, and describe in detail the specific hardship):  
*Sign meets zoning ordinance for size, location, & Qty  
Emc is permitted once approved by Conditional use.*
5. Has previous appeal been filed in connection with these premises? If yes, when? If a prior appeal was filed, attach a copy of the prior Zoning Decision to this Application.  
*No*
6. Cite specific sections of the Zoning Ordinance from which relief is requested.

*Section 516.6 a*

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