



**TELFORD BOROUGH COUNCIL  
REGULAR MEETING AGENDA**

**February 12, 2024**

**7:30 PM**

**I. CALL TO ORDER**

**II. INVOCATION (COUNCIL PRESIDENT EMILINE WEISS) AND PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

- ☐ **MAYOR JERRY GURETSE**
- ☐ **COUNCIL PRESIDENT EMILINE WEISS**
- ☐ **COUNCIL VICE PRESIDENT CAROLYN CROUTHAMEL**
- ☐ **COUNCIL MEMBER KATHERINE FARINA**
- ☐ **COUNCIL MEMBER ROBERT JACOBUS**
- ☐ **COUNCIL MEMBER ROBERT SPARKS**
- ☐ **COUNCIL MEMBER JOHN TAYLOR**
- ☐ **COUNCIL MEMBER MEREDITH TORRES**

***Council President- Inquire if any attendee will be audio or video recording and/or live streaming the meeting.***

**IV. CITIZENS' COMMENTS- AGENDA ITEMS ONLY**

***Attention: Borough Council Meetings may be audio or video recorded and/or live streamed.***

*Please state your name and address for the record. Public comment on agenda items shall not exceed three (3) minutes per Telford Borough resident per agenda item. Council President shall have the discretion to permit a resident to continue commenting for an additional period not to exceed two (2) minutes.*

## **V. MINUTES OF PREVIOUS MEETING(S)**

- *January 2<sup>nd</sup> & January 15<sup>th</sup>, 2024- motion to enter into the record.*

## **VI. TREASURERS REPORT- Blaine Bergey**

## **VII. MAYOR’S REPORT- Jerry Guretse**

## **VIII. POLICE DEPARTMENT REPORT- Chief Randall Floyd**

- *2023 Telford Borough Police Department Annual Report*

## **IX. FIRE DEPARTMENT REPORT**

- *Motion – Borough’s Financial Support of New Fire Company Siren*

## **X. EMS REPORT**

## **XI. LIBRARY REPORT**

## **XII. BOROUGH STAFF REPORTS**

### **A. Public Works Department- Gary Yoder**

### **B. Manager’s Report- Kyle Detweiler**

- *Approval to Revisions – Altek Conference Room Upgrade Proposal*

## **XIII. PROFESSIONAL CONSULTANTS’ REPORTS**

### **A. Solicitor’s Report- James Jacquette, Timoney Knox LLP**

### **B. Engineer’s Report- CKS Engineers**

#### **XIV. COUNCIL COMMITTEE REPORTS:**

**A. Finance & Administration Committee- Emiline Weiss**

- *Motion to approve bills from January 2024 in the amount of \$421,329.53.*

**B. Planning and Zoning Committee- Carolyn Crouthamel**

- *Indian Valley Regional Planning Commission Update*

**C. Environmental Committee- Katherine Farina**

- *Northern Montgomery County Recycling Commission Update*
- *Motion to Advertise – Ordinance #427 – Environmental Advisory Committee*

**D. Public Works/Buildings & Plant Committee- Robert Jacobus**

**E. Public Safety Committee- Robert Sparks**

**F. Development & Culture Committee- John Taylor**

- *Telford Happenings, Inc. Updates*
- *Hometown Heroes Banner Project*
- *Montgomery County Boroughs Association Dinner*

#### **XV. OTHER BUSINESS**

#### **XVI. CITIZENS' COMMENTS**

***Attention: Borough Council Meetings may be audio or video recorded and/or live streamed.***

*Please state your name and address for the record. Public comment on non- agenda items shall not exceed three (3) minutes per Telford Borough resident. Council President shall have the discretion to permit a resident to continue commenting for an additional period not to exceed two (2) minutes.*

#### **XVII. EXECUTIVE SESSION – REAL ESTATE MATTERS**

#### **XVIII. ADJOURNMENT**

**TELFORD BOROUGH COUNCIL  
REORGANIZATION MEETING MINUTES  
JANURARY 2, 2024  
7:30 PM**

**I. CALL TO ORDER**

Solicitor James Jacquette assumed the Chair and called the Telford Borough Council meeting of January 2, 2024, to order at 7:30 p.m. He also reported that there would be an executive session after the public meeting.

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was given by Mayor Jerry Guretse, followed by the pledge of allegiance.

**III. ROLL CALL**

Present at the meeting were Council Members Emiline Weiss, Carolyn Crouthamel, John Taylor, Robert Jacobus, Meredith Torres, and Katherine Farina. Also in attendance were Mayor Jerry Guretse, Manager Kyle Detweiler, Public Works Director Gary Yoder, Borough Solicitor Jim Jacquette, Chief of Police Randall Floyd, and Recording Secretary Diane Windfelder. In the audience was Dale Nice, Michelle Kane, Natalie Cimonetti, John Waldenberger, and Wendy Leshinskie. Eric Kratz was absent.

Prior to citizens' comments, Solicitor Jacquette inquired if anyone in attendance would be audio or video recording tonight's meeting, or live streaming. John Waldenberger, resident of 149 N. 4<sup>th</sup> Street, confirmed he would be live streaming.

**SWEARING IN OF COUNCIL MEMBERS:**

Mayor Jerry Guretse administered the Oath of Office to re-elected Council Members Carolyn Crouthamel and Robert Jacobus, as well as newly-elected Council Members Meredith Torres and Katherine Farina. Council assumed their seats at the table.

Nominations were opened for Council President.

John Taylor nominated Emiline Weiss for President, seconded by Carolyn Crouthamel. This motion carried unanimously (6-0).

Emiline Weiss nominated Carolyn Crouthamel for Vice President, seconded by John Taylor. This motion carried unanimously (6-0).

Emiline Weiss nominated Meredith Torres for President Protempore, seconded by Katherine Farina. This motion carried unanimously (6-0).

The Solicitor relinquished the chair to the newly elected Council President, Emiline Weiss.

#### **COMMITTEE-OF-THE-WHOLE:**

Council Member Taylor made a motion to designate the depository relationship for Borough funds between the Borough and PLGIT, Univest Bank & Trust Co., and Quakertown National Bank, as well as authorizing the Borough Manager to invest funds as he sees fit in the best interest of the Borough. Council Member Torres seconded the motion. The motion passed with a 6-0 vote.

Council Member Taylor made a motion to authorize the Borough Manager to advertise for the bids of goods and services, as needed, during the calendar year 2024. Council Member Farina seconded the motion and the motion passed with a 6-0 vote.

Council member Taylor made a motion to reappoint Robert Baker to the Vacancy Board, term to expire 1/1/25; Spencer Kulhanjian and Jeff Woertz to the Zoning Hearing Board, terms to expire 1/1/27; Robert Rahn to the Civil Service Commission, term to expire 1/1/27; Jay Stover to the Recreation Board, term to expire 1/1/28; Michelle Kane, Representative for the Indian Valley Public Library, term to expire 1/1/29. Council Member Jacobus seconded the motion and the motion passed with a 6-0 vote. Before the motion was passed, Natalie Cimonetti, resident of 162 West Broad Street, objected to the reappointment of Jeff Woertz.

Council Member Torres made a motion re-appointing Timoney Knox, LLP as Borough Solicitor for the calendar year 2024. Council Member Farina seconded the motion and the motion passed with a 6-0 vote.

Council Vice President Crouthamel made a motion re-appointing CKS Engineers, Inc. as Borough Engineer for the calendar year 2024. Council Member Farina seconded the motion and the motion passed with a 6-0 vote.

#### **IV. CITIZENS' COMMENTS- AGENDA ITEMS ONLY**

#### **V. MINUTES OF PREVIOUS MEETING**

Council Member Torres made a motion to enter into the record the minutes of the December 11, 2023, Meeting. Council Member Taylor seconded the motion. The motion passed with a 6-0 vote.

#### **VI. TREASURERS REPORT**

No report was provided at this time.

#### **VII. MAYOR'S REPORT**

Mayor Guretsch reported that it was a busy month, and he did a ride along with our Police Department on Christmas Eve and New Year Eve.

## **VIII. POLICE DEPARTMENT REPORT**

A written report was submitted for the record.

## **IX. FIRE REPORT**

A written report was submitted for the record.

## **X. EMS REPORT**

A written report was submitted for the record.

## **XI. LIBRARY REPORT**

A written report was submitted for the record.

Michele Kane introduced herself to the Council as the new Telford Borough Representative for the Indian Valley Public Library.

## **XII. BOROUGH STAFF REPORTS**

### **Public Works Department- Gary Yoder**

Mr. Yoder commented on the written Public Works report he submitted.

### **Manager's Report- Manager Kyle Detweiler**

Mr. Detweiler submitted a written report. Mr. Detweiler reported that we received a grant for the Franklin Alley project in the amount of \$146,000.00.

## **XIII. PROFESSIONAL CONSULTANTS' REPORTS**

### **Solicitor's Report- James Jacquette, Timoney Knox LLP**

Mr. Jacquette stated he would address his concern for the Council during the Executive Session.

### **Engineer's Report- CKS Engineers**

No report was provided at this time.

## **XIV. COUNCIL COMMITTEE REPORTS**

### **Finance and Administrative Committee-**

Council Member Taylor made a motion authorizing the reappointment of Kyle Detweiler, as Borough Secretary for the calendar year 2024. Council Member Torres seconded the motion and the motion passed with a 6-0 vote.

Council Member Taylor made a motion authorizing the reappointment of Blaine Bergey, as Borough Treasurer for the calendar year 2024. Council Member Crouthamel seconded the motion and the motion passed with a 6-0 vote.

Council Member Taylor made a motion to approve bills from December 2023 in the amount of \$618,109.86. Council Member Farina seconded the motion and the motion passed with a 6-0 vote.

Council Member Taylor made a motion to approve the revised Public Meeting Attendance and Participation Policy. Council Vice President Crouthamel seconded the motion and the motion passed with a 6-0 vote.

Council Member Taylor made a motion to approve the revised 2024 Fee Schedule as presented. Council Member Farina seconded the motion and the motion passed with a 6-0 vote.

#### **Planning and Zoning Committee-**

No report was provided at this time.

#### **Environmental Committee-**

No report was provided at this time.

#### **Public Works/Buildings & Plant Committee-**

Council member Robert Jacobus asked the Solicitor if there was any update on the fowl and small animals zoning ordinance. Mr. Jacquette mentioned that there was no update at this time.

#### **Public Safety Committee-**

No report was provided at this time.

#### **Development & Culture Committee-**

Council Member Taylor gave a brief update on the Telford Happenings Inc.

Council Vice President Crouthamel made a motion to approve the Dress Code for Borough Council members. Council Member Farina seconded the motion and the motion passed with a 6-0 vote.

Council Member Farina made a motion to accept Resolution #2024-01 for the Junior Council Program. Council Member Torres seconded the motion and the motion passed with a 6-0 vote.

Mayor Jerry Guretse administered the Oath of Office to newly appointed Junior Councilperson Miss Madison Gulden. She then assumed her seat at the table.

### **XV. OTHER BUSINESS**

President Emiline Weiss reported that she received a resignation letter from Council member Eric Kratz on December 29<sup>th</sup>, 2023. Ms. Weiss announced that if anyone is interested in the position to contact the Borough Manager to arrange an interview with the Vacancy Board.

#### **XVI. CITIZENS' COMMENTS**

No comment from the audience.

#### **XVII. EXECUTIVE SESSION**

The council suspended the regular meeting and entered Executive Session at 8:24 PM to discuss matters of real estate. After the matter of real estate was discussed, the Council concluded Executive Session at 8:29 PM.

Council Vice President Crouthamel made a motion to sign the amended agreement of sale of the 122 Penn Avenue Building for \$300,000.00 to Hoff Properties. Council Member Farina seconded the motion. The motion passed with a 6-0 vote.

#### **XVIII. ADJOURNMENT**

Council Member Taylor motioned for adjournment and Council Member Torres seconded the motion. The motion passed with a 6-0 vote and the meeting was adjourned at 8:31 PM.





**TELFORD BOROUGH COUNCIL WORKSHOP  
MEETING MINUTES  
January 15, 2024  
7:30 PM**

**I. CALL TO ORDER**

President Emiline Weiss called the Telford Borough Council Workshop meeting of January 15, 2024 to order at 7:30 p.m.

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was given by Mayor Jerry Guretse, followed by the pledge of allegiance.

**III. ROLL CALL**

Present at the meeting were President Emiline Weiss, Vice President Carolyn Crouthamel, and Council Members John Taylor, Robert Jacobus, Meredith Torres and Katherine Farina. Also in attendance were Mayor Jerry Guretse, Borough Manager Kyle Detweiler, Recording Secretary Diane Windfelder, and Junior Councilperson Madison Gulden.

Council President Emiline Weiss confirmed with attendee John Waldenberger, resident of 149 N. 4<sup>th</sup> Street, that he was live streaming the meeting.

**IV. Motion – Acceptance of Resignation**

Council Member Taylor made a motion to accept the resignation of Council Member Eric Kratz effective December 29, 2023. Council Member Farina seconded the motion and the motion passed with a 6-0 vote.

**V. Motion – Acceptance of Vacancy Board Recommendation & Council Appointment**

Vacancy Board Chairman Bob Baker recommended Robert Sparks to fill the vacancy. Council Member Farina made a motion to accept the recommendation of the Vacancy Board. Council Vice President Crouthamel seconded the motion and passed 5-1 with Council Member Jacobus opposing the motion.

Kaitlyn Derstine, resident of 21 S. Hamilton Street, made a comment on the lack of public knowledge of Eric Kratz's resignation and the lack of advertisement to the public about the vacant seat. She suggested tabling fulfillment of the vacant seat and that the next in line should be someone who officially ran for a position but did not win. Council President Weiss and Council Member Taylor affirmed that at the last Council meeting the topic of nomination was discussed and how those who were interested should have contacted Bob Baker.

Karl Harpel, resident of 202 School Lane, made a comment on how the next official in line to fill the vacant seat on Borough Council should be someone to balance out the political party representation of Borough Council.

Council Member Taylor made a motion to adopt Resolution 2024-02, appointing Robert Sparks to fill the vacant Council seat. It was seconded by Council Member Farina and passed 5-1 with Council Member Jacobus opposing the motion.

#### **VI. Motion – Approval of Telford Fire Company Activities Calendar**

Council Member Crouthamel made a motion to approve the calendar. Council Member Farina seconded the motion and it passed with a 7-0 vote.

#### **VII. Nomination & Appointment – Northern Montgomery County Recycling Commission**

Council Member Torres made a motion for Council Member Farina to become the Northern Montgomery County Recycling Commission Representative for Telford Borough. Council Member Taylor seconded the motion and passed with a 7-0 vote. Council Member Farina will attend the next NMCRC meeting on Thursday, January 18<sup>th</sup> at 3:30 pm in North Wales Borough.

#### **VIII. Nomination & Appointment – Indian Valley Regional Planning Commission**

Council Member Taylor made a motion for Council Member Torres and Council Member Farina to become the Indian Valley Regional Planning Commission Representatives for Telford Borough for 2-year terms. Council Vice President Crouthamel seconded the motion and passed with a 7-0 vote. Council Members Farina and Torres will attend the next IVRPC meeting on Tuesday, January 23<sup>rd</sup> at 7:00pm in Franconia Township.

#### **CITIZENS' COMMENTS**

There were no citizens' comments.

#### **ADJOURNMENT**

Council Vice President Crouthamel motioned for adjournment and Council Member Farina seconded the motion. The motion passed with a 7-0 vote and the meeting was adjourned at 7:53 PM.

# **Telford Borough**

## **Financial Reports**

### **December 2023**

P.1 - Financial Summary

P.5 - Expenditure Listing

P.6 - General Fund Balance Sheet

P.7 - General Fund Profit & Loss Statement

# Telford Borough

## Financial Summary

### December 2023

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#### Overview

Significant December expenditures:

- 39,751 to AmTrust for workers comp insurance
- 64,408 to PMRS for the 2023 Police dept MMO (minimum municipal obligation)
- 281,442 to PMRS for the 2023 Borough MMO (64,572 was reimbursed by the Authority)

The year ended with a small entity-wide deficit (.021% of revenue) rather than the projected small surplus due to a drop in general fund revenue in Dec-23 vs Dec-22 (56k vs 121k). For a more detailed update on cash position please see the Jan-24 financial reports.

Keep in mind that these numbers are unaudited so there could still be some relatively minor changes.

#### Cash Basis Net Gain (Loss) Summary

	2023		2022	
	December	YTD	December	YTD
General Fund	(470,355)	(42,098)	(428,916)	(91,180)
Recreation Fund	123	(15,093)	(9,292)	(11,986)
Fire Tax Fund	-	427	(3,011)	(142)
Library Tax Fund	-	5	(3,011)	(142)
Escrow Fund	3,029	17,805	(2,187)	-
DCED Grants Fund	-	-	-	-
Capital Reserve Fund	34,315	(28,251)	191	1,637
Highway Aid Fund	7,993	(9,761)	4,838	129,319
	(424,895)	(76,966)	(441,388)	27,506

#### Cash Balances

	12/31/23		12/31/22
	PLGIT	Univest	Univest
<b>General Fund</b>			
General Fund	194,676	118,820	157,775
Cash - QNB	-	2,204	2,138
Grant Fund	-	125,360	513,601
Petty Cash	-	100	100
Petty Cash - PD	-	100	100
Money Market	closed	closed	226,743
Payroll	-	831	1,125
PD HRA	transferred to HRA plan		64,473
TBPD Donation Fd	-	4,202	5,250
<b>Total General Fund</b>	<b>194,676</b>	<b>251,617</b>	<b>971,305</b>

<b>Other Funds</b>	<b>PLGIT</b>	<b>Univest</b>	<b>Univest</b>
Recreation Fund	25,510	10,478	51,081
Fire Company Tax	-	5	30
Library Tax	-	5	30
DCED	-	8	8
Cash - UNB (Cap Res)	456,671	17,263	40,342
Money Market	closed	closed	350,086
MMt 2.17% (Cap Res)	closed	closed	111,757
Highway Aid Fund	149,816	33,404	192,980
<b>Total Cash at 12/31/23</b>	<b>826,673</b>	<b>312,780</b>	<b>1,717,619</b>
		<b>1,139,453</b>	
Cash Balance at 11/30/23		1,530,963	
Increase (Decrease)		(391,510)	
	<b>PLGIT</b>	<b>Univest</b>	<b>Univest</b>
<b>Borough Escrow Fund</b>	688,766	7,013	718,295

### Revenue Summary

<b>General Fund:</b>	<b>2023</b>		<b>2022</b>	
<b>Taxes:</b>	<b>December</b>	<b>YTD</b>	<b>December</b>	<b>YTD</b>
Real Estate	692	1,373,170	12,307	1,284,160
Per Capita	-	17	11	39
Local Services	1,978	72,738	842	64,957
Transfer	7,925	101,582	19,841	143,649
Earned Income	45,825	742,742	88,106	732,240
Public Utility Realty Tax	-	1,990	-	2,031
Alcoholic Beverages Tax	-	200	-	400
<b>Total Taxes</b>	<b>56,420</b>	<b>2,292,439</b>	<b>121,107</b>	<b>2,227,476</b>
PILOT	-	140,099	-	134,793
Cable Franchise Fees	-	78,821	-	82,160
Fines	2,335	18,214	2,515	15,175
Interest	1,794	24,206	2,710	4,831
Rent	3,005	39,425	2,735	36,830
ARPA *	-	412,168	(257,745)	-
Certification Fees	825	5,825	750	7,300
Variance Fees	-	-	-	2,000
Police Reports	45	845	120	900
Police Services Reimb	-	7,982	1,172	2,737
Permits	6,704	57,411	1,261	88,610
Recycling Grant	-	-	-	9,913
Street & Highway Grant	-	-	6,110	6,110
W/C Reimbursement	-	21,692	-	17,393

State Pension Aid	-	180,665	-	170,955
State Fire Aid	-	29,761	-	29,873
Non-Revenue Receipts	-	11,730	(4,496)	6,775
Materials & Services Sold	-	-	6,058	6,058
Authority Pension Reimb	64,572	64,572	-	81,260
Debt Proceeds	-	-	-	49,551
Refunds - PY Expenditures	-	-	6,854	14,459
Interfund Transfers	-	36,335	-	25
<b>Total General Fund</b>	<b>135,700</b>	<b>3,422,190</b>	<b>(110,849)</b>	<b>2,995,184</b>

\* The 2022 ARPA amounts should have been in deferred income and were moved there during the year end audit.

#### Recreation Fund:

Interest	123	857	24	204
Contributions	-	3,500		
Rent	-	5,600	-	4,900

#### Fire Tax Fund:

Real Estate Taxes	-	59,197	580	60,302
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#### Library Tax Fund:

Real Estate Taxes	-	5	580	60,302
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#### Borough Escrow Fund:

Interest	3,029	17,805	(2,187)	-
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#### Capital Reserve Fund:

Interest	2,020	8,144	191	1,637
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#### Highway Aid Fund:

Interest	1,145	7,162	32	222
Liquid Fuels	-	133,232	-	122,011
Turnback Payment	-	2,280	-	2,280
Transfer from General Fund	-	-	4,806	4,806

### Escrow Account Activity

Starting balance, 12/1/23	694,054	
Interest	3,029	
Deposits	3,000	Gavin Construction
Engineering fees	(4,304)	
Legal fees		
<b>Ending balance, 12/31/23</b>	<b>695,779</b>	

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**Debt Summary****Quakertown National Bank loan**

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Original balance	600,000	
Outstanding balance	133,268	
Interest rate	2.95%	until 3/1/24, then floating between 3.6% and 5.0% based on Prime
Purpose	SEPTA property renovations. This is a refi of a 2007 note.	

Principal and interest due semiannually.

Schedule of remaining payments (interest and principal):

2023	-
2024	49,679
2025	50,132
2026	18,689
	<hr/>
	<b>118,500</b>

**First National Bank of Newton**

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Original balance	1,030,000	
Outstanding balance	967,000	
Interest rate	3.45%	until 11/30/29, then a floating rate of 75% of Prime with a ceiling of 4.95%
Purpose	Borough building acquisition and renovations	

Interest is paid twice a year, principal once in December.

Schedule of remaining payments:

2023	-	49,402 paid in 2023
2024	47,062	
2025	46,589	
2026	78,116	
2027 - 2038	1,068,914	
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	<b>1,240,681</b>	

**Quakertown National Bank Police car loan**

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Paid off in 2023.

**Telford Borough**  
**Expenditure Listing**  
**December 2023**

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**GENERAL FUND:**

21st CENTURY MEDIA-PHILLY CLUS	133.46
ADVANCE AUTO PART PROFESSIONAL	12.86
ALTEK BUSINESS SYSTEMS INC.	150.51
AMTRUST NORTH AMERICA	39,751.00
ARRO CONSULTING, INC.	3,672.37
AT&T MOBILITY	40.89
B & D COMMERCIAL CLEANING	897.50
BOSTON MUTUAL LIFE INS CO	71.25
CARQUEST AUTO PARTS	44.95
CLEMENS UNIFORM RENTAL	80.35
COMCAST CABLE	274.90
DANIEL L. BEARDSLEY, LTD	63.20
DANIEL S. FOX	53.30
DAVIDHEISERS INC	58.75
DOG WASTE DEPOT	287.98
DVHT	32,963.68
Elan Financial Services	616.75
ESTECH SYSTEMS INC	292.44
GOULDEY WELDING & FABRICATIONS	150.00
GRAND VIEW HOSPITAL	57.00
H. A. THOMSON CO	500.00
HOME DEPOT DEPT 322502699469	897.37
INDIAN VALLEY APPRAISAL CO	900.00
JERRY GURETSE	300.00
KEYSTONE MUNICIPAL SVCS, INC.	1,755.00
LOGAN KIRIPOSKI, INC	925.00
MICHALAK SERVICE STATION, INC	2,821.39
MISSIONSQUARE-301626	1,125.38

MOTOROLA	2,340.00
MOYER & SON INC	2,191.13
MUNICIPAL SAFETY SUPPLY	391.00
NAPA AUTO PARTS	14.99
NORTHERN LIGHTS DISPLAY	2,504.75
PA CHIEFS OF POLICE ASSOC	1,250.00
PA MERS	353,141.06
PENN GLOBE	1,031.68
PPL UTILITIES	5,915.87
QUILL CORPORATION	90.57
Rahn-Lawn & Landscape Inc.	65.00
RAIFSNIDER EXTERMINATING	190.00
REPUBLIC SERVICES #320	550.98
SAFE LIFE DEFENSE	1,358.00
SALFORD MILL NURSERY, LLC	1,900.00
TIMONEY KNOX, LLP	3,439.00
T-MOBILE	741.14
TRUMBAUERS LAWN & REC, INC	443.40
UNIVEST INSURANCE, LLC	295.00
VERIZON	490.60
VERIZON WIRELESS	120.03
WILLIAM ASHLEY	300.00
	<hr/> 467,661.48

**RECREATION FUND:**

DISPLAY AND SIGN CENTER INC	535.00
PAYROLL	138,426.88
PAYROLL TAX	10,280.87
<b>TOTAL EXPENDITURES</b>	<hr/> <b>618,109.86</b>



# Telford Borough

## Balance Sheet

Period: 13 Year: 2023

Page 1 of 1

02/05/2024

3:01 PM

Fund	Account Number	Debits	Credits
<b>01</b>	<b>GENERAL FUND</b>		
01-100-000	CASH IN BANK-CHECKING	\$118,820.44	
01-101-000	PLGIT - General fund	\$194,676.11	
01-103-000	CASH - QNB	\$2,203.52	
01-104-000	GRANT FUND	\$125,359.87	
01-105-000	PETTY CASH	\$100.00	
01-106-000	PETTY CASH - POLICE DEPT	\$100.00	
01-112-000	PAYROLL CLEARING	\$831.43	
01-114-000	TBPD DONATION FUND	\$4,201.80	
01-122-000	ACCOUNTS RECEIVABLE	\$4,025.71	
	<b>Asset Total:</b>	<b>\$450,318.88</b>	
01-213-000	DUE TO LIBRARY FUND		\$35.39
01-215-000	DUE TO FIRE COMPANY TAXATION		\$931.21
01-224-000	PA STATE UNEMPLOYMENT INS		\$399.77
01-225-000	EARNED INCOME TAX		\$7,113.59
01-226-000	MERS-NONUNIFORMED		\$5,813.18
01-227-000	I.C.M.A. RETIREMENT		\$1,477.55
01-228-000	METLIFE DEFERRED COMP		\$5,506.03
01-231-000	INSURANCE		\$1,357.00
01-233-000	HOSPITALIZATION WITHHOLDING		\$5,066.16
01-234-000	MERS - POLICE		\$3,472.27
01-239-000	LOCAL SERVICES TAX		\$338.00
01-244-000	DEFERRED REVENUE		\$101,702.97
01-279-000	FUND OPERATING BALANCE		\$359,204.20
01-279-100	REVENUE CONTROL ACCOUNT		\$3,422,189.76
01-279-200	EXPENSE CONTROL ACCOUNT	\$3,464,288.20	
	<b>Liability Total:</b>	<b>\$3,464,288.20</b>	<b>\$3,914,607.08</b>
	<b><u>Fund Total:</u></b>	<b>\$3,914,607.08</b>	<b>\$3,914,607.08</b>

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Account	Account Description	Budget	MTD Actual	YTD Actual	% Used	Remaining
<b>01 GENERAL FUND</b>						
<b>Revenue</b>						
<b>REAL PROPERTY TAXES</b>						
01-301-100	REAL ESTATE TAXES - CURRENT	\$1,342,970.00	\$0.00	\$1,366,563.03	101.76%	(\$23,593.03)
01-301-300	REAL ESTATE TAXES - DELINQUE	\$21,925.00	\$0.00	\$2,662.57	12.14%	\$19,262.43
01-301-500	REAL ESTATE TAXES - LIENED	\$9,000.00	\$0.00	\$3,944.36	43.83%	\$5,055.64
01-301-600	REAL ESTATE TAXES - INTERIM	\$2,000.00	\$0.00	\$0.00	0.00%	\$2,000.00
	<b>Subtotal</b>	<b>\$1,375,895.00</b>	<b>\$0.00</b>	<b>\$1,373,169.96</b>	<b>99.80%</b>	<b>\$2,725.04</b>
<b>LOCAL TAX ENABLING ACT 511</b>						
01-310-030	PER CAPITA TAXES - DELINQUEN	\$20.00	\$0.00	\$15.50	77.50%	\$4.50
01-310-050	LOCAL SERVICES TAX	\$63,500.00	\$12.71	\$72,738.47	114.55%	(\$9,238.47)
01-310-100	REAL ESTATE TRANSFER TAXES	\$110,000.00	\$0.00	\$101,582.27	92.35%	\$8,417.73
01-310-210	EARNED INCOME TAXES - CURRE	\$650,000.00	\$421.22	\$742,741.62	114.27%	(\$92,741.62)
	<b>Subtotal</b>	<b>\$823,520.00</b>	<b>\$433.93</b>	<b>\$917,077.86</b>	<b>111.36%</b>	<b>(\$93,557.86)</b>
<b>PENALTY &amp; INTEREST-DELIN ACCTS</b>						
01-319-010	REAL ESTATE TAX - PENALTIES &	\$3,500.00	\$0.00	\$0.00	0.00%	\$3,500.00
01-319-100	PER CAPITA TAX - PENALTIES & I	\$0.00	\$0.00	\$1.00	0.00%	(\$1.00)
	<b>Subtotal</b>	<b>\$3,500.00</b>	<b>\$0.00</b>	<b>\$1.00</b>	<b>0.03%</b>	<b>\$3,499.00</b>
<b>BUSINESS LICENSES &amp; PERMITS</b>						
01-321-610	PEDDLERS	\$200.00	\$0.00	\$285.00	142.50%	(\$85.00)
01-321-800	CABLE TELEVISION FRANCHISE	\$82,800.00	\$0.00	\$78,820.54	95.19%	\$3,979.46
	<b>Subtotal</b>	<b>\$83,000.00</b>	<b>\$0.00</b>	<b>\$79,105.54</b>	<b>95.31%</b>	<b>\$3,894.46</b>
<b>FINES</b>						
01-331-110	VEHICLE CODE VIOLATIONS	\$1,600.00	\$0.00	\$2,839.64	177.48%	(\$1,239.64)
01-331-120	VIOLATIONS, ORDINANCES & RES	\$3,200.00	\$0.00	\$2,551.36	79.73%	\$648.64
01-331-130	DISTRICT JUSTICE	\$8,000.00	\$0.00	\$12,822.81	160.29%	(\$4,822.81)
	<b>Subtotal</b>	<b>\$12,800.00</b>	<b>\$0.00</b>	<b>\$18,213.81</b>	<b>142.30%</b>	<b>(\$5,413.81)</b>
<b>INTEREST EARNINGS</b>						
01-341-000	INTEREST EARNINGS	\$3,300.00	\$1,794.46	\$24,206.13	733.52%	(\$20,906.13)
	<b>Subtotal</b>	<b>\$3,300.00</b>	<b>\$1,794.46</b>	<b>\$24,206.13</b>	<b>733.52%</b>	<b>(\$20,906.13)</b>
<b>RENTS AND ROYALTIES</b>						
01-342-100	RENT OF LAND	\$2,100.00	\$0.00	\$800.00	38.10%	\$1,300.00
01-342-200	RENT OF BUILDINGS	\$34,060.00	\$0.00	\$38,625.00	113.40%	(\$4,565.00)
	<b>Subtotal</b>	<b>\$36,160.00</b>	<b>\$0.00</b>	<b>\$39,425.00</b>	<b>109.03%</b>	<b>(\$3,265.00)</b>
<b>Department 352</b>						
01-352-530	AMERICAN RESCUE ACT GRANT	\$0.00	\$0.00	\$412,167.75	0.00%	(\$412,167.75)
	<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$412,167.75</b>	<b>0.00%</b>	<b>(\$412,167.75)</b>
<b>ST CAPITAL &amp; OPERATING GRANTS</b>						
01-354-030	STREET & HIGHWAY GRANTS	\$6,250.00	\$0.00	\$0.00	0.00%	\$6,250.00
	<b>Subtotal</b>	<b>\$6,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$6,250.00</b>

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<b>ST SHRED REV &amp; ENTITLEMENTS</b>						
01-355-010	PUBLIC UTILITY REALTY TAX	\$2,000.00	\$0.00	\$1,990.32	99.52%	\$9.68
01-355-080	ALCOHOLIC BEVERAGES TAXES	\$400.00	\$0.00	\$200.00	50.00%	\$200.00
01-355-120	FOREIGN CASUALTY INS. PREMIU	\$170,955.00	\$0.00	\$180,664.53	105.68%	(\$9,709.53)
01-355-140	FOREIGN CASUALTY INS PREMIU	\$29,900.00	\$0.00	\$29,761.28	99.54%	\$138.72
	<b>Subtotal</b>	<b>\$203,255.00</b>	<b>\$0.00</b>	<b>\$212,616.13</b>	<b>104.61%</b>	<b>(\$9,361.13)</b>
<b>LOCAL GOV UNIT SHARED REV/ENT</b>						
01-358-030	OTHER GRANTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-358-080	RECYCLING GRANT PROCEEDS	\$9,000.00	\$0.00	\$0.00	0.00%	\$9,000.00
	<b>Subtotal</b>	<b>\$9,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$9,000.00</b>
<b>PAYMENT IN LIEU OF TAXES</b>						
01-359-000	PAYMENTS IN LIEU OF TAXES	\$134,790.00	\$0.00	\$140,098.60	103.94%	(\$5,308.60)
	<b>Subtotal</b>	<b>\$134,790.00</b>	<b>\$0.00</b>	<b>\$140,098.60</b>	<b>103.94%</b>	<b>(\$5,308.60)</b>
<b>GENERAL GOVERNMENT</b>						
01-361-310	SUBDIVISION FEES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-361-330	VARIANCE FEES	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
01-361-400	CERTIFICATION FEES	\$8,000.00	\$0.00	\$5,825.00	72.81%	\$2,175.00
01-361-540	MAPS & ORDINANCES SOLD	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
	<b>Subtotal</b>	<b>\$9,000.00</b>	<b>\$0.00</b>	<b>\$5,825.00</b>	<b>64.72%</b>	<b>\$3,175.00</b>
<b>PUBLIC SAFETY</b>						
01-362-110	POLICE REPORTS	\$700.00	\$0.00	\$845.00	120.71%	(\$145.00)
01-362-111	POLICE SERVICES REIMBURSEME	\$1,200.00	\$0.00	\$7,788.39	649.03%	(\$6,588.39)
01-362-150	POLICE SERVICES	\$250.00	\$0.00	\$195.00	78.00%	\$55.00
01-362-410	BUILDING PERMITS	\$24,000.00	\$0.00	\$30,297.00	126.24%	(\$6,297.00)
01-362-430	PLUMBING PERMITS	\$3,350.00	\$0.00	\$0.00	0.00%	\$3,350.00
01-362-460	OTHER PERMITS AND FEES	\$17,300.00	\$0.00	\$26,828.25	155.08%	(\$9,528.25)
01-362-470	W/C REIMBURSEMENT	\$18,260.00	\$0.00	\$21,692.00	118.80%	(\$3,432.00)
	<b>Subtotal</b>	<b>\$65,060.00</b>	<b>\$0.00</b>	<b>\$87,645.64</b>	<b>134.72%</b>	<b>(\$22,585.64)</b>
<b>NON-REVENUE RECEIPTS</b>						
01-381-000	NON-REVENUE RECEIPTS	\$1,000.00	\$0.00	\$11,730.25	1173.03%	(\$10,730.25)
	<b>Subtotal</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$11,730.25</b>	<b>1173.03%</b>	<b>(\$10,730.25)</b>
<b>OTHER FINANCING SERVICES</b>						
01-391-000	MATERIALS & SERVICES SOLD	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-391-200	AUTHORITY PENSION REIM	\$89,575.00	\$0.00	\$64,572.00	72.09%	\$25,003.00
01-391-300	ESCROW FUND TRANSFER	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
01-391-350	HIGHWAY AID TRANSFER	\$246,095.00	\$0.00	\$0.00	0.00%	\$246,095.00
01-391-930	RECREATION FUND TRANSFER	\$18,500.00	\$0.00	\$0.00	0.00%	\$18,500.00
01-391-940	CAP RESERVE TRANSFER	\$75,800.00	\$36,335.09	\$36,335.09	47.94%	\$39,464.91
01-391-950	Transfer from 60 fund	\$0.00	\$39,203.76	\$0.00	0.00%	\$0.00
01-391-960	Transfer from 70 fund	\$0.00	\$9,945.00	\$0.00	0.00%	\$0.00
01-391-970	Transfer from TBA	\$0.00	\$80,330.82	\$0.00	0.00%	\$0.00
	<b>Subtotal</b>	<b>\$430,970.00</b>	<b>\$165,814.67</b>	<b>\$100,907.09</b>	<b>23.41%</b>	<b>\$330,062.91</b>
<b>TRANSFERS</b>						
01-392-010	Transfer from Liquid Fuels	\$0.00	\$0.00	\$0.00	0.00%	\$0.00

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	<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>
<b>PROCEEDS OF LONG-TERM DEBT</b>						
01-393-010	PROCEED - GEN LONG TERM DEB	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-393-020	PROCEED- GEN SHORT TERM DE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
	<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>
<b>PROCEEDS OF SHORT-TERM DEBT</b>						
01-394-000	REFUNDS - PRIOR YEAR EXPENDI	\$500.00	\$0.00	\$0.00	0.00%	\$500.00
	<b>Subtotal</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$500.00</b>
<b>CASH BALANCE FORWARDED</b>						
01-399-000	UNAPPROPRIATED BALANCE FRO	\$32,000.00	\$0.00	\$0.00	0.00%	\$32,000.00
	<b>Subtotal</b>	<b>\$32,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$32,000.00</b>
<b>Total GENERAL FUND Revenues:</b>		<b>\$3,230,000.00</b>	<b>\$168,043.06</b>	<b>\$3,422,189.76</b>	<b>105.95%</b>	<b>(\$192,189.76)</b>
<b>Total GENERAL FUND Revenues:</b>		<b>\$3,230,000.00</b>	<b>\$168,043.06</b>	<b>\$3,422,189.76</b>		<b>(\$192,189.76)</b>
<b>Total GENERAL FUND Expenditures:</b>		<b>\$3,228,860.00</b>	<b>\$112,472.99</b>	<b>\$3,464,288.20</b>		<b>(\$235,428.20)</b>
<b>Total GENERAL FUND Fund Balance:</b>		<b>\$1,140.00</b>	<b>\$55,570.07</b>	<b>(\$42,098.44)</b>		<b>\$43,238.44</b>

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<b>Expenditure</b>						
<b>LEGISLATIVE BODY</b>						
01-400-240	MATERIALS & SUPPLIES	\$100.00	\$0.00	\$0.00	0.00%	\$100.00
01-400-340	ADVERTISING, PRINTING, AND BIN	\$3,700.00	\$0.00	\$5,543.34	149.82%	(\$1,843.34)
01-400-420	DUES, SUBSCRIPTIONS, AND MEM	\$1,040.00	\$0.00	\$1,820.00	175.00%	(\$780.00)
01-400-460	MEETINGS & CONFERENCES	\$4,520.00	\$0.00	\$1,250.15	27.66%	\$3,269.85
01-400-490	OTHER	\$300.00	(\$100.00)	\$650.00	216.67%	(\$350.00)
01-400-510	EXPENSE CONTRIBUTION	\$600.00	\$0.00	\$600.00	100.00%	\$0.00
	<b>Subtotal</b>	<b>\$10,260.00</b>	<b>(\$100.00)</b>	<b>\$9,863.49</b>	<b>96.14%</b>	<b>\$396.51</b>
<b>ADMINISTRATION</b>						
01-401-121	WAGES - BOROUGH MANAGER	\$62,550.00	\$0.00	\$74,468.48	119.05%	(\$11,918.48)
01-401-140	WAGES - OFFICE	\$98,435.00	(\$11.56)	\$100,425.74	102.02%	(\$1,990.74)
01-401-210	OFFICE SUPPLIES	\$2,825.00	\$0.00	\$3,510.15	124.25%	(\$685.15)
01-401-240	MATERIALS & SUPPLIES	\$2,000.00	\$876.69	\$1,407.53	70.38%	\$592.47
01-401-260	MINOR EQUIPMENT	\$500.00	\$0.00	\$45.57	9.11%	\$454.43
01-401-310	PROFESSIONAL SERVICES	\$0.00	\$0.00	(\$8,994.13)	0.00%	\$8,994.13
01-401-313	ENGINEERING	\$1,500.00	\$0.00	\$492.15	32.81%	\$1,007.85
01-401-321	TELEPHONE	\$4,360.00	(\$43.62)	\$8,544.24	195.97%	(\$4,184.24)
01-401-325	POSTAGE, PRINTING & ADV	\$4,025.00	\$0.00	\$1,178.94	29.29%	\$2,846.06
01-401-350	INSURANCE & BONDING	\$4,750.00	\$0.00	\$4,028.00	84.80%	\$722.00
01-401-374	MACHINERY & EQUIPMENT REPAI	\$3,090.00	\$0.00	\$3,692.44	119.50%	(\$602.44)
01-401-375	VEHICLE EQUIP & REPAIR	\$0.00	\$0.00	\$413.82	0.00%	(\$413.82)
01-401-380	SOFTWARE LEASE	\$2,590.00	\$0.00	\$2,979.20	115.03%	(\$389.20)
01-401-381	OFFICE EQUIPMENT LEASE	\$3,475.00	\$0.00	\$2,149.06	61.84%	\$1,325.94
01-401-420	DUES, SUBSCRIPTIONS	\$2,500.00	\$0.00	\$2,530.00	101.20%	(\$30.00)
01-401-460	MEETINGS & CONFERENCES	\$1,595.00	\$0.00	\$2,661.35	166.86%	(\$1,066.35)
01-401-490	OTHER OPERATING SUPPLIES	\$1,265.00	\$19.65	\$470.94	37.23%	\$794.06
01-401-700	WEBSITE DESIGN	\$750.00	\$0.00	\$5,287.41	704.99%	(\$4,537.41)
01-401-740	MACHINERY & EQUIPMENT	\$0.00	\$0.00	\$2,729.00	0.00%	(\$2,729.00)
	<b>Subtotal</b>	<b>\$196,210.00</b>	<b>\$841.16</b>	<b>\$208,019.89</b>	<b>106.02%</b>	<b>(\$11,809.89)</b>
<b>FINANCIAL ADMINISTRATION</b>						
01-402-311	ACCOUNTING & AUDITING	\$10,650.00	\$0.00	\$10,580.00	99.34%	\$70.00
	<b>Subtotal</b>	<b>\$10,650.00</b>	<b>\$0.00</b>	<b>\$10,580.00</b>	<b>99.34%</b>	<b>\$70.00</b>
<b>TAX COLLECTION</b>						
01-403-114	WAGES - TAX COLLECTION	\$8,400.00	\$0.00	\$8,400.00	100.00%	\$0.00
01-403-240	MATERIALS & SUPPLIES	\$850.00	\$0.00	\$0.00	0.00%	\$850.00
01-403-316	EARNED INCOME TAX COLLECTO	\$7,150.00	\$421.22	\$7,619.28	106.56%	(\$469.28)
01-403-317	LOCAL SERVICES TAX COLLECTO	\$1,115.00	\$12.71	\$2,274.58	204.00%	(\$1,159.58)
01-403-350	INSURANCE & BONDING	\$295.00	\$295.00	\$590.00	200.00%	(\$295.00)
01-403-460	MEETINGS & CONFERENCES	\$175.00	\$0.00	\$0.00	0.00%	\$175.00
	<b>Subtotal</b>	<b>\$17,985.00</b>	<b>\$728.93</b>	<b>\$18,883.86</b>	<b>105.00%</b>	<b>(\$898.86)</b>
<b>LAW</b>						
01-404-314	PROFESSIONAL & LEGAL SERVIC	\$17,500.00	\$0.00	\$31,883.35	182.19%	(\$14,383.35)
01-404-460	MEETINGS & CONFERENCES	\$20.00	\$0.00	\$0.00	0.00%	\$20.00
	<b>Subtotal</b>	<b>\$17,520.00</b>	<b>\$0.00</b>	<b>\$31,883.35</b>	<b>181.98%</b>	<b>(\$14,363.35)</b>
<b>GENL GOVT BUILDINGS &amp; PLANT</b>						

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01-409-140	WAGES - MAINTENANCE	\$17,000.00	\$0.00	\$27,642.83	162.60%	(\$10,642.83)
01-409-226	CLEANING SUPPLIES	\$450.00	\$0.00	\$0.00	0.00%	\$450.00
01-409-240	MATERIAL & SUPPLIES	\$500.00	\$324.96	\$960.29	192.06%	(\$460.29)
01-409-310	OTHER PROFESSIONAL SERVICE	\$6,775.00	\$133.46	\$6,434.21	94.97%	\$340.79
01-409-361	ELECTRICITY	\$17,300.00	\$0.00	\$14,694.54	84.94%	\$2,605.46
01-409-365	SOLID WASTE	\$3,000.00	\$275.49	\$3,117.32	103.91%	(\$117.32)
01-409-371	LAND MAINTENANCE	\$250.00	\$65.00	\$2,597.52	1039.01%	(\$2,347.52)
01-409-372	COMMUNITY BLDG.	\$3,750.00	\$0.00	\$5,534.24	147.58%	(\$1,784.24)
01-409-373	BUILDING REPAIR	\$1,000.00	\$0.00	\$2,742.66	274.27%	(\$1,742.66)
01-409-374	MACHINERY & EQUIPMENT REPAI	\$3,900.00	\$0.00	\$1,958.21	50.21%	\$1,941.79
01-409-376	TRAIN STATION BLDG	\$9,900.00	\$0.00	\$7,920.48	80.00%	\$1,979.52
01-409-452	JANITORIAL SERVICE	\$16,380.00	\$897.50	\$11,758.00	71.78%	\$4,622.00
01-409-610	CAPITAL EXP. (OFFICE IMP)	\$54,300.00	\$33,890.10	\$482,932.28	889.38%	(\$428,632.28)
01-409-740	MACHINERY & EQUIPMENT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
	<b>Subtotal</b>	<b>\$134,505.00</b>	<b>\$35,586.51</b>	<b>\$568,292.58</b>	<b>422.51%</b>	<b>(\$433,787.58)</b>
<b>POLICE</b>						
01-410-122	WAGES - POLICE CHIEF	\$129,820.00	\$0.00	\$129,819.16	100.00%	\$0.84
01-410-130	CONTRA-WAGE REIMBURSEMENT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-410-133	WAGES - DETECTIVE	\$138,295.00	\$0.00	\$132,705.08	95.96%	\$5,589.92
01-410-134	WAGES - PATROLMEN	\$486,340.00	\$0.00	\$486,160.03	99.96%	\$179.97
01-410-135	WAGES - PATROLMEN PART-TIME	\$64,325.00	\$0.00	\$109,909.78	170.87%	(\$45,584.78)
01-410-140	WAGES - SECRETARY	\$87,475.00	\$0.00	\$54,189.39	61.95%	\$33,285.61
01-410-156	HEALTH/HOSPITALIZATION INSUR	\$215,620.00	\$14,194.36	\$160,787.69	74.57%	\$54,832.31
01-410-159	LIFE & DISABILITY INSURANCE	\$8,855.00	\$0.00	\$8,316.89	93.92%	\$538.11
01-410-160	PENSION	\$63,482.00	(\$1,969.24)	\$62,427.09	98.34%	\$1,054.91
01-410-161	SOCIAL SECURITY	\$60,515.00	\$0.00	\$68,911.64	113.88%	(\$8,396.64)
01-410-163	POLICE HEALTH SAVINGS ACCT	\$6,000.00	\$0.00	\$7,000.00	116.67%	(\$1,000.00)
01-410-164	WORKERS COMP INS.	\$56,970.00	\$0.00	\$15,745.32	27.64%	\$41,224.68
01-410-210	OFFICE SUPPLIES	\$1,800.00	\$0.00	\$2,173.22	120.73%	(\$373.22)
01-410-231	GASOLINE	\$14,000.00	\$0.00	\$13,356.56	95.40%	\$643.44
01-410-238	UNIFORMS	\$5,000.00	\$0.00	\$5,323.21	106.46%	(\$323.21)
01-410-240	MATERIALS & SUPPLIES/OPERATI	\$6,000.00	\$0.00	\$5,504.62	91.74%	\$495.38
01-410-260	MINOR EQUIPMENT	\$1,500.00	\$0.00	\$3,414.21	227.61%	(\$1,914.21)
01-410-321	TELEPHONE	\$7,220.00	(\$174.47)	\$9,128.63	126.44%	(\$1,908.63)
01-410-326	OFFICE EQUIP & REPAIR	\$14,355.00	\$0.00	\$11,482.71	79.99%	\$2,872.29
01-410-327	RADIO EQUIP	\$0.00	\$0.00	\$2,340.00	0.00%	(\$2,340.00)
01-410-375	VEHICLE MAINT & SUPPLIES	\$12,800.00	\$1,788.37	\$22,275.94	174.03%	(\$9,475.94)
01-410-420	DUES, SUBSCRIPTIONS, MEMBER	\$5,615.00	\$0.00	\$5,985.00	106.59%	(\$370.00)
01-410-440	LAUNDRY & DRY CLEANING	\$500.00	\$0.00	\$0.00	0.00%	\$500.00
01-410-460	MEETINGS, CONF. & SCHOOLING	\$13,800.00	(\$45.00)	\$9,896.67	71.72%	\$3,903.33
01-410-490	OTHER SERVICES	\$15,055.00	(\$451.00)	\$12,747.94	84.68%	\$2,307.06
01-410-521	S.P.C.A.	\$250.00	\$0.00	\$0.00	0.00%	\$250.00
01-410-522	NORTH PENN TACTICAL RESISTA	\$3,500.00	\$0.00	\$4,000.00	114.29%	(\$500.00)
01-410-700	WEBSITE DESIGN/MAINT	\$400.00	\$0.00	\$529.08	132.27%	(\$129.08)
01-410-740	MACHINERY & EQUIPMENT	\$2,200.00	\$0.00	\$1,239.27	56.33%	\$960.73
	<b>Subtotal</b>	<b>\$1,421,692.00</b>	<b>\$13,343.02</b>	<b>\$1,345,369.13</b>	<b>94.63%</b>	<b>\$76,322.87</b>
<b>FIRE</b>						
01-411-140	RELIEF ASSOCIATION	\$29,900.00	\$0.00	\$29,761.28	99.54%	\$138.72
01-411-164	WORKER'S COMP. INS.	\$33,640.00	\$0.00	\$10,673.56	31.73%	\$22,966.44
01-411-521	NORTH PENN GOODWILL	\$500.00	\$0.00	\$0.00	0.00%	\$500.00

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Account	Account Description	Budget	MTD Actual	YTD Actual	% Used	Remaining
	<b>Subtotal</b>	<b>\$64,040.00</b>	<b>\$0.00</b>	<b>\$40,434.84</b>	<b>63.14%</b>	<b>\$23,605.16</b>
<b>PROTECTIVE INSPECTION</b>						
01-413-310	PROFESSIONAL SERVICES	\$27,500.00	\$0.00	\$22,090.00	80.33%	\$5,410.00
	<b>Subtotal</b>	<b>\$27,500.00</b>	<b>\$0.00</b>	<b>\$22,090.00</b>	<b>80.33%</b>	<b>\$5,410.00</b>
<b>PLANNING AND ZONING</b>						
01-414-310	PROFESSIONAL SERVICES	\$2,000.00	\$0.00	\$227.50	11.38%	\$1,772.50
01-414-325	POSTAGE & SUPPLIES	\$50.00	\$0.00	\$0.00	0.00%	\$50.00
01-414-342	ADVERTISING & PRINTING	\$1,000.00	\$0.00	\$3,753.44	375.34%	(\$2,753.44)
01-414-460	OTHER SERVICES	\$3,000.00	\$0.00	\$3,000.00	100.00%	\$0.00
	<b>Subtotal</b>	<b>\$6,050.00</b>	<b>\$0.00</b>	<b>\$6,980.94</b>	<b>115.39%</b>	<b>(\$930.94)</b>
<b>HEALTH</b>						
01-421-164	WORKER'S COMP. INS.	\$1,310.00	\$0.00	\$0.00	0.00%	\$1,310.00
01-421-523	AMBULANCE	\$2,500.00	\$0.00	\$0.00	0.00%	\$2,500.00
	<b>Subtotal</b>	<b>\$3,810.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$3,810.00</b>
<b>HIWAY - GENERAL SERVICES</b>						
01-430-140	WAGES - MAINTENANCE	\$24,750.00	\$0.00	\$30,977.45	125.16%	(\$6,227.45)
01-430-141	WAGES - PUBLIC WORKS DIRECT	\$38,920.00	\$0.00	\$40,752.55	104.71%	(\$1,832.55)
01-430-231	GASOLINE	\$7,000.00	\$0.00	\$8,562.15	122.32%	(\$1,562.15)
01-430-238	UNIFORMS	\$2,150.00	\$0.00	\$1,364.78	63.48%	\$785.22
01-430-240	MATERIALS & SUPPLIES	\$300.00	\$391.00	\$2,266.44	755.48%	(\$1,966.44)
01-430-260	SMALL TOOLS & MINOR EQUIPME	\$500.00	\$0.00	\$219.70	43.94%	\$280.30
01-430-313	ENGINEERING SERVICES	\$7,500.00	\$0.00	\$4,096.19	54.62%	\$3,403.81
01-430-327	RADIO EQUIPMENT	\$250.00	\$0.00	\$0.00	0.00%	\$250.00
01-430-374	MACHINERY & EQUIPMENT REPAI	\$500.00	\$0.00	\$686.08	137.22%	(\$186.08)
01-430-375	VEHICLE MAINT & EXP	\$2,000.00	\$0.00	\$1,663.32	83.17%	\$336.68
01-430-420	DUES, SUBSCRIPTIONS, MEMBER	\$275.00	\$0.00	\$233.50	84.91%	\$41.50
01-430-460	MEETINGS & CONFERENCES	\$600.00	\$0.00	(\$399.76)	-66.63%	\$999.76
01-430-490	OTHER	\$870.00	\$0.00	\$100.00	11.49%	\$770.00
01-430-740	MACHINERY & EQUIPMENT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
	<b>Subtotal</b>	<b>\$85,615.00</b>	<b>\$391.00</b>	<b>\$90,522.40</b>	<b>105.73%</b>	<b>(\$4,907.40)</b>
<b>CLEANING OF STREETS &amp; GUTTERS</b>						
01-431-140	WAGES - STREET & GUTTER CLE	\$22,000.00	\$0.00	\$25,047.73	113.85%	(\$3,047.73)
01-431-374	MACHINERY & EQUIPMENT REPAI	\$4,000.00	\$0.00	\$2,230.29	55.76%	\$1,769.71
	<b>Subtotal</b>	<b>\$26,000.00</b>	<b>\$0.00</b>	<b>\$27,278.02</b>	<b>104.92%</b>	<b>(\$1,278.02)</b>
<b>HIWAY - SNOW &amp; ICE REMOVAL</b>						
01-432-140	WAGES - SNOW REMOVAL	\$20,500.00	\$0.00	\$324.52	1.58%	\$20,175.48
01-432-245	HIGHWAY SUPPLIES	\$20,000.00	\$0.00	\$4,951.14	24.76%	\$15,048.86
01-432-374	MACHINERY & EQUIPMENT REPAI	\$1,500.00	\$0.00	\$0.00	0.00%	\$1,500.00
01-432-740	MCHINERY & EQUIPMENT PUR	\$12,500.00	\$0.00	\$9,985.00	79.88%	\$2,515.00
	<b>Subtotal</b>	<b>\$54,500.00</b>	<b>\$0.00</b>	<b>\$15,260.66</b>	<b>28.00%</b>	<b>\$39,239.34</b>
<b>TRAFFIC SIGNALS &amp; STREET SIGNS</b>						
01-433-140	WAGES - STREET SIGNS & TRAF S	\$6,000.00	\$0.00	\$8,548.38	142.47%	(\$2,548.38)
01-433-240	MATERIALS & SUPPLIES	\$2,000.00	\$0.00	\$4,642.26	232.11%	(\$2,642.26)
01-433-361	ELECTRICITY - TRAF SIG	\$1,100.00	\$0.00	\$222.36	20.21%	\$877.64

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Account	Account Description	Budget	MTD Actual	YTD Actual	% Used	Remaining
01-433-374	MACHINERY & EQUIPMENT REPAIR	\$1,000.00	\$0.00	\$3,516.24	351.62%	(\$2,516.24)
	<b>Subtotal</b>	<b>\$10,100.00</b>	<b>\$0.00</b>	<b>\$16,929.24</b>	<b>167.62%</b>	<b>(\$6,829.24)</b>
<b>HIWAY - STREET LIGHTING</b>						
01-434-361	ELECTRICITY - ST LIGHTING	\$46,500.00	\$4,625.25	\$53,233.10	114.48%	(\$6,733.10)
	<b>Subtotal</b>	<b>\$46,500.00</b>	<b>\$4,625.25</b>	<b>\$53,233.10</b>	<b>114.48%</b>	<b>(\$6,733.10)</b>
<b>SIDEWALKS AND CROSSWALKS</b>						
01-435-140	WAGES - SIDEWALK & CROSSWALKS	\$5,500.00	\$0.00	\$736.92	13.40%	\$4,763.08
01-435-240	MATERIALS & SUPPLIES	\$7,000.00	\$0.00	\$182.55	2.61%	\$6,817.45
	<b>Subtotal</b>	<b>\$12,500.00</b>	<b>\$0.00</b>	<b>\$919.47</b>	<b>7.36%</b>	<b>\$11,580.53</b>
<b>STORM SEWERS AND DRAINS</b>						
01-436-140	WAGES - MAINT. STORM DRAINS	\$15,000.00	\$0.00	\$11,651.05	77.67%	\$3,348.95
01-436-240	MATERIALS & SUPPLIES	\$5,000.00	\$0.00	\$5,610.51	112.21%	(\$610.51)
	<b>Subtotal</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$17,261.56</b>	<b>86.31%</b>	<b>\$2,738.44</b>
<b>MAINT/REPAIR TO HWAY &amp; BRIDGES</b>						
01-438-140	WAGES - MAINT. STREETS & BRIDGES	\$22,000.00	\$0.00	\$24,596.88	111.80%	(\$2,596.88)
01-438-240	MATERIALS & SUPPLIES	\$36,410.00	\$6,847.99	\$29,026.36	79.72%	\$7,383.64
01-438-313	ENGINEERING SERVICES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-438-619	HANDICAP RAMPS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
	<b>Subtotal</b>	<b>\$58,410.00</b>	<b>\$6,847.99</b>	<b>\$53,623.24</b>	<b>91.80%</b>	<b>\$4,786.76</b>
<b>CONSTRUCTION AND REBUILDING</b>						
01-439-140	WAGES - CONST. STREETS & BRIDGES	\$2,500.00	\$0.00	\$70.90	2.84%	\$2,429.10
01-439-240	MATERIALS & SUPPLIES	\$150,495.00	\$0.00	\$0.00	0.00%	\$150,495.00
	<b>Subtotal</b>	<b>\$152,995.00</b>	<b>\$0.00</b>	<b>\$70.90</b>	<b>0.05%</b>	<b>\$152,924.10</b>
<b>PARKING FACILITIES</b>						
01-445-140	WAGES - PARKING FACILITIES	\$3,500.00	\$0.00	\$2,427.82	69.37%	\$1,072.18
01-445-240	MATERIALS & SUPPLIES	\$8,500.00	\$0.00	\$202.72	2.38%	\$8,297.28
01-445-361	ELECTRICITY	\$2,050.00	\$0.00	\$2,613.59	127.49%	(\$563.59)
	<b>Subtotal</b>	<b>\$14,050.00</b>	<b>\$0.00</b>	<b>\$5,244.13</b>	<b>37.32%</b>	<b>\$8,805.87</b>
<b>STORM SEWER &amp; FLOOD CONTROL</b>						
01-446-140	WAGES - STORM WATER MANAG.	\$3,500.00	\$0.00	\$4,956.53	141.62%	(\$1,456.53)
01-446-240	MATERIALS & SUPPLIES	\$500.00	\$0.00	\$5,128.94	1025.79%	(\$4,628.94)
01-446-313	ENGINEERING SERVICES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
	<b>Subtotal</b>	<b>\$4,000.00</b>	<b>\$0.00</b>	<b>\$10,085.47</b>	<b>252.14%</b>	<b>(\$6,085.47)</b>
<b>PARKS</b>						
01-454-140	WAGES - MAINT. PARKS	\$55,000.00	\$0.00	\$54,776.34	99.59%	\$223.66
01-454-231	GASOLINE	\$1,800.00	\$0.00	\$1,058.03	58.78%	\$741.97
01-454-240	MATERIALS & SUPPLIES	\$11,000.00	\$0.00	\$10,166.58	92.42%	\$833.42
01-454-260	SMALL TOOLS & MINOR EQUIPMENT	\$1,895.00	\$0.00	\$1,206.54	63.67%	\$688.46
01-454-361	ELECTRICITY	\$3,835.00	\$0.00	\$2,573.36	67.10%	\$1,261.64
01-454-374	MACHINERY & EQUIPMENT REPAIR	\$3,000.00	\$14.99	\$3,488.77	116.29%	(\$488.77)
01-454-380	EQUIPMENT RENTALS	\$9,600.00	\$925.00	\$15,285.00	159.22%	(\$5,685.00)
01-454-740	MACHINE & EQUIP. PURCHASE	\$0.00	\$0.00	\$5,391.54	0.00%	(\$5,391.54)



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Account	Account Description	Budget	MTD Actual	YTD Actual	% Used	Remaining
<b>Subtotal</b>		<b>\$86,130.00</b>	<b>\$939.99</b>	<b>\$93,946.16</b>	<b>109.07%</b>	<b>(\$7,816.16)</b>
<b>CIVIL &amp; MILITARY CELEBRATIONS</b>						
01-457-140	WAGES	\$5,000.00	\$0.00	\$7,113.61	142.27%	(\$2,113.61)
01-457-240	MATERIALS & SUPPLIES	\$350.00	\$0.00	\$0.00	0.00%	\$350.00
01-457-326	DECORATIONS	\$2,000.00	(\$2,486.19)	\$1,176.06	58.80%	\$823.94
01-457-361	ELECTRICITY	\$600.00	\$0.00	\$0.00	0.00%	\$600.00
<b>Subtotal</b>		<b>\$7,950.00</b>	<b>(\$2,486.19)</b>	<b>\$8,289.67</b>	<b>104.27%</b>	<b>(\$339.67)</b>
<b>CONSERVATION &amp; DEVELOPMENT</b>						
01-460-310	PROFESSIONAL SERVICES	\$60,000.00	\$0.00	\$56,250.00	93.75%	\$3,750.00
<b>Subtotal</b>		<b>\$60,000.00</b>	<b>\$0.00</b>	<b>\$56,250.00</b>	<b>93.75%</b>	<b>\$3,750.00</b>
<b>DEBT PRINCIPAL</b>						
01-471-100	GENERAL OBLIGATION PRINCIPAL	\$68,595.00	\$0.00	\$98,325.80	143.34%	(\$29,730.80)
01-471-200	GEN OBLIGATION INTEREST	\$39,315.00	\$0.00	\$45,383.30	115.44%	(\$6,068.30)
<b>Subtotal</b>		<b>\$107,910.00</b>	<b>\$0.00</b>	<b>\$143,709.10</b>	<b>133.17%</b>	<b>(\$35,799.10)</b>
<b>WATER OTHER</b>						
01-473-100	FISCAL AGENT FEES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
<b>Subtotal</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>
<b>INSURANCE</b>						
01-486-352	LIABILITY & PROPERTY	\$93,475.00	\$0.00	\$55,938.00	59.84%	\$37,537.00
01-486-353	W/C INS	\$23,370.00	\$0.00	\$13,204.12	56.50%	\$10,165.88
<b>Subtotal</b>		<b>\$116,845.00</b>	<b>\$0.00</b>	<b>\$69,142.12</b>	<b>59.17%</b>	<b>\$47,702.88</b>
<b>EMPLOYEE BENEFITS</b>						
01-487-155	PA UNEMPLOY COMP	\$0.00	\$0.00	\$1,758.30	0.00%	(\$1,758.30)
01-487-156	MEDICAL & DENTAL	\$136,780.00	\$23,738.51	\$223,428.93	163.35%	(\$86,648.93)
01-487-158	EMPLOYEE ASSISTANCE PROGRA	\$975.00	\$0.00	\$957.00	98.15%	\$18.00
01-487-159	LIFE & DISABILITY INSURANCE	\$5,925.00	\$0.00	\$7,482.02	126.28%	(\$1,557.02)
01-487-160	PENSION	\$281,308.00	(\$6,276.86)	\$275,165.14	97.82%	\$6,142.86
01-487-161	S/S EMPLOYER'S SHARE	\$30,145.00	\$803.79	\$31,333.49	103.94%	(\$1,188.49)
01-487-163	POLICE HEALTH SAVINGS ACCT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
<b>Subtotal</b>		<b>\$455,133.00</b>	<b>\$18,265.44</b>	<b>\$540,124.88</b>	<b>118.67%</b>	<b>(\$84,991.88)</b>
<b>TRANSFERS</b>						
01-492-100	TRANSFER TO LIBRARY FUND	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-492-300	TRANSFER TO CAPITAL RESERVE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-492-500	Transfer to TBA	\$0.00	\$33,489.89	\$0.00	0.00%	\$0.00
<b>Subtotal</b>		<b>\$0.00</b>	<b>\$33,489.89</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>

Telford Borough

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Account	Account Description	Budget	MTD Actual	YTD Actual	% Used	Remaining
Total GENERAL FUND Expenditures:		\$3,228,860.00	\$112,472.99	\$3,464,288.20	107.29%	(\$235,428.20)
Total GENERAL FUND Revenues:		\$3,230,000.00	\$168,043.06	\$3,422,189.76		(\$192,189.76)
Total GENERAL FUND Expenditures:		\$3,228,860.00	\$112,472.99	\$3,464,288.20		(\$235,428.20)
Total GENERAL FUND Fund Balance:		\$1,140.00	\$55,570.07	(\$42,098.44)		\$43,238.44

# **Telford Borough**

## **Financial Reports**

### **January 2024**

P.1 - Financial Summary

P.5 - Expenditure Listing

P.6 - Balance Sheet

P.7 - Profit & Loss Statement

# Telford Borough

## Financial Summary

### January 2024

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#### Overview

This month is the first with QuickBooks, the new financial software. The Balance Sheet (Statement of Financial Position) and P&L (Statement of Financial Activity) are now each one statement rather than each fund having a separate statement. The Balance Sheet has each fund in a separate section, and the P&L has each in separate columns. Seeing everything in one place like this will hopefully provide a clearer picture of the overall entity.

#### Significant January expenditures:

- 50,480 vacation/sick time payout for retiring employees
- 30,163 to H.A. Thomson for property, equipment, & auto insurance
- 78,581 to PIRMA for liability insurance
- 64,171 to Walter Brucker & Co. for PD lobby improvements

#### Cash update:

- We have used a lot of cash in the last 2 months:
  - 50k for vaca/sick payouts
  - 64k for PD lobby improvements
  - 217k for WC, liability, property, and cyber insurance
  - 346k for the pension MMO
- With the exception of the vaca/sick payouts and lobby improvements these are typical items.
- There is still 156k in the operating and payroll accounts as well as another 301k in reserve.
- The real estate tax collections will begin shortly and build the balance back up; last year we received 1.13M in February and March, and another 171k those months in EIT and LST. The pending sale of the old Borough Hall will help as well.

#### Cash Basis Net Gain (Loss) Summary

	2024		2023	
	January	YTD	January	YTD
General Fund	(158,381)	(158,381)	(221,969)	(221,969)
Recreation Fund	(412)	(412)	23	23
Fire Tax Fund	-	-	-	-
Library Tax Fund	-	-	-	-
Escrow Fund	3,016	3,016	275	275
DCED Grants Fund	-	-	-	-
Capital Reserve Fund	(173,355)	(173,355)	58	58
Liquid Fuels Fund	679	679	32	32
	(328,453)	(328,453)	(221,581)	(221,581)

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## Cash Balances

	2024		2023
General Fund	PLGIT	Univest	Univest
General Fund	20,182	93,402	(98,517)
Cash - QNB	-	2,204	8,138
Grant Fund	-	125,492	513,689
Petty Cash	-	100	100
Petty Cash - PD	-	100	100
Money Market	closed	closed	226,964
Payroll	-	42,332	1,125
PD HRA	transferred to HRA plan		64,498
TBPD Donation Fd	-	4,202	5,750
<b>Total General Fund</b>	<b>20,182</b>	<b>267,832</b>	<b>721,847</b>

Other Funds	PLGIT	Univest	Univest
Recreation Fund	25,621	9,954	51,104
Fire Company Tax	-	5	5
Library Tax	-	5	5
DCED	-	8	8
Cash - UNB (Cap Res)	283,297	17,281	40,357
Money Market	closed	closed	350,086
MMt 2.17% (Cap Res)	closed	closed	111,799
Highway Aid Fund	150,470	33,428	193,012
<b>Total Cash at 1/31/24</b>	<b>479,570</b>	<b>328,513</b>	<b>1,468,223</b>

**808,083**

Cash Balance at 12/31/23 1,139,453

Increase (Decrease) (331,370)

	PLGIT	Univest	Univest
<b>Borough Escrow Fund</b>	<b>691,777</b>	<b>2,724</b>	<b>718,570</b>

## Revenue Summary

General Fund:	2024		2023	
Taxes:	January	YTD	January	YTD
Real Estate	8,803	8,803	690	690
Per Capita	-	-	-	-
Local Services	664	664	2,332	2,332
Transfer	13,647	13,647	-	-
Earned Income	20,411	20,411	21,399	21,399
Public Utility Realty Tax	-	-	-	-
Alcoholic Beverages Tax	-	-	-	-
<b>Total Taxes</b>	<b>43,525</b>	<b>43,525</b>	<b>24,421</b>	<b>24,421</b>

PILOT	-	-	-	-
Cable Franchise Fees	-	-	-	-
Fines	853	853	460	460
Interest	707	707	351	351
Rent	3,250	3,250	4,265	4,265
Certification Fees	300	300	550	550
Variance Fees	-	-	-	-
Police Reports	412	412	38	38
Police Services Reimb	1,256	1,256	-	-
Permits	19,997	19,997	679	679
Recycling Grant	-	-	-	-
Street & Highway Grant	-	-	-	-
W/C Reimbursement	-	-	-	-
State Pension Aid	-	-	-	-
State Fire Aid	-	-	-	-
Non-Revenue Receipts	698	698	629	629
Materials & Services Sold	-	-	-	-
Authority Pension Reimb	-	-	-	-
Debt Proceeds	-	-	-	-
Refunds - PY Expenditures	-	-	-	-
Interfund Transfers	175,000	175,000	-	-
<b>Total General Fund</b>	<b>245,998</b>	<b>245,998</b>	<b>31,393</b>	<b>31,393</b>
<b>Recreation Fund:</b>				
Interest	123	123	23	23
Contributions	-	-	-	-
Rent	-	-	-	-
<b>Fire Tax Fund:</b>				
Real Estate Taxes	-	-	-	-
<b>Library Tax Fund:</b>				
Real Estate Taxes	-	-	-	-
<b>Borough Escrow Fund:</b>				
Interest	3,016	3,016	275	275
<b>Capital Reserve Fund:</b>				
Interest	1,645	1,645	58	58
<b>Highway Aid Fund:</b>				
Interest	679	679	32	32
Liquid Fuels	-	-	-	-
Turnback Payment	-	-	-	-
Transfer from General Fund	-	-	-	-

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**Escrow Account Activity**

Starting balance, 1/1/24	695,779
Interest	3,016
Deposits	-
Engineering fees	(4,121)
Legal fees	(173)
<b>Ending balance, 1/31/24</b>	<b>694,501</b>

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**Debt Summary****Quakertown National Bank loan**

Original balance	600,000
Outstanding balance	133,268
Interest rate	2.95% until 3/1/24, then floating between 3.6% and 5.0% based on Prime
Purpose	SEPTA property renovations. This is a refi of a 2007 note.

Principal and interest due semiannually.

Schedule of remaining payments (interest and principal):

2024	49,679
2025	50,132
2026	18,689
	<b>118,500</b>

**First National Bank of Newton**

Original balance	1,030,000
Outstanding balance	967,000
Interest rate	3.45% until 11/30/29, then a floating rate of 75% of Prime with a ceiling of 4.95%
Purpose	Borough building acquisition and renovations

Interest is paid twice a year, principal once in December.

Schedule of remaining payments:

2024	47,062
2025	46,589
2026	78,116
2027 - 2038	1,068,914
	<b>1,240,681</b>

**Quakertown National Bank Police car loan**

Paid off in 2023.

**Telford Borough  
Bill Payment List  
January 2024**

<b>Vendor</b>	<b>Amount</b>		
<b>General Fund</b>			
Advance Auto Parts	54.22	PIRMA	78,581.00
Altek Business Systems Inc.	1,014.39	PMRS	9,285.45
Armour & Sons Electric, Inc	736.69	PPL Utilities	7,746.97
ARRO Consulting, Inc.	5,292.22	Quill LLC	25.87
AT&T Mobility	40.89	Raifsnider's Exterminating LLC	95.00
B & D Commercial Cleaning	1,275.00	Randall S Floyd	290.41
Bergey's Electric	166.20	Republic Services #320	536.12
Boston Mutual Life Ins Co - W	57.00	Richter Total Office	100.00
Bucks County Consortium	175.00	Robert E. Little Inc.	5.34
Clemens Uniform Rental	96.58	Safeguard Business Systems	1,070.89
Comcast Cable	274.90	Security On-Line Systems, Inc.	130.00
Cowbell Cyber, Inc	4,262.00	Siana Law, LLP	1,432.50
D.L. Beardsley, Ltd	1,189.83	St Luke's Penn Foundation EAP	782.00
DVHT	38,908.95	St. Lukes Occupational Medicine	110.00
Elan Financial Services	584.13	Standard Insurance Co	1,492.52
Estech Systems Inc	361.78	Telford Happenings, Inc.	3,750.00
FBINAA	130.00	Timoney Knox	2,556.60
Galco Business Communications	150.00	T-Mobile	383.73
Galls, LLC	120.39	Tori M. Adams	1,355.92
Grand View Hospital	57.00	Triad Truck Equipment	211.00
H. A. Thomson Co.	30,163.00	Verizon	421.64
Home Depot Credit Services	868.28	Verizon Wireless	120.03
IV Chamber Of Commerce	373.00	Walter Brucker & Co., Inc.	64,171.00
Int'l Assoc of Chiefs of Police	190.00	Wells Fargo Vendor Financial Svcs	579.98
Jerry's Auto Body	1,204.29		<b>281,139.89</b>
Keystone Municipal Services, Inc.	2,437.50		
Lansdale Police Department	1,050.00	<b>Recreation Fund</b>	
Liberty Mutual Insurance Co	313.00	Display And Sign Center, Inc.	535.00
Logan Kiriposki, Inc	1,300.00		
Michalak's Auto Repair	1,366.13	<b>Escrow Account</b>	
Missionsquare-301626	1,477.55	Timoney Knox	172.50
MC SWAT (MSWAT-CR)	5,000.00	ARRO Consulting, Inc.	4,421.73
Morning Call	519.39		<b>4,594.23</b>
Moyer Automated Fueling Center	2,018.12		
NAPA Auto Parts	53.74	Payroll	125,191.41
Northern Lights Display	2,504.75	Payroll Tax	9,869.00
PA DEP	120.00	<b>Total Expenditures</b>	<b>421,329.53</b>



# Telford Borough

## Statement of Financial Position

As of January 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
01-100 General Fund bank accounts	
01-100-000 GF Operating Account	93,401.89
01-100-100 PLGIT - General Fund	20,181.79
01-105-000 Payroll Account	42,331.43
01-106-000 QNB	2,203.52
01-106-100 TBPB Donation Fund	4,201.80
01-108-000 Grant Fund	125,492.60
01-110-000 Petty Cash	200.00
<b>Total 01-100 General Fund bank accounts</b>	<b>288,013.03</b>
05-100 Recreation Fund bank accounts	
05-100-000 Recreation Fund	9,954.04
05-100-100 Recreation Fund - PLGIT	25,621.35
<b>Total 05-100 Recreation Fund bank accounts</b>	<b>35,575.39</b>
07-100-000 Fire Company Tax account	5.00
08-100-000 Library Tax account	5.00
09-100 Escrow bank accounts	
09-100-000 Escrow Account	2,724.26
09-100-100 Escrow - PLGIT	691,776.68
<b>Total 09-100 Escrow bank accounts</b>	<b>694,500.94</b>
18-100-000 DCED account	8.31
30-100 Capital Reserve bank accounts	
30-100-000 Capital Reserve	17,280.97
30-100-100 Capital Reserve - PLGIT	283,296.99
<b>Total 30-100 Capital Reserve bank accounts</b>	<b>300,577.96</b>
35-100 Liquid Fuels	
35-100-000 Liquid Fuels	33,427.97
35-100-100 Liquid Fuels - PLGIT	150,469.96
<b>Total 35-100 Liquid Fuels</b>	<b>183,897.93</b>
<b>Total Bank Accounts</b>	<b>\$1,502,583.56</b>

Telford Borough  
Statement of Financial Position  
As of January 31, 2024

	TOTAL
Other Current Assets	
01-300 Due From Other Funds	
01-130-000 Due From Authority for Payroll	-2,107.82
<b>Total 01-300 Due From Other Funds</b>	<b>-2,107.82</b>
07-130-000 Due from General Fund	456.55
08-130-000 Due from General Fd	35.39
<b>Total Other Current Assets</b>	<b>\$ -1,615.88</b>
<b>Total Current Assets</b>	<b>\$1,500,967.68</b>
<b>TOTAL ASSETS</b>	<b>\$1,500,967.68</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Credit Cards	
01-200-000 Credit Card	649.60
<b>Total Credit Cards</b>	<b>\$649.60</b>
Other Current Liabilities	
01-220-100 Payroll withholdings	19,397.93
01-230 Due To Other Funds	
01-230-100 Due To Library Fund	35.39
01-230-200 Due To Fire Company Taxation	1,317.33
<b>Total 01-230 Due To Other Funds</b>	<b>1,352.72</b>
01-248-000 Escrow Activity	-4,294.23
01-252-000 Deferred Revenue	109,468.02
<b>Total Other Current Liabilities</b>	<b>\$125,924.44</b>
<b>Total Current Liabilities</b>	<b>\$126,574.04</b>
<b>Total Liabilities</b>	<b>\$126,574.04</b>
Equity	
Opening balance equity	1,702,847.02
Retained Earnings	
Net Revenue	-328,453.38
<b>Total Equity</b>	<b>\$1,374,393.64</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,500,967.68</b>

# Telford Borough

## Statement of Activity by Class

January 2024

	CAP RES	ESCROW	GENERAL	LIQ FUELS	REC	TOTAL
Revenue						
01-301 Real Estate Taxes						\$0.00
01-301-100 Current Year			8,803.39			\$8,803.39
<b>Total 01-301 Real Estate Taxes</b>			<b>8,803.39</b>			<b>\$8,803.39</b>
01-310 Act 511 Taxes						\$0.00
01-310-050 Local Services			663.65			\$663.65
01-310-100 Real Estate Transfer			13,646.50			\$13,646.50
01-310-210 Earned Income - Current			20,411.45			\$20,411.45
<b>Total 01-310 Act 511 Taxes</b>			<b>34,721.60</b>			<b>\$34,721.60</b>
01-331 Fines						\$0.00
01-331-110 Vehicle Code Violations			50.00			\$50.00
01-331-130 District Justice			802.70			\$802.70
<b>Total 01-331 Fines</b>			<b>852.70</b>			<b>\$852.70</b>
01-342 Rents						\$0.00
01-342-200 Buildings			3,250.00			\$3,250.00
<b>Total 01-342 Rents</b>			<b>3,250.00</b>			<b>\$3,250.00</b>
01-361 General Government						\$0.00
01-361-400 Certification Fees			300.00			\$300.00
<b>Total 01-361 General Government</b>			<b>300.00</b>			<b>\$300.00</b>
01-362 Public Safety						\$0.00
01-362-110 Police Reports & Services			411.63			\$411.63
01-362-111 Police Services Reimbursements			1,256.24			\$1,256.24
01-362-410 Building Permits			18,466.50			\$18,466.50
01-362-460 Other Permits And Fees			1,530.00			\$1,530.00
<b>Total 01-362 Public Safety</b>			<b>21,664.37</b>			<b>\$21,664.37</b>
01-391 Other Revenue						\$0.00
01-391-150 Interest Earnings	1,644.63	3,016.41	707.23	679.09	122.60	\$6,169.96
01-391-300 Non-Revenue Receipts			699.00			\$699.00
<b>Total 01-391 Other Revenue</b>	<b>1,644.63</b>	<b>3,016.41</b>	<b>1,406.23</b>	<b>679.09</b>	<b>122.60</b>	<b>\$6,868.96</b>
01-392 Interfund Transfers from						\$0.00
01-392-000 Transfer from Capital Reserve			175,000.00			\$175,000.00
<b>Total 01-392 Interfund Transfers from</b>			<b>175,000.00</b>			<b>\$175,000.00</b>
<b>Total Revenue</b>	<b>\$1,644.63</b>	<b>\$3,016.41</b>	<b>\$245,998.29</b>	<b>\$679.09</b>	<b>\$122.60</b>	<b>\$251,461.02</b>
GROSS PROFIT	<b>\$1,644.63</b>	<b>\$3,016.41</b>	<b>\$245,998.29</b>	<b>\$679.09</b>	<b>\$122.60</b>	<b>\$251,461.02</b>
Expenditures						
01-400 Legislative Body						\$0.00
01-400-340 Advertising, Printing, And Bin			533.39			\$533.39
01-400-420 Dues, Subscriptions, And Membe			548.00			\$548.00
01-400-460 Meetings & Conferences			200.00			\$200.00
<b>Total 01-400 Legislative Body</b>			<b>1,281.39</b>			<b>\$1,281.39</b>
01-401 Administration						\$0.00
01-401-100 Wages - Borough Manager			4,755.72			\$4,755.72
01-401-110 Wages - Office			4,505.47			\$4,505.47
01-401-240 Materials & Supplies			1,146.02			\$1,146.02
01-401-310 Professional Services			19.75			\$19.75
01-401-330 Legal Services			2,556.60			\$2,556.60
01-401-350 Insurance & Bonding			4,575.00			\$4,575.00
01-401-400 Telephone			786.84			\$786.84
01-401-410 Software & IT Equip Lease			212.58			\$212.58
01-401-500 Repairs & Maintenance			176.51			\$176.51

# Telford Borough

## Statement of Activity by Class

January 2024

	CAP RES	ESCROW	GENERAL	LIQ FUELS	REC	TOTAL
01-401-510 Minor Equip Purchase			150.00			\$150.00
01-401-610 Dues & Subscriptions			649.60			\$649.60
<b>Total 01-401 Administration</b>			<b>19,534.09</b>			<b>\$19,534.09</b>
01-403 Tax Collection						\$0.00
01-403-100 Wages - Tax Collection			646.16			\$646.16
01-403-110 Earned Income Tax Collector			293.01			\$293.01
01-403-120 Local Services Tax Collector			61.02			\$61.02
<b>Total 01-403 Tax Collection</b>			<b>1,000.19</b>			<b>\$1,000.19</b>
01-409 Buildings & Plant						\$0.00
01-409-100 Wages - Maintenance			809.60			\$809.60
01-409-300 Other Professional Services			2,437.50			\$2,437.50
01-409-550 Electricity			2,495.52			\$2,495.52
01-409-700 Borough Hall			1,638.07			\$1,638.07
01-409-705 Police Building			724.37			\$724.37
01-409-710 Community Bldg.			211.26			\$211.26
01-409-900 Capital Improvements			69,463.22			\$69,463.22
<b>Total 01-409 Buildings &amp; Plant</b>			<b>77,779.54</b>			<b>\$77,779.54</b>
01-410 Police						\$0.00
01-410-100 Wages - Police Chief			9,687.65			\$9,687.65
01-410-110 Wages - Detective			41,377.20			\$41,377.20
01-410-120 Wages - Patrolmen			39,184.92			\$39,184.92
01-410-130 Wages - Secretary			4,110.08			\$4,110.08
01-410-150 Health Insurance			16,535.36			\$16,535.36
01-410-155 Life & Disability Insurance			847.02			\$847.02
01-410-170 FICA - Employer			7,094.84			\$7,094.84
01-410-220 Gasoline			941.85			\$941.85
01-410-240 Materials & Supplies			210.53			\$210.53
01-410-330 Legal Services - Police			1,432.50			\$1,432.50
01-410-400 Telephone			541.23			\$541.23
01-410-410 Software & IT Equip Lease			1,431.47			\$1,431.47
01-410-490 Other Services			57.00			\$57.00
01-410-500 Repairs & Maintenance			228.87			\$228.87
01-410-510 Minor Equip Purchase			621.40			\$621.40
01-410-530 Vehicle Maint & Supplies			2,581.97			\$2,581.97
01-410-605 Education			1,341.65			\$1,341.65
01-410-610 Dues & Subscriptions			320.00			\$320.00
01-410-820 Payments to Other Orgs.			6,550.00			\$6,550.00
<b>Total 01-410 Police</b>			<b>135,095.54</b>			<b>\$135,095.54</b>
01-411 Fire						\$0.00
01-411-820 Ambulance			2,500.00			\$2,500.00
<b>Total 01-411 Fire</b>			<b>2,500.00</b>			<b>\$2,500.00</b>
01-430 Highway - General						\$0.00
01-430-140 Wages - Public Works Director			3,613.57			\$3,613.57
01-430-145 Wages - Highway			6,665.28			\$6,665.28
01-430-220 Gasoline			488.66			\$488.66
01-430-240 Materials & Supplies			55.00			\$55.00
01-430-250 Uniforms			96.58			\$96.58
01-430-420 Dues & Subscriptions			120.00			\$120.00
01-430-500 Repairs & Maintenance			5.34			\$5.34
01-430-530 Vehicle Maint & Supplies			211.00			\$211.00
<b>Total 01-430 Highway - General</b>			<b>11,255.43</b>			<b>\$11,255.43</b>

# Telford Borough

## Statement of Activity by Class

January 2024

	CAP RES	ESCROW	GENERAL	LIQ FUELS	REC	TOTAL
01-431 Street Cleaning						\$0.00
01-431-145 Wages - Street Cleaning			362.58			\$362.58
01-431-500 Repairs & Maintenance			441.93			\$441.93
<b>Total 01-431 Street Cleaning</b>			<b>804.51</b>			<b>\$804.51</b>
01-432 Highway - Snow & Ice						\$0.00
01-432-145 Wages - Snow Removal			5,982.90			\$5,982.90
01-432-240 Highway Supplies			82.00			\$82.00
01-432-510 Minor Equip Purchase			539.99			\$539.99
<b>Total 01-432 Highway - Snow &amp; Ice</b>			<b>6,604.89</b>			<b>\$6,604.89</b>
01-433 Traffic Signals & Signs						\$0.00
01-433-140 Wages - Street Signs & Traf Si			1,006.43			\$1,006.43
01-433-374 Machinery & Equipment Repairs			736.69			\$736.69
01-433-550 Electricity - Traf Sig			110.31			\$110.31
<b>Total 01-433 Traffic Signals &amp; Signs</b>			<b>1,853.43</b>			<b>\$1,853.43</b>
01-436 Storm Sewers						\$0.00
01-436-145 Wages - Storm Sewers			919.01			\$919.01
01-436-240 Materials & Supplies			55.00			\$55.00
<b>Total 01-436 Storm Sewers</b>			<b>974.01</b>			<b>\$974.01</b>
01-438 Roads & Bridges						\$0.00
01-438-145 Wages - Roads & Bridges			360.81			\$360.81
01-438-550 Street Lighting - Electricity			4,647.82			\$4,647.82
<b>Total 01-438 Roads &amp; Bridges</b>			<b>5,008.63</b>			<b>\$5,008.63</b>
01-445 Parking Facilities						\$0.00
01-445-145 Wages - Parking Facilities			106.26			\$106.26
01-445-550 Electricity			74.50			\$74.50
<b>Total 01-445 Parking Facilities</b>			<b>180.76</b>			<b>\$180.76</b>
01-454 Parks						\$0.00
01-454-145 Wages - Parks			255.70			\$255.70
01-454-220 Gasoline			63.68			\$63.68
01-454-240 Materials & Supplies					535.00	\$535.00
01-454-500 Repairs & Maintenance			107.96			\$107.96
01-454-510 Minor Equip Purchase			649.84			\$649.84
01-454-540 Equipment Rentals			1,300.00			\$1,300.00
01-454-550 Electricity			418.82			\$418.82
<b>Total 01-454 Parks</b>			<b>2,796.00</b>		<b>535.00</b>	<b>\$3,331.00</b>
01-457 Civil Celebrations						\$0.00
01-457-145 Wages - Civil Celebrations			836.73			\$836.73
01-457-240 Materials & Supplies			2,871.65			\$2,871.65
<b>Total 01-457 Civil Celebrations</b>			<b>3,708.38</b>			<b>\$3,708.38</b>
01-460 Community Development						\$0.00
01-460-810 Telford Happenings Contrib			3,750.00			\$3,750.00
<b>Total 01-460 Community Development</b>			<b>3,750.00</b>			<b>\$3,750.00</b>
01-486 Insurance						\$0.00
01-486-355 General Liability Insurance			78,581.00			\$78,581.00
01-486-356 Insurance - Property, Equip, Auto			30,163.00			\$30,163.00
<b>Total 01-486 Insurance</b>			<b>108,744.00</b>			<b>\$108,744.00</b>
01-487 Employee Benefits						\$0.00
01-487-150 Health Insurance			17,307.43			\$17,307.43
01-487-152 Emplpyee Assist. Program			782.00			\$782.00
01-487-155 Life & Disability Insurance			645.50			\$645.50

# Telford Borough

## Statement of Activity by Class

January 2024

	CAP RES	ESCROW	GENERAL	LIQ FUELS	REC	TOTAL
01-487-170 FICA - Employer			2,773.68			\$2,773.68
<b>Total 01-487 Employee Benefits</b>			<b>21,508.61</b>			<b>\$21,508.61</b>
01-492 Interfund Transfers to						\$0.00
01-492-300 Transfer to General Fund	175,000.00					\$175,000.00
<b>Total 01-492 Interfund Transfers to</b>	<b>175,000.00</b>					<b>\$175,000.00</b>
<b>Total Expenditures</b>	<b>\$175,000.00</b>	<b>\$0.00</b>	<b>\$404,379.40</b>	<b>\$0.00</b>	<b>\$535.00</b>	<b>\$579,914.40</b>
NET OPERATING REVENUE	<b>\$ -173,355.37</b>	<b>\$3,016.41</b>	<b>\$ -158,381.11</b>	<b>\$679.09</b>	<b>\$ -412.40</b>	<b>\$ -328,453.38</b>
NET REVENUE	<b>\$ -173,355.37</b>	<b>\$3,016.41</b>	<b>\$ -158,381.11</b>	<b>\$679.09</b>	<b>\$ -412.40</b>	<b>\$ -328,453.38</b>

# Memo

**TO:** Telford Borough Council  
Honorable Jerry Guretse, Mayor

**FROM:** Chief Randall S. Floyd

*"Do the Right Thing...Always"*

**CC:** File

**DATE:** February 6, 2024

**RE:** Monthly Telford Borough Police Department Activity

---

The following is a summary of the Telford Borough Police Department activity for the month of January 2024:

## **Records Destruction**

Approximately 40 boxes of old records were destroyed on January 29<sup>th</sup> by Richter Office Supply's mobile shredding unit. Appropriate records will be destroyed on an annual basis moving forward. This was a major project and keeping up with annual records destruction will make it more manageable.

## **Juvenile Holding and Enforcement Audit**

The Pennsylvania Commission on Crime and Delinquency conducts an audit every three years to make certain that the police department is complying with all state and federal laws regarding juveniles. There were no discrepancies found and the police department was in full compliance.

## **PLEAC Accreditation**

The annual accreditation date is January 15<sup>th</sup>. The police department completed its first year of a three-year cycle. All standards were met, and the files completed. TBPD is in full compliance. I will be attending the annual PLEAC Accreditation conference in March in order to learn of any additions / changes to the PLEAC standards. I also have to re-take the assessors course in order to continue doing mock assessments for other police departments.

## **Citizens Police Academy**

The first session of the Citizens Police Academy was held on January 30<sup>th</sup>. 16 area residents registered and attended the session. It went very well, and the attendees seemed very excited about the program. I look forward to doing this program annually.

**Parking Study**

A parking study was conducted on Grandview Drive, West Summit Street, and the southern end of Acorn Avenue. The study and my recommendations need to be reviewed with the Public Safety Committee prior to bringing it to the attention of Borough Council.

**Extra Uniform Sale**

Due to years of utilizing part-time officers, and them leaving the department, thousands of dollars in uniform shirts and pants, none of which fit our current officer, are in storage. Since they may be useful to another police department, I've considered advertising them for sale through the Pennsylvania Chiefs of Police or Municibid. I will discuss this further with the Borough Manager.

**Truck Parked on West Broad Street**

A large contractor truck was parked overnight on West Broad Street for several weeks. The vehicle was registered to a woman in Lansdale but was suspected of being used by an employee on West Broad Street. I sent a letter to the owner and the vehicle has not been parked there since. It was creating a significant traffic problem.

**Parking on Main Street in Front of Beer and Wine and Smoke Shop**

The No Parking in front of the Beer and Wine and Smoke Shop on North Main was being repeatedly violated by people who were parking and going in to make a purchase. The Public Works Department changed the signs to "No Standing, Stopping or Parking" on that block. The officers have been instructed to strictly enforce any violations. Parking in that area creates difficulty for large vehicles, as well as fire or other emergency vehicles, pulling out of West Broad Street.

**2023 Annual Report**

The 2023 Annual Report of the police department was completed and will be included with this monthly report.

**51 West Central Avenue**

The owner of 51 Central Avenue who terrorized the neighborhood for months and was charged with numerous criminal charges. He pleaded guilty to all charges and is awaiting sentencing. The neighbors were all encouraged to submit victim impact statements so that the judge could understand how they were victimized by this individual. The residence is still placarded by the Code Enforcement Officer as uninhabitable.

**Snow Emergency Route**

The Public Works Director and I discussed getting several portable signs that could be posted on West Broad Street during a Snow Emergency. Despite efforts to have vehicles removed during an emergency rated snowstorm, several remain making snow plowing more difficult. The portable signs will help alleviate the problem in the future.

**Detective Fox Retirement Party**

The retirement party for recently retired Dan Fox is planned and will be held on Tuesday, February 13<sup>th</sup> at the Rising Sun Inn. Detective Fox served 30 years with the TBPD.



**Antisemitism Lecture at Indian Valley Public Library**

A lecture was scheduled at the IVPL dealing with antisemitism. The library received an extremely nasty email, with violent undertones, regarding the lecture, speaker, etc. I attended the lecture, which drew 36 people in attendance, to make certain that there were no problems. No one protested or disrupted the lecture.

**Law Enforcement Executive Leadership Program**

I enrolled Corporal Tori Adams in an advanced leadership program that is going to be held in Bucks County this spring. This program falls in line with the succession plan that was developed last year to help Corporal Adams transition into the Chief of Police role upon my retirement in 2026.

**Microsoft and Other Software Configured**

Due to confidentiality of most of the police department's work, some of the software and sharing sites were reconfigured to better meet the needs of the department. Some subscriptions were cancelled, and others added to meet those needs.

**Montgomery County Veterans Support Team**

Officer Sara Miller attended the two-day session of training for the Montgomery County Veterans Support Team. She will undergo additional training and will serve as one of the few female members of the team.

**In-House and In-Service Training for the Month**

Ethics  
Ethical Decision Making  
Emotional Survival

**Motor Vehicle Stops / Traffic Citations for the Month**

Motor Vehicle Stops – 119  
Citations -41

**Bus Stop Violations**

10

**Summary of Arrests / Investigations (Not Conclusive)****Drug Arrest After MVS**

A local woman was charged with possession of a substantial amount of marijuana, edibles and paraphernalia after she was stopped for a motor vehicle violation.

**Nurses Aid Arrest**

A Macungie woman was arrested and charged in connection with the theft of a care dependent resident of the Lutheran Home at Telford. She purchased several thousand dollars' worth of goods and services, most of which was captured on video surveillance.

**Juvenile Assault Arrests**

Two juveniles were charged in connection with an assault.

**Domestic Assault Involving Strangulation**

A warrant has been sought for a Borough man who assaulted an ex-girlfriend by strangulation. Several attempts have been made to arrest him, but he has remained hidden and thus far avoided arrest.

**Elderly Exploitation Investigation**

A woman in Maine reported that her mother was being abused and exploited financially by another sibling. Further investigation revealed that the woman was fine, and that the complainant was overreacting.

**Alcohol Overdose /Ongoing Family Issues**

A 44-year-old Borough man overdosed on alcohol and required emergency hospitalization. The family is extremely dysfunctional and requires police response frequently. Officers responded to the residence seven times in a 48-hour period. Alcohol abuse is the catalyst and its abuse results in fighting, assaults, and other issues.

**Sexual Child Abuse Investigation**

A sexual child abuse investigation that was prolonged for months and resulted in false allegations and numerous attempts to influence the 6-year-old child negatively and maliciously has finally ended. All information was turned over to the Montgomery County District Attorney's Office for review. They declined to prosecute. The case was the result of a custody dispute over the child.

**Sexual Abuse Juvenile on Juvenile Investigation**

A very dysfunctional family, where the father was alleged to have abused one of the children physically, members tried to embellish the case by also claiming an older teen brother sexually abused a younger sibling. Again, the investigation determined those allegations to be false and the Montgomery County District Attorney's Office declined prosecution.

**Skill Machine Distraction Theft**

Three males entered the Circle K store and appeared to be playing the skill machines located inside. They remained at the machines for three hours without eliciting any suspicion by the clerk. During the time they spent in the store, different of the men went to the counter and distracted the clerk. After the men left the store, it was discovered that they cut the lock and removed \$22,000 from the machine. It is believed that these men are part of an organized ring that has struck several stores in several states.

**Several Domestic Violence Investigations /Arrests**

Officers arrested and / or investigated several individuals in connection with domestic violence incidents during the month.

**Numerous Disturbances**

Officers responded to numerous disturbances during the month.

**Meetings, Training and / or Activities**

1/5 – P.C.C.D Juvenile Audit

1/9 – Attended Grace Inspired Living Board of Directors Meeting

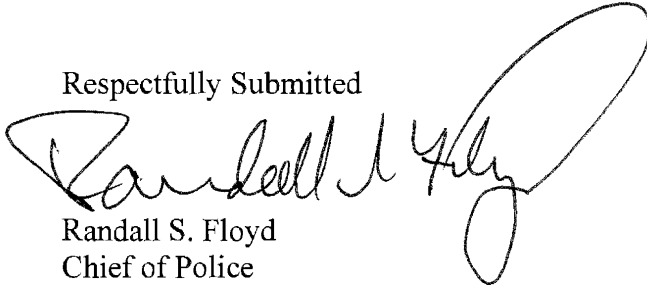
1/10 – Attended Dan Wurst Retirement

1/12 – Detective Daniel Fox Retired

1/18 – Attended Indian Valley Education Foundation Committee Meeting

1/18 – Attended Montgomery County Chiefs Association Meeting  
1/29 – Records Shredding  
1/30 – Attended Command Level VALOR Training Program  
1/30 – First Session of Citizens Police Academy  
1/31 – Attended Montgomery County Emergency Services Board of Directors Meeting

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Randall S. Floyd". The signature is fluid and cursive, with a large loop at the end.

Randall S. Floyd  
Chief of Police

# TELFORD POLICE DEPARTMENT

Agency Activity Report

By CFS Classification

From Date: 1/1/2024 To Date: 1/31/2024

Officer selected: USER, PDADMIN37, SEVILLE, ROBERT F, FLOYD, RANDALL S, FOX, DANIEL S, KIM, JEREMY Y, HEFFERNAN, KYLE, STANZIANO, ALANA M, TELFORD, PD, ADAMS, TORI MICHAEL, GRADEL, GLADYS, SLOAN, RYAN J, CIANCIARULO, ALYSA, MILLER, SARA, BUONANNO, ALISA, ROBBINS, ERICA G, HOUGH, CHRISTOPHER N, BERES, BRITTANY,

Report Date: 2/5/2024 2:22:44 PM

Classification code	Description	Total Events	0000-0800	0801-1600	1601-2400
0600	Theft	3	0	3	0
0800	Other Assaults	1	1	0	0
2000	Family Offense	11	1	4	6
2300	Public Intoxication	1	1	0	0
2400	Disorderly Conduct	3	0	1	2
2600	All Other Offenses	8	2	5	1
2900	Runaways	1	0	0	1
4000	Non Criminal Investigations	20	3	5	12
4100	Fire Related	3	1	1	1
4500	Deaths / Suicides	3	0	1	2
5000	Lost Found Missing Persons	3	0	3	0
5500	Animal Complaints	5	0	2	3
6000	Traffic Accidents	4	2	1	1
6300	Traffic Enforcement	145	20	37	88
6500	Parking Enforcement	9	1	1	7
7000	Public Services	186	50	47	89
7500	Assist other Agency	50	15	17	18
8100	Warrants Other	2	0	1	1
8500	Departmental Services	1	0	1	0
9000	Administrative	395	59	136	200
	<b>Total:</b>	854	156	266	432



## Police Department

100 Penn Avenue Telford, Pennsylvania 18969-1912

9 warning letters  
sent out.

January 24, 2024

Dear Telford Borough Resident:

*Telford Borough Ordinance § 21-601- Removal of Snow and Ice from Sidewalk; Time Limit*, requires the occupant / tenant of every property in the Borough to remove or cause to be removed all snow and ice from their sidewalks within 24 hours of the cease of the snowfall. As of Monday, January 22<sup>nd</sup>, 72 hours after the cease of Friday's snowfall, your sidewalk remained un-shoveled. This is clearly a violation.

Due to the fact that this is the first snowfall of the season, and that we have not had a measurable snow for almost two years, you are being warned. However, any future snow and / or ice events require compliance with the ordinance state, or a citation will be filed against you.

Sincerely,

Randall S. Floyd  
Chief of Police

Cc: File





## Police Department

100 Penn Avenue Telford, Pennsylvania 18969-1912

January 16, 2024

[REDACTED]

Over the last year the Telford Borough Police Department has been investigating several allegations of sexual abuse against [REDACTED]. This case has been complicated by many factors, most of which have been caused by people speaking to [REDACTED] and attempting to influence her narrative concerning the allegations. That has only confused her and will likely negatively affect [REDACTED] as she progresses through her life.

As a result of the continued confusion, I have directed Corporal Tori Adams, the investigating detective, to provide all case materials to the Montgomery County District Attorney's Office, and to then follow their direction in how to proceed with this case. Regardless of how the assistant district attorney assigned directs the case, that will be the final outcome.

In the meantime, I suggest that you cease communicating about the matter to one another, and that the negative, accusatory banter towards each other ceases.

The point of concern is [REDACTED] and her wellbeing. Any concern at this point concerning custody, visitation, etc. needs to be addressed through the Family Court system. There is no other alternative.

I trust that, moving forward, you both, as well as [REDACTED] focus on her wellbeing, growth, and development. That is the best thing for [REDACTED].

Sincerely,

A handwritten signature in black ink, appearing to read "Randall S. Floyd".

Randall S. Floyd  
Chief of Police

Cc: Ms. Fawn Keyser  
File





## Police Department

100 Penn Avenue Telford, Pennsylvania 18969-1912

January 13, 2024

RE: [REDACTED]  
[REDACTED]

To Whom It May Concern:

The above referenced subject has lived in our community for several years. According to our records, he has had no police contacts and / or arrests.

Should you have any questions and / or need additional information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Randall S. Floyd".

Randall S. Floyd  
Chief of Police

Cc: File





## Police Department

100 Penn Avenue Telford, Pennsylvania 18969-1912

January 10, 2023

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**RE: 1999 Chevrolet Truck, bearing PA Registration [REDACTED]**

[REDACTED]

The above referenced truck has been habitually parked overnight on West Broad Street, Telford Borough. Telford Borough Ordinance §15-404, *Parking of Trucks, Buses, and Other Certain Vehicles Prohibited in Certain Locations*, prohibits vehicles the size and weight as the truck from parking on the street, and therefore it cannot be parked as it has been.

Additionally, the size of the truck creates a traffic hazard as well. It is very difficult for vehicles travelling west on West Broad Street to navigate when faced with oncoming traffic.

Please have whoever is responsible for the truck cease from parking on West Broad and / or any other Borough Street. Should the truck continue to be parked in that manner, a citation will be filed, and the truck will be towed at your expense.

Sincerely,

A handwritten signature in black ink, appearing to read "Randall S. Floyd".

Randall S. Floyd  
Chief of Police

Cc: File





## Police Department

100 Penn Avenue Telford, Pennsylvania 18969-1912

January 8, 2024

[REDACTED]

**RE: Utility Trailer, PA Registration** [REDACTED]

[REDACTED]

The above referenced utility trailer, parked on the end of Grandview Drive, is in violation of Telford Borough Ordinance §15-404, *Parking of Trucks, Buses, and Certain Other Vehicles Prohibited in Certain Locations*. The ordinance clearly identifies utility trailers as one of the prohibited vehicles not to be parked on the street.

Recognizing that you have been parking the trailer at that location for many months, I was allowing leniency due to the fact that you use it in the course of your employment. However, the Borough is in the process of reassessing vehicle parking on Grandview Drive and on some neighboring streets and vehicles parked in violation of the ordinance need to be moved.

Please arrange to park your trailer in another approved location within the next 30 days. If you need additional time, please contact me so that we can discuss alternatives and / or provide an extension of time.

Thank you for your cooperation in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Randall S. Floyd".

Randall S. Floyd  
Chief of Police

Cc: File



Telford Borough Police Department  
100 Penn Avenue  
Telford, PA 18969  
(215) 723-6700

## CITIZEN COMPLIMENTS FORM

If you have experienced exceptional service by a Telford Borough Police officer or staff person and you would like him / her to know that you appreciated it, please complete this form and mail it to the address at the top of the page. Your compliments will become part of that officer(s) permanent record.

### INCIDENT INFORMATION

Various - 2023

Date & Time of Incident

Emails

Location of Incident

### OFFICER INFORMATION

Ms. Brittany Beres

Name(s) of Officer Involved

### PERSONAL INFORMATION

Name

Address

Home Phone

Work Phone

Cellular Phone

### INCIDENT DETAILS

Ms. Brittany Beres is truly an outstanding employee of the Telford Borough Police Department (TBPD) and a pleasure to deal with. Unlike another TBPD employee who builds barriers with the Community and fosters an environment of distrust through thier unprofessional behavior and name calling, Ms. Beres is the exact opposite. Regardless of the situation, she maintains high professionalism and integrity, completely resolving issues. Every response, regardless of the item, is always timely and precise. Ms. Beres is one of the few truly exemplary employees of Telford Borough that serves as a role model for others to follow. She brings great credit upon herself, TBPD and the Borough of Telford.

# ANNUAL REPORT

## 2023



Prepared By

Randall S. Floyd  
Chief of Police

## Accreditation



The TBPB was awarded initial accreditation in March of 2017 by the Pennsylvania Law Enforcement Accreditation Commission (PLEAC). In January of 2020, the department had its first re-accreditation assessment and passed with accolades. Included in the final report was the following quote from the lead PLEAC assessor:

***“The Telford Borough Police Department sets an example that should be emulated by other law enforcement agencies.”***

The TBPB had its second re-accreditation assessment in January 2023. Again, highly complimentary comments were made concerning the professionalism and capabilities of the small department.

Being awarded PLEAC accreditation means that the TBPB has written policies covering 100 plus high liability standards and is adhering to those guidelines. Each standard then has additional sub-standards that also must be adhered to by the members of the agency. The standards are broken down into four key areas of the organization:

1. Organization and Managerial Role
2. Law Enforcement Functions
3. Staff Support Responsibilities
4. Pennsylvania Legal Mandates

There are multiple benefits to being accredited through PLEAC. Some of them include the following:

- Establishes a credible framework for evaluating agency practices and procedures
- Reduces agency risk and exposure to lawsuits
- Decreases some liability insurance expenditures
- Improves law enforcement --- community relations
- Increases employee input, interaction, and confidence in the agency
- Enlarges the outlook and viewpoints of managers, officers, and employees
- Identifies and highlights the capabilities and competence of the agency
- Furnishes a solid foundation for the agency to build upon for further progress

- Provides reliable methods to improve essential management procedures
- Extends agency accountability to the public and elected officials
- Enhances planning and innovative activities by all agency personnel
- Develops improved methods for providing services to the community
- Encourages problem-solving activities within the agency

## **Personnel**

Current TBPD personnel include eight full-time officers (including the Chief of Police). A full-time civilian Administrative Assistant and a part-time Civilian Police Specialist rounds out the roster.

There were some changes in staffing during the year. Officer Sara Miller, who left to take a position with the Lower Salford Township Police Department, returned to TBPD in the early part of the year. Officer Alisa Buonanno left to take a position with the Upper Gwynedd Township Police Department. Then towards year end, Officer Kyle Heffernan had the opportunity to take a position with the Douglas Township (Berks County) Police Department, which is close to his residence. He left for a brief period, but then returned to TBPD.

Administrative Assistant Alana Stanziano left to take advantage of a fully remote position that offered her a better family / home situation. Though everyone was sorry to see her leave, Brittany Beres was hired to take her position. She is working out very well.

A milestone was hit during the year when the three part-time officers; Sara Miller, Erica Robbins, and Chris Hough, all passed the civil service process and became full-time officers. This is the first time in history that the TBPD has not had a compliment of part-time officers. Utilizing officers in a part-time capacity is no longer practical or cost effective. It was a good move on the part of Borough Council to make this happen.

On another note, Officer Sara Miller learned that she was pregnant. She worked regular duty until October, when she was knocked to the ground dealing with a severely mental ill man. She finished out the year working administratively, helping to complete many tasks that needed to be done.

Furthermore, Detective Daniel Fox completed his 30-year career. He retired on January 12, 2024.

*"The greatness of community is most measured by the compassionate actions of its members"*  
-Unknown

### **TBPD Roster**

**Chief of Police**  
Randall S. Floyd

**Administrative Assistant**  
Brittany Beres

**Corporal / Detective (OIC)**  
Tori M. Adams

**Detective**  
Daniel S. Fox (retired 1/12/24)

**Civilian Police Specialist**  
Alysa Cianciarulo

**Full-Time Patrol Officers**  
Jeremy Y. Kim  
Kyle Heffernan  
Robert F. Seville  
Sara Miller  
Erica Robbins  
Christopher Hough

### **Staffing**

The TBPD, even though additional officers were gained full time, two additional officers are needed to staff the police department properly. Plans will be presented in the future towards that goal.

### **12 Hour Shift**

In 2020 officers transitioned to a 12-hour shift. The exception would be Sunday when officers work three eight-hour shift. This shift change, which is utilized by most every other police department in Bucks and Montgomery Counties, has proven to be more efficient and has allowed the officers to have more days off. It also coincides with many of the training programs that are available to law enforcement. As far as management goes, this schedule should have been implemented years ago.

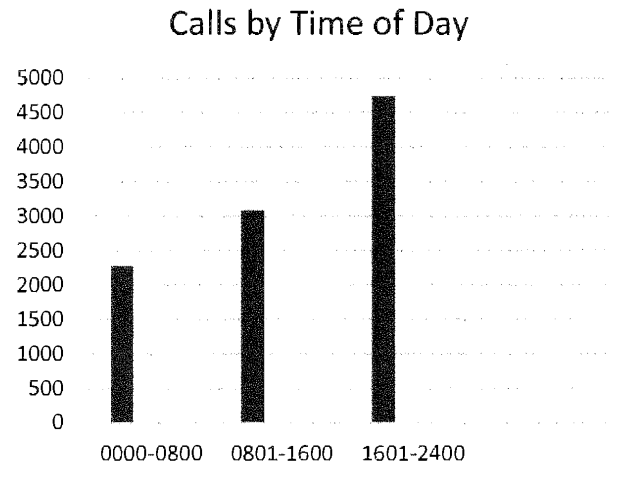
#### **SHIFT SAMPLE**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
0600 -1400 1400 -2200 2200 -0600	0600 -1800 1800-0600	0600 -1800 1800-0600	0600 -1800 1800-0600	0600 -1800 1800-0600	0600 -1800 1800-0600	0600 -1800 1800-0600

### **OPERATIONS**

**Total calls for service and incidents for 2023**

10,084



### **Patrol Operations**

The backbone of a police department is its patrol force. TBPD is no different. It is typically the first contact that the public will have if they are a victim of a crime or involved in another form of required service. The TBPD's patrol force is excellent.

Patrol officers begin their shift by conducting a number of safety and equipment checks, logging onto the patrol vehicle computer and contacting the communications center to register their tour of duty.

Each shift is different and unique. The officer must remain available by radio and is accountable at all times by the patrol vehicle computer (MDC / Mobile Data Computer). The MDC interfaces with the countywide report management system (RMS). All calls are assigned a department report number.

During the shift, the officers respond to radio calls, which are typically a result of a 911 call. The calls can be for a myriad of issues; disturbances, disputes, crimes and traffic crashes or related incidents. In the case of reported criminal incidents, the officer conducts a preliminary investigation to determine whether or not the services of the detective will be required. If not, the patrol officer will proceed with the investigation, arresting or filing charges against the offenders.

The patrol officer is also tasked with providing crime victims with a packet of information that informs them of services available to them from county and state agencies. In a situation involving domestic violence, the officer may have to assist the victim with seeking the services of a shelter and or alternative living arrangement in order to keep them safe.

When officers are not responding to calls for service, they involve themselves in traffic enforcement, community policing initiatives, investigation or report writing. All incidents and calls for service require a written report.

## **Traffic**

Officers are required to make a minimum of 2.4 MVS per shift on average. Most officers exceed that minimum. Though officers are required to stop vehicles, they are given latitude to use their judgement with enforcement. Only in cases of egregious motor vehicle offenses and / or operator's license infractions, no registration and / or insurance are officers required to issue a citation.

Speeding remains one of the Borough's biggest traffic issues. 2023 was no different, in fact, speeding generates a considerable number of complaints from residents. Speeding motorists' impact every street and alleyway in the Borough. The majority of MVS are made on speeding motorists.

In addition to patrol enforcement, TBPD utilizes several strategies to reduce speeding and to make the roadway safer. Some of them are as follows.

### Extra Duty Speed Enforcement Details (EDSEDs)

These details resumed in 2023. The EDSEDs are four-to-six-hour details where an officer is assigned solely speed enforcement. They do not respond to calls during that period. The details are staggered at different times of day and officers concentrate on the "Targeted Speed Enforcement Zones". One overtime detail a month is offered to fulltime officers, and then two are offered to parttime officers. There were 147 MVSs made targeting speeding vehicles as a result of the details. 20 were cited for speeding violations. Warnings and citations for other issues were also written.

### Radar Speed Sign

The radar seed sign was in use throughout the year.

During 2023 the following were issued as a result of total motor vehicle stops conducted resulting in the following:

***Traffic Citations***  
**493**

***Written /Verbal Warnings***  
**1,662**

**Total Traffic Stops: 1951**

*"Bravery is not the absence of fear but action in the face of fear"*  
-Unknown



### **Motor Vehicle Crashes**

TBPD investigated the following motor vehicle crashes during 2023:

<i>Reportable</i>	22
<i>Non-Reportable</i>	35
<i>Injuries</i>	6
<i>Fatalities</i>	0
<i>Hit &amp; Run</i>	19
<i>DUI Related</i>	19
<b>Total Motor Vehicle Crashes</b>	<b>62</b>

### **Bus Patrol**

Bus Patrol is a program started during the year that works in conjunction with Transportation Services. Several cameras were installed on the buses and when there is a stop violation a video is sent to the department. Corporal Tori Adams and Officer Robert Seville monitor these reports and appropriate citations are issued. It is an administrative process, much like red light cameras in other municipalities.

During 2023 there were 28 school bus stop violations reported through Bus Patrol. 22 citations were issued after reviewing the video evidence.

### **Bicycle Patrol**

Bicycle patrol was not utilized in 2023 due to no trained personnel.

### **Tactical Team**

The TBPD remains part of the Montgomery County SWAT – Central Region Team. TBPD currently has no officers assigned to the team. There were no SWAT related calls in the Borough during 2023.

### **Special Events**

TBPD provided security, traffic assistance or support to the following special events:

Walk for Unity	Telford Borough Christmas Tree Lighting
Boy Scouts Bicycle Rodeo	Telford Borough Night Market
Penn Avenue Car Show	Souderton Holiday Parade
Moyer Indoor / Outdoor 5K	Numerous Birthday / Graduation Drive By Events

### **Criminal Investigations**

Many calls and / or incidents result in a crime being committed. Sometimes, the identity of the person(s) involved is immediately apparent. Other times extensive investigation is required to determine the identity of the offender and the elements of the crime that were committed. In many cases, these investigations can take weeks, months and even longer to properly complete.

While each patrol officer conducts criminal investigation at a minimal level, situations that are likely to require numerous interviews, search warrants, specific laboratory analysis, etc. are turned over to the Detective to investigate. The Detective works closely with all of the officers, the respective District Attorney offices, and other law enforcement agencies in order to further investigate criminal activity.

Additionally, there are also some types of incidents that, though are not criminal in nature, require a significant amount of time and resource to investigate. Missing children, death scenes, and many child abuse allegations that are made through the State Child Abuse Hotline (ChildLine) are examples of this. These are necessary to investigate because, though on the face they may not appear criminal, a thorough inquiry may reveal otherwise.

In 2023 there were many cases that required extensive investigation. The following are examples of some of the cases investigated during the year:

- Burglary of Smoke Shop where Skill Machines were broken into, and cash stolen
- Stolen vehicle arrest
- Stolen U-Haul truck arrest
- Burglary Car Wash arrest (X2)
- Suicidal combative subject
- Several SWATting incidents, arrest by FBI out of state
- Numerous warrant arrests
- Theft of cash by employee at VFW arrest
- Stolen vehicle arrest
- Rash of vehicle break ins
- Ongoing, tumultuous neighbor disputes
- Kidnapping / Assault arrest
- DB Firearms burglary arrest
- Numerous harassment investigations
- Burglary arrest (X2)
- Fraud of \$120,00 by employee arrest
- Elderly fraud of \$22,000 investigation
- Juvenile on juvenile sexual abuse investigation
- Several juvenile sexual abuse investigations / arrests
- Domestic violence by strangulation arrests (X2)
- Domestic violence by pepper spray arrest
- Numerous domestic violence arrests
- Road rage arrest
- Fleeing / DUI arrest
- Elderly fraud of \$15,000 investigation
- Lyft fraud arrest
- Several assaults arrests
- Several mental health investigations

- Several DUI arrests
- Several drug arrests

*Total  
Criminal Arrests  
168*

*Total  
Non- Traffic Citations  
29*

## **ADMINISTRATIVE**

### **Training and Development**

Regular and ongoing training of officers and staff remains an important aspect of the TBPD. With the laws and court decisions effecting law enforcement, it is very important that officers and staff are well trained and prepared to do their jobs properly and effectively. The TBPD uses several internal and external sources for training

#### **Outside Formal Training**

Outside training is sponsored and facilitated by another entity. This usually involves a seminar, workshop, or conference type of setting, however, due to COVID, many of the programs were conducted via Zoom or webcast. During 2023 the following outside training was obtained:

**Officer Sara Miller**  
Act 180

**Officer Robert Seville**  
Act 180  
Instructor Development

**Corporal Tori Adams**  
Act 180  
LEAD – Indian Valley Chamber of Commerce  
TASER Instructor  
FBI Inter-County Detective School  
On-Scene Vehicle Collision Investigation

**Officer Jeremy Kim**  
Act 180

**Officer Erica Robbins**  
Act 180  
On-Scene Vehicle Collision Investigation

**Officer Kyle Heffernan**  
Act 180

**Officer Christopher Hough**  
Act 180  
Delivering Death Notifications  
Human Trafficking  
Trauma Victim Response

### In-Service Training

In-service training is typically held during departmental meetings. All officers and staff are included. It is usually presented by the Chief of Police and can include a variety of topic areas. Quite often it is a more detailed review of a policy, a relevant / timely law enforcement issue, or a pertinent accreditation standard. It can also be a mandated issue that requires a certified instructor. During 2023 the following in-service training was conducted.

- Domestic Violence
- Critical Policies and Responsibilities
- Stop and Frisk
- Interviews and Statements
- Procedural Justice
- Defense Tactics
- Firearms Qualifications
- Less Lethal Weapons Qualification

### Informal Training

Informal training is delivered through a variety of means. All officers and staff are included. It can include articles, YouTube videos, PowerPoint presentations, etc. It is used for policy review and to make officers aware of pertinent law enforcement issues. During 2023 the following informal trainings were conducted:

- Arrest, Transport and Temporary Holding of Prisoners
- Policing Open Carry of Firearms
- Use of Force
- Weapons Safety Training
- Code of Conduct
- Emergency Driving
- Amber Alert
- Crime Victims
- Vehicle Pursuits
- Foot Pursuits
- Professional Ethics
- U.S. Constitution and Bill of Rights
- Harassment in the Workplace
- Mental Health Emergencies
- Handcuffs and Restraints
- Bias-Based Policing
- Automated License Plate Reader
- Procedural Justice

### **Chief's Roll Call**

A new initiative that was instituted in 2023 was the Chief's Roll Call. The Chief's Roll Call is an 10-15 slide Power Point presentation that is created by the Chief of Police and is then narrated through a video link. The purpose is to provide a consistent message to all officers and staff on a regular (typically bi-weekly) basis that addresses critical issues, law changes, department

concerns, etc. It is as if the officers are all in the same room, getting the same message like in a larger department's roll call before each shift.

In addition to getting essential information, there is a slide or two on safety issues. Items like safe driving, extreme weather and being alert and not complacent are some of the issues covered in the safety segment.

There is then a training component. Policy reviews or quick, easy to cover issues are addressed (reminders). Some of the training items addressed in the Chief's Roll Call include:

- Reports
- Crash Reports
- Patrol Expectations
- Motor Vehicle Stops
- Strip and Body Cavity Searches
- Emotional Health
- Ethics
- Prisoners in Emergency Room
- Complaints Against Officers
- Graham v. Connor
- Fingerprinting Compliance
- Use of Force
- Notifications and Callouts
- Reflective Safety Vests
- Emergency Driving

The Chief's Roll Call is also a platform to recognize excellent work or achievements in a public manner. Those slides often include funny graphics or photos.

Officers have commented that the Chief's Roll Call is far more effective than just reading a memorandum. It has gotten valuable feedback from officers and staff. The initiative will continue into the future.

## **Ethics and Standards**

### Ethics Training

The goal of the TBPB is that each and every member; sworn and unsworn, full-time or part-time, maintain the highest ethical and professional standards. Ethics is discussed at each department meeting, it is addressed on each memorandum, and it is expressed in various ways throughout the headquarters building.

All newly hired officers undergo the "Ethics Core" training which highlights the TBPB policies, expectations, Mission Statement, Core Values, Code of Conduct, Code of Ethics, etc. It is made extremely clear what is expected of them both on and off duty.

All members of the TBPB receive, at minimum, four hours of ethics specific training per year.

The TPPD Ethics focus is based on four key areas; Policy, Hiring, Training and Accountability. Each area is important and necessary to maintain high integrity within the department.

## TBDP ETHICS PROGRAM

<u>POLICY</u>	<u>HIRING</u>	<u>TRAINING</u>	<u>ACCOUNTABILITY</u>
Mission Statement	High Ethical Standards	Ethics Core (New Hires)	Identify Issues
Core Values	Background Guidelines	Ethics Emphasis	Corrective Measures
Code of Ethics		Informal Training	Reward / Discipline
Code of Conduct		In-Service Training (Four Hours Annually)	Random Drug Testing
Ethics Based Policies			Serious Incident Review

***“Do the Right Thing.....Always”***  
Telford Borough Police Department’s Ethics Motto

### Use of Force Incidents

All uses of force by TBDP officers are investigated and reviewed. A Use of Force Report is completed anytime an officer encounters a situation that involves more than uncontested handcuffing. In 2023 officer’s utilized force on 12 occasions and only one of those occasions did a subject claim that he was injured (complaint of pain). In one other incident the subject was treated for injuries resulting from his DUI related vehicle crash.

In all use of force cases, it is evaluated to determine if there was a better way that the situation could have been managed. It is also evaluated to determine if there needs to be additional training on the part of the involved officer or the department as a whole. There is also consideration to whether there are any biases or trends of concern that need to be addressed.

## 2023 Uses of Force

<u>Age</u>	<u>Sex</u>	<u>Race</u>	<u>Type of Incident</u>	<u>Force Utilize</u>
33	M	B	On view Arrest	TASER Aimed
42	M	W	On view Arrest	TASER Aimed
42	M	W	Domestic	TASER Aimed
22	M	A	Mental Health	Open Hand
39	M	W	On view Arrest	Open Hand
20	F	W/H	On view Arrest	Open Hand / TS Aimed
22	M	W	On view Arrest	Firearm Aimed
35	M	W	Assist	Open Hand
39	M	W	On view Arrest	TASER Aimed
59	M	W	On view Arrest	TASER Deployed
26	M	W	On view Arrest	Open Hand
24	M	W/H	On view Arrest	TASER Deployed

### Complaint Against Officer Investigations

There were two complaints made against officers in 2023 that required investigation. Both resulted in documented counseling.

### Random Drug Testing

A random drug testing procedure was enacted in 2013. A total of eight members a year are drawn at random for the drug testing. All members are registered in the pool including the Chief and the Administrative Assistant. Grand View Workplace Health is the provider and control the random pulls.

It should be noted that this is solely for integrity purposes. There have been no concerns of drug use / abuse among the department.

The random drug testing is a part of the overall drug and alcohol policy. It is well received by the officers and the procedures fit easily into the routine of the schedule. All members who are pooled go for their testing while on duty. No one is subjected to testing on their time off.

No member of the TBPB who has had a random drug test has resulted in a positive reading.

### Performance Evaluations

Accountability of taxpayers' money is important. To ensure that members of the TBPB are working and performing at a standard deserving of the taxpayers, performance expectations are published, and each is held accountable to them.

Performance evaluations are conducted every six months and officers are objectionably graded on 40 job specific metrics. The Detective, Administrative Assistant, and Police Specialist are graded differently using specific metrics that relate to their specific jobs. Those failing to meet acceptable standards in any of the metrics are counseled, provided training, etc. Most performance issues have been minor and have been rectified through this process.

### Citizen Surveys

Each month eight to ten complainants, victims, witnesses, or other contacts, from incidents that occurred during the previous month, are selected at random and are then sent a Citizen Survey along with a SASE. The survey is intended to obtain constructive feedback on the service that the subject experienced. Response is approximately 30%. Responses are anonymous unless the subject wants to follow up. It is another tool that is utilized to measure the level of service by the TBPD.

### Personnel Early Warning System (PEWS)

In March of 2018, a Personnel Early Warning System (PEWS) was created to provide a mechanism to assist the Chief of Police in proactively identifying any individual and / or collective employee patterns of deficient performance and / or potential misconduct and then taking a documented and non-disciplinary action to correct the noted deficiencies.

There are 20 Factors of Concern that are monitored and if an officer demonstrates behaviors / experiences in two or more, it triggers the system and the Chief meets with the individual(s) to discuss concerns. Non-disciplinary remedies are offered such as EAP, other counseling, training, or remediation.

There were no incidents / triggers to the PEWS in 2023

### **Strategic Plan 2024-2026**

The TBPD Strategic Plan for the years 2024-2026 was completed. The plan will direct the department up through the Chief's retirement in 2026.

### **Facilities**

The lobby of the headquarters building was renovated and hardened for security purposes. The lobby is now protected by bullet-proof panels and new security window. A steel inner door was also installed. This was a long overdue project, but it is now complete and provides a high level of security for the department.

Another project that was completed was the renovation of the support office. With the additional officers, workspace was needed. A counter was installed, and the room was painted, and new window shades were installed. It is a very nice improvement.

The detective's office needs to be repainted and to have a new window shade installed. That will be done in-house in early 2024.

Other than routine maintenance, etc., the building is in good condition and very functional.



**Financial**

**YEAR END 2023 BUDGET**

		Budget	2023 Actual
POLICE			
01-410-122	WAGES - POLICE CHIEF	129,820.00	129,819.16
01-410-130	CONTRA-WAGE REIMBURSEMENT	-	-
01-410-133	WAGES - DETECTIVE	138,295.00	132,705.08
01-410-134	WAGES - PATROLMEN	486,340.00	486,160.03
01-410-135	WAGES - PATROLMEN PART-TIME	64,325.00	109,909.78
01-410-140	WAGES - SECRETARY	87,475.00	54,189.39
01-410-156	HEALTH/HOSPITALIZATION INSURAN	215,620.00	159,396.49
01-410-159	LIFE & DISABILITY INSURANCE	8,855.00	8,316.89
01-410-160	PENSION	63,482.00	64,396.33
01-410-161	SOCIAL SECURITY	60,515.00	68,911.64
01-410-163	POLICE HEALTH SAVINGS ACCT	6,000.00	7,000.00
01-410-164	WORKERS COMP INS.	56,970.00	15,745.32
01-410-210	OFFICE SUPPLIES	1,800.00	2,173.22
01-410-231	GASOLINE	14,000.00	13,356.56
01-410-238	UNIFORMS	5,000.00	5,323.21
01-410-240	MATERIALS & SUPPLIES/OPERATING	6,000.00	5,504.62
01-410-260	MINOR EQUIPMENT	1,500.00	3,414.21
01-410-321	TELEPHONE	7,220.00	9,303.10
01-410-326	OFFICE EQUIP & REPAIR	14,355.00	11,482.71
01-410-327	RADIO EQUIP	-	2,340.00
01-410-375	VEHICLE MAINT & SUPPLIES	12,800.00	22,275.94
01-410-420	DUES, SUBSCRIPTIONS, MEMBERSHI	5,615.00	5,985.00
01-410-440	LAUNDRY & DRY CLEANING	500.00	-
01-410-460	MEETINGS, CONF. & SCHOOLING	13,800.00	9,941.67
01-410-490	OTHER SERVICES	15,055.00	13,255.94
01-410-521	S.P.C.A.	250.00	-
01-410-522	NORTH PENN TACTICAL RESISTANCE	3,500.00	4,000.00
01-410-700	WEBSITE DESIGN/MAINT	400.00	529.08
01-410-740	MACHINERY & EQUIPMENT	2,200.00	1,239.27
		1,421,692.00	1,346,674.64

The 2023 Year End Budget indicates that 95% was utilized, leaving \$75,017 surplus. Vehicle Maintenance & Supplies was high. There were a number of maintenance problems with the patrol vehicles throughout the year. Also, wages were up but stabilized after part-time officers were hired and their fulltime status stabilized.

## OVERTIME BREAKDOWN BY HOURS

Shift Coverage – 502

Investigation – 171

Holiday – 297

Court – 42

All Other – 206

TOTAL OVERTIME HOURS – 1218

Overtime Breakdown



## Financial Grants Received

TBPD received no financial grants during 2023. However a Automated License Plate Reader, valued at approximately \$22,000 was received through Montgomery County. That is further explained under the Technology section of this report.

## **Vehicle Fleet**

TBPD maintains five vehicles; three for patrol and two unmarked vehicles. The Chief and Detective primarily use the unmarked vehicles.

Vehicle maintenance costs remain high due to the heavy use of the patrol fleet. They are kept serviced regularly and follow the maintenance recommendations to prolong their serviceability.

#### VEHICLE MILEAGE

2016 Ford Interceptor Patrol	2020 Ford Interceptor Patrol	2022 Ford Interceptor Patrol	2003 Chev Equinox Detective	2013 Chevrolet Malibu Chief
65,556	60,609	24,571	40,416	77,589

#### Legal Issues

Labor attorney Christopher Gerber, Esq. was consulted on two issues throughout the year. One was in regard to the proper handling of Officer Sara Miller's maternity leave. The second was in regard to Officer Kyle Heffernan's re-instatement after he left and returned.

#### Technology

New In-car (ICC) and Body Worn cameras (BWCs) that were purchased in 2022 and were not received until very late in the year, were placed into service in January. The new system is working very well.

The TBPd received an Automated License Plate Reader (ALPR) through a grant in Montgomery County. The ALPR was installed on the newest patrol vehicle and was immediately placed into service. It is a very valuable piece of equipment. Ideally, grant money will become available, and more units can be purchased. It would be ideal to have one installed on all three patrol vehicles.

#### Homelessness

Throughout the year TBPd officers assisted several people who were homeless. Monies from the department's Emergency Fund are used to provide temporary shelter, food, and other expenses. Officers will direct the people to advocacy service, like Keystone Opportunity Center, for a more permanent solution to their needs. The homeless issue is growing each year in the region.

#### Right-to-Know / Open Records

The TBPd received 20 RTK requests for the year. 17 of the requests were from one resident.

#### Outer Carry Vests

Outer Carry vests were purchased for each of the officers during the year. The new carriers use the same ballistic panels but allow it to be worn on the outside of the uniform. It is much more comfortable for the officer and takes weight off of their hips which reduces back and hip issues. No weapons are carried on the out vest, only tourniquets, radios, or handcuffs so as to avoid a militaristic appearance.

*"There could be no definition of successful life that does not include service to others"*  
-President George H.W. Bush

### **GOALS FOR 2022**

1. Complete the firearm destruction process that began in 2023 but was delayed due to additional paperwork required by the District Attorney's Office.
2. Fully implement Power DMS in the management of PLEAC Accreditation files.
3. Plan and facilitate a Citizens Police Academy program.
4. Develop a Staffing Report and plan for the hiring of additional officers.
5. Continue to follow Succession Plan for Corporal Adams to succeed in Chief's position.
6. Maintain full compliance with PLEAC accreditation standards.
7. Provide relevant training for all officers on critical law enforcement issues.

END OF REPORT

**TELFORD POLICE DEPARTMENT**

Agency Activity Report

By CFS Classification

From Date: 1/1/2023 To Date: 12/31/2023

Officer selected: USER, PDADMIN37, SEVILLE, ROBERT F, FLOYD, RANDALL S, FOX, DANIEL S, KIM, JEREMY Y, HEFFERNAN, KYLE, STANZIANO, ALANA M, TELFORD, PD, ADAMS, TORI MICHAEL, GRADEL, GLADYS, SLOAN, RYAN J, CIANCARULO, ALYSA, MILLER, SARA, BUONANNO, ALISA, ROBBINS, ERICA G, HOUGH, CHRISTOPHER N, BERES, BRITTANY,

Report Date: 1/26/2024 8:22:39 AM

Classification code	Description	Total Events	0000-0800	0801-1600	1601-2400
0200	Rape	2	0	0	2
0400	Aggravated Assault	2	1	0	1
0500	Burglary	5	2	2	1
0600	Theft	50	10	27	13
0700	MV Theft	2	0	2	0
0800	Other Assaults	11	2	4	5
1100	Fraud	23	2	14	7
1300	Stolen Property	2	0	2	0
1400	Malicious Mischief	15	1	8	6
1700	Sex Offense	3	0	2	1
1800	Narcotics Drug Laws	9	4	2	3
2000	Family Offense	90	19	23	48
2100	Liquor Laws Drunk Driving	19	4	3	12
2200	Liquor Laws Possession	2	0	2	0
2300	Public Intoxication	10	3	0	7
2400	Disorderly Conduct	52	14	11	27
2600	All Other Offenses	160	17	72	71
2900	Runaways	4	2	1	1
4000	Non Criminal Investigations	348	101	80	167
4100	Fire Related	41	7	18	16
4500	Deaths / Suicides	5	0	4	1
5000	Lost Found Missing Persons	50	5	26	19
5500	Animal Complaints	49	8	21	20
6000	Traffic Accidents	79	9	41	29
6300	Traffic Enforcement	2297	415	648	1234
6500	Parking Enforcement	96	30	38	28
6600	Traffic Services	40	14	13	13
7000	Public Services	1438	403	485	550
7500	Assist other Agency	598	132	175	291
8000	Warrants	30	7	14	9
8100	Warrants Other	15	5	4	6
8200	Warrant Tracking	1	0	1	0
8500	Departmental Services	19	5	13	1

# TELFORD POLICE DEPARTMENT

Agency Activity Report

By CFS Classification

From Date: 1/1/2023 To Date: 12/31/2023

Officer selected: USER, PDADMIN37, SEVILLE, ROBERT F, FLOYD, RANDALL S, FOX, DANIEL S, KIM, JEREMY Y, HEFFERNAN, KYLE, STANZIANO, ALANA M, TELFORD, PD, ADAMS, TORI MICHAEL, GRADEL, GLADYS, SLOAN, RYAN J, CIANCARULO, ALYSA, MILLER, SARA, BUONANNO, ALISA, ROBBINS, ERICA G, HOUGH, CHRISTOPHER N, BERES, BRITTANY,

Report Date: 1/26/2024 8:22:39 AM

Classification code	Description	Total Events	0000-0800	0801-1600	1601-2400
9000	Administrative	4517	1052	1320	2145
	<b>Total:</b>	10084	2274	3076	4734

# Telford Volunteer Fire Company

Telford, PA

This report was generated on 2/1/2024 6:46:16 PM



## Incidents for Zone for Date Range

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 01/31/2024

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2024 - 00017	611 - Dispatched & cancelled en route	01/01/2024	50 LOUX LN	L 75
2024 - 00050	651 - Smoke scare, odor of smoke	01/01/2024	111 LONELY RD	CH 75,E 75,L 75,SD 75
2024 - 00247	311 - Medical assist, assist EMS crew	01/03/2024	321 N 3RD ST	CH 75,DO 75,SD 75,UT 75
2024 - 00152	111 - Building fire	01/04/2024	1600 TRUMBAUERSVILLE RD	E 75
2024 - 00634	412 - Gas leak (natural gas or LPG)	01/08/2024	200 EMLIN WAY	CH 75,E 75,POV
2024 - 00692	322 - Motor vehicle accident with injuries	01/08/2024	210 N MAIN ST	AIR75,CH 75,POV,SD 75
2024 - 00839	520 - Water problem, other	01/09/2024	325 E CHURCH AVE	CH 75,L 75,POV
2024 - 01060	323 - Motor vehicle/pedestrian accident (MV Ped)	01/10/2024	220 COWPATH RD	POV,UT 75
2024 - 01084	412 - Gas leak (natural gas or LPG)	01/10/2024	650 BERGEY RD	CH 75,E 75,UT 75
2024 - 01109	551 - Assist police or other governmental agency	01/10/2024	RIDGE RD	POV
2024 - 01322	413 - Oil or other combustible liquid spill	01/12/2024	171 CHURCH RD	AIR75,CH 75,E 75,POV,UT 75
2024 - 01383	746 - Carbon monoxide detector activation, no CO	01/12/2024	220 W LINCOLN AVE	E 75,POV
2024 - 01443	611 - Dispatched & cancelled en route	01/13/2024	527 THOUSAND ACRE RD	E 75
2024 - 01841	611 - Dispatched & cancelled en route	01/17/2024	366 HARLEYSVILLE PIKE	CH 75,POV
2024 - 01905	733 - Smoke detector activation due to malfunction	01/17/2024	306 N MAIN ST	DO 75,E 75,L 75
2024 - 01925	311 - Medical assist, assist EMS crew	01/18/2024	31 FORREST RD	CH 75,POV,UT 75
2024 - 01935	611 - Dispatched & cancelled en route	01/18/2024	44 W MADISON AVE	CH 75,E 75,POV
2024 - 01948	463 - Vehicle accident, general cleanup	01/18/2024	202 GREEN HILL RD	CH 75,POV,SD 75
2024 - 01315	111 - Building fire	01/18/2024	1635 RICKERT RD	L 75
2024 - 01980	322 - Motor vehicle accident with injuries	01/18/2024	ALLENTOWN RD	CH 75,POV,SD 75,UT 75
2024 - 01345	743 - Smoke detector activation, no fire - unintentional	01/18/2024	256 WASHINGTON PL	CH 75,DO 75,E 75,L 75
2024 - 02245	611 - Dispatched & cancelled en route	01/21/2024	850 ALLENTOWN RD	SD 75
2024 - 02472	622 - No incident found on arrival at dispatch address	01/23/2024	205 W RELIANCE RD	DO 75,E 75,L 75,POV
2024 - 02900	551 - Assist police or other governmental agency	01/27/2024	ALLENTOWN RD	POV,UT 75
2024 - 37501	311 - Medical assist, assist EMS crew	01/28/2024	127 Reliance PL	DO 75,SD 75,UT 75

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2024 - 03330	311 - Medical assist, assist EMS crew	01/31/2024	740 COWPATH RD	DO 75,L 75,POV,UT 75

Total # Incidents: 26

Only REVIEWED incidents included.





# Telford Volunteer Fire Company

Telford, PA

This report was generated on 2/1/2024 6:47:55 PM



## Incident Response Detail EXPANDED for Date Range (Landscape)

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 01/31/2024

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	ALARM TIME	DISPATCH TIME	ARRIVAL TIME	BACK IN SERVICE
<b>ZONE: Franconia Township</b>							
01/10/2024	2024-01060	220 COWPATH RD	323 - Motor vehicle/pedestrian accident (MV Ped)	1/10/2024 09:11:42	1/10/2024 09:26:58	1/10/2024 09:36:54	
01/10/2024	2024-01084	650 BERGEY RD	412 - Gas leak (natural gas or LPG)	1/10/2024 12:34:09	1/10/2024 12:35:00	1/10/2024 12:44:03	
01/12/2024	2024-01322	171 CHURCH RD	413 - Oil or other combustible liquid spill	1/12/2024 08:30:36	1/12/2024 08:31:16	1/12/2024 08:35:25	
01/17/2024	2024-01841	366 HARLEYSVILLE PIKE	611 - Dispatched & cancelled en route	1/17/2024 10:35:08	1/17/2024 10:35:25	1/17/2024 10:38:01	
01/18/2024	2024-01925	31 FORREST RD	311 - Medical assist, assist EMS crew	1/18/2024 07:39:54	1/18/2024 07:40:25	1/18/2024 07:46:06	
01/18/2024	2024-01948	202 GREEN HILL RD	463 - Vehicle accident, general cleanup	1/18/2024 10:13:34	1/18/2024 10:13:46	1/18/2024 10:19:36	
01/18/2024	2024-01980	ALLENTOWN RD	322 - Motor vehicle accident with injuries	1/18/2024 13:27:22	1/18/2024 13:27:34	1/18/2024 13:29:16	
01/27/2024	2024-02900	ALLENTOWN RD	551 - Assist police or other governmental agency	1/27/2024 11:22:40	1/27/2024 11:23:57	1/27/2024 11:28:00	
01/31/2024	2024-03330	740 COWPATH RD	311 - Medical assist, assist EMS crew	1/31/2024 23:16:41	1/31/2024 23:17:35	1/31/2024 23:22:29	
<b>ZONE: Hilltown Township</b>							
01/01/2024	2024-00017	50 LOUX LN	611 - Dispatched & cancelled en route	1/1/2024 10:31:41	1/1/2024 10:33:17		
01/18/2024	2024-01315	1635 RICKERT RD	111 - Building fire	1/18/2024 11:24:11	1/18/2024 11:33:19	1/18/2024 11:48:00	
01/18/2024	2024-01345	256 WASHINGTON PL	743 - Smoke detector activation, no fire - unintentional	1/18/2024 19:39:58	1/18/2024 19:41:15	1/18/2024 19:47:23	
01/28/2024	2024-37501	127 Reliance PL	311 - Medical assist, assist EMS crew	1/28/2024 14:45:00	1/28/2024 14:46:00	1/28/2024 14:51:00	

Only REVIEWED incidents included. Alarm, Dispatch and Arrival Date/times are earliest recorded for an incident, across all responding apparatus. Back in Service is the Latest recorded for an incident across all responding apparatus

ZONE: Milford Township							
01/04/2024	2024-00152	1600 TRUMBAUERSVILLE RD	111 - Building fire	1/4/2024 12:15:11	1/4/2024 12:34:39	1/4/2024 12:55:00	

ZONE: Salford Township							
01/10/2024	2024-01109	RIDGE RD	551 - Assist police or other governmental agency	1/10/2024 15:20:49	1/10/2024 15:29:07	1/10/2024 15:34:04	

ZONE: Telford Borough							
01/03/2024	2024-00247	321 N 3RD ST	311 - Medical assist, assist EMS crew	1/3/2024 20:01:36	1/3/2024 20:02:00	1/3/2024 20:05:10	
01/08/2024	2024-00634	200 EMLLEN WAY	412 - Gas leak (natural gas or LPG)	1/8/2024 07:45:28	1/8/2024 07:45:42	1/8/2024 07:52:42	
01/08/2024	2024-00692	210 N MAIN ST	322 - Motor vehicle accident with injuries	1/8/2024 15:06:48	1/8/2024 15:06:58	1/8/2024 15:11:26	
01/09/2024	2024-00839	325 E CHURCH AVE	520 - Water problem, other	1/9/2024 18:05:52	1/9/2024 18:05:54	1/9/2024 18:05:56	
01/12/2024	2024-01383	220 W LINCOLN AVE	746 - Carbon monoxide detector activation, no CO	1/12/2024 19:25:53	1/12/2024 19:26:07	1/12/2024 19:33:13	
01/17/2024	2024-01905	306 N MAIN ST	733 - Smoke detector activation due to malfunction	1/17/2024 22:45:05	1/17/2024 22:45:47	1/17/2024 22:53:42	
01/18/2024	2024-01935	44 W MADISON AVE	611 - Dispatched & cancelled en route	1/18/2024 08:20:32	1/18/2024 08:20:43		
01/23/2024	2024-02472	205 W RELIANCE RD	622 - No incident found on arrival at dispatch address	1/23/2024 13:05:43	1/23/2024 13:06:32	1/23/2024 13:15:03	

ZONE: West Rockhill Township							
01/01/2024	2024-00050	111 LONELY RD	651 - Smoke scare, odor of smoke	1/1/2024 19:32:21	1/1/2024 19:32:43	1/1/2024 19:40:00	
01/13/2024	2024-01443	527 THOUSAND ACRE RD	611 - Dispatched & cancelled en route	1/13/2024 13:46:10	1/13/2024 13:47:19		
01/21/2024	2024-02245	850 ALLENTOWN RD	611 - Dispatched & cancelled en route	1/21/2024 16:57:13	1/21/2024 16:58:28		

Only REVIEWED incidents included. Alarm, Dispatch and Arrival Date/times are earliest recorded for an incident, across all responding apparatus. Back in Service is the Latest recorded for an incident across all responding apparatus

# Telford Volunteer Fire Company

Telford, PA

This report was generated on 2/1/2024 6:49:18 PM



## Personnel Count per Incident for Date Range

Start Date: 01/01/2024 | End Date: 01/31/2024

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2024-00017	1/1/2024 10:31:41	611 - Dispatched & cancelled en route	46167	6	5	11
2024-00050	1/1/2024 19:32:21	651 - Smoke scare, odor of smoke	46167	17	0	17
2024-00152	1/4/2024 12:15:11	111 - Building fire	46167	4	0	4
2024-00247	1/3/2024 20:01:36	311 - Medical assist, assist EMS crew	46167	12	1	13
2024-00634	1/8/2024 07:45:28	412 - Gas leak (natural gas or LPG)	46167	6	0	6
2024-00692	1/8/2024 15:06:48	322 - Motor vehicle accident with injuries	46167	10	0	10
2024-00839	1/9/2024 18:05:52	520 - Water problem, other	46167	10	11	21
2024-01060	1/10/2024 09:11:42	323 - Motor vehicle/pedestrian accident (MV Ped)	46167	2	0	2
2024-01084	1/10/2024 12:34:09	412 - Gas leak (natural gas or LPG)	46167	6	0	6
2024-01109	1/10/2024 15:20:49	551 - Assist police or other governmental agency	46167	2	0	2
2024-01315	1/18/2024 11:24:11	111 - Building fire	46167	4	0	4
2024-01322	1/12/2024 08:30:36	413 - Oil or other combustible liquid spill	46167	9	0	9
2024-01345	1/18/2024 19:39:58	743 - Smoke detector activation, no fire - unintentional	46167	14	0	14
2024-01383	1/12/2024 19:25:53	746 - Carbon monoxide detector activation, no CO	46167	6	1	7
2024-01443	1/13/2024 13:46:10	611 - Dispatched & cancelled en route	46167	4	4	8
2024-01841	1/17/2024 10:35:08	611 - Dispatched & cancelled en route	46167	2	3	5
2024-01905	1/17/2024 22:45:05	733 - Smoke detector activation due to malfunction	46167	12	1	13
2024-01925	1/18/2024 07:39:54	311 - Medical assist, assist EMS crew	46167	6	2	8
2024-01935	1/18/2024 08:20:32	611 - Dispatched & cancelled en route	46167	7	0	7
2024-01948	1/18/2024 10:13:34	463 - Vehicle accident, general cleanup	46167	8	1	9
2024-01980	1/18/2024 13:27:22	322 - Motor vehicle accident with injuries	46167	7	1	8
2024-02245	1/21/2024 16:57:13	611 - Dispatched & cancelled en route	46167	0	15	15
2024-02472	1/23/2024 13:05:43	622 - No incident found on arrival at dispatch address	46167	9	0	9
2024-02900	1/27/2024 11:22:40	551 - Assist police or other governmental agency	46167	3	0	3
2024-03330	1/31/2024 23:16:41	311 - Medical assist, assist EMS crew	46167	8	0	8
2024-37501	1/28/2024 14:45:00	311 - Medical assist, assist EMS crew	46167	11	3	14

**TOTAL # OF INCIDENTS: 26**

**AVERAGES:**

**7.1**

**1.8**

**9.0**

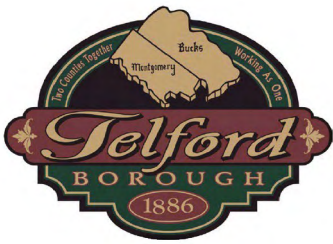
Only REVIEWED incidents included



emergencyreporting.com

Doc Id: 358

Page # 1 of 1



## **Borough of Telford**

50 Penn Avenue  
Telford, PA 18969

215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **FINANCIAL SUPPORT OF TELFORD FIRE COMPANY SIREN PROJECT**

I move that the Telford Borough Council ("Council"), by its elected officials, approves payment remittance for all invoiced charges that are incurred by the Telford Fire Company, for purchase and installation of their new siren, above and beyond the previously awarded grant funding. Telford Borough's financial commitment is not to exceed \$45,000.





# Telford Volunteer Fire Company

400 West Broad Street  
Telford, PA 18969

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October 6, 2023

Telford Borough Council – Public Safety Committee  
Kyle Detweiler - Telford Borough Manager  
50 Penn Ave.  
Telford, PA 18969

Subject: Telford Fire Company siren replacement project update

This letter provides current information regarding the progress of the Telford Borough warning siren replacement project as discussed during the Telford Borough Council public safety committee meeting held on October 2<sup>nd</sup> 2023.

The Telford Fire Company has received the \$50,000 grant funds from the Pennsylvania Community grant program. To date no received grant funds have been expended on this project.

Initial project budget cost estimates were given by both the Federal Signal Corporation and Whelen Engineering Company in 2022 based on equipment that may be required to replace the existing siren devices in use by Telford fire Company. Those estimates ranged from \$35,000 to \$50,000 not including construction and installation costs.

The new system design included expanded public warning and voice warning notification capabilities beyond the traditional wailing siren used to alert the volunteer fire company members of emergencies.

Since the PA grant application and approval process took almost 5 months from January 2023 till May 2023 there was little progress until base funding was obtained through the grant.

At this point it was recommended by Whelen Engineering to work with Precision Communications who was their US leader in planning and design of these types of installations. Working with Premier, it was identified that additional computer based controls were needed to provide the automated public warning functions, (tornadoes, hurricanes, shelter in place, evacuations, etc.) through the NOAA, PEMA, and County EMA systems. This required additional hardware and software from a vendor named CentrAlert. At this point an updated quotation was sent which is attached to this letter.

Currently the recommended installation of the Siren is on a wood utility pole centrally located in area of Penn St. near the Telford Train Station. There are two diagram maps included in this letter, 1. Showing the coverage area of the new siren, and 2. Showing the areas recommended for placement of the utility pole supporting the equipment. The locations are shown as A, B, and C, with A being the preferred location.



# Telford Volunteer Fire Company

400 West Broad Street  
Telford, PA 18969

In September of 2023 because of the property being sold, the current Siren located on the old borough hall on Penn St. was deactivated, and electrically disconnected. The radio activation equipment was also removed at that time.

At this time the Telford Fire Company is seeking a donation of an acceptable utility pole from PP&L Corporation, and obtaining a qualified electrical contractor for the installation.

To move the project forward, Telford Fire Company is requesting that Telford Borough officials make a decision, based on the information included with this letter, where the Siren utility pole is approved to be placed and identify that location to Telford Fire Company.

In addition, Telford Fire Company is requesting Telford Boroughs assistance with additional funding for this project to bring it to successful completion.

Sincerely,

Raymond Fegley – Battalion Chief Telford Fire Co.  
Telford Borough Fire Marshal

CC: R. Wiszneski – Telford Fire Co. Chief  
G. Guretse – Telford Fire Co. President



# Telford Volunteer Fire Company

400 West Broad Street  
Telford, PA 18969



## AREA DIAGRAM OF EFFECTIVE AUDIBLE COVERAGE FOR NEW MASS NOTIFICATION DEVICE

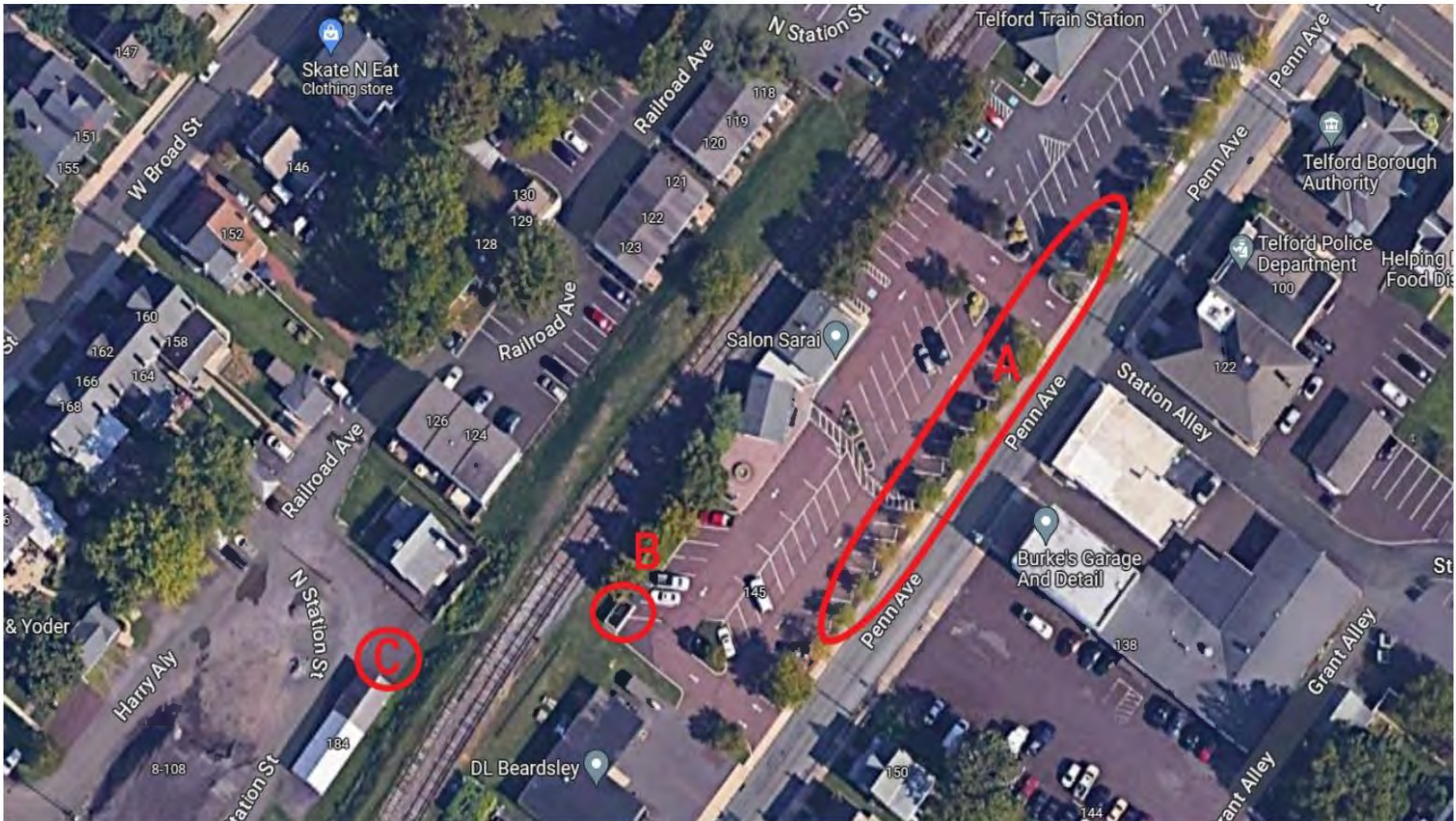
**FROM CENTERPOINT TELFORD BOROUGH (5,100 Feet in all directions)**





# Telford Volunteer Fire Company

400 West Broad Street  
Telford, PA 18969



## AREA MAP OF RECOMMENDED LOCATIONS FOR NEW MASS NOTIFICATION DEVICE AT CENTERPOINT IN TELFORD BOROUGH.

**A – BEST LOCATION, B and C ARE ACCEPTABLE ALTERNATE LOCATIONS**





# MASTER DISTRIBUTOR

30377 HWY 278 WEST  
Aberdeen, MS 39730



P.O. BOX 298 - AMORY, MS. 38821

## Quote / ESTIMATE

NAME:

PHONE:

EMAIL:

SHIPPING ADDRESS:

CITY

STATE

ZIP

PURCHASE ORDER

DB #

DATE:

NAME

ATTN:

BILING ADDRESS:

CITY

STATE

ZIP

9/29/23

Telford Fire Company

Ray Fegley

QUOTE VALID FOR 30 DAYS

(215)284-9268

[rfegley75@verizon.net](mailto:rfegley75@verizon.net)

400 W. Broad St.

Telford

PA

18969

ITM #	QTY	MODEL #	DESCRIPTION	PRICE EA	EXTENDED
1	1	WPS2907A	Seven Cell 2800 Watt Omni-Directional High Power Voice and Siren	\$ 27,387.53	\$ 27,387.53
2	1	C2030NU3	wo-Way 10 Digit DTMF Narrow Band UHF 450-470 MHz Radio Optic	\$ 1,998.15	\$ 1,998.15
3	1	INTRUWPS	WPS Intrusion Alarm	\$ 231.00	\$ 231.00
4	1	STATUS	Cabinet Window LED Status Indicator	\$ 368.50	\$ 368.50
5	8	MSGPROG	Custom Message Programming	\$ 198.00	\$ 1,584.00
6	4	31-MHD	Batteries (TO BE PURCHASED LOCAL BY TELFORD)	\$	\$ -
7	1	SOLOPT	Solar Panel, charge controller, mounting brkt and cable	\$ 3,384.00	\$ 3,384.00
8	1	WoodPole	60 foot Class 1 wood pole (This can be Purchased local)	\$	\$ -
9	1	FCCLISCENSE	Apply to the FCC for a UHF frequency for activating the siren.	\$ 1,836.00	\$ 1,836.00
10				\$	\$ -
11			Activation Equipment	\$	\$ -
12			Precision to preassembled the radio package and interface cable	\$	\$ -
13	1	RADPKG	Two-Way Radio package with base RF radio, power supply,	\$ 4,863.50	\$ 4,863.50
14			Antenna, Coax (100 foot of RG58) Connectors, Grounding, and	\$	\$ -
15			Surge supression, and interface cable to the RF radio.	\$	\$ -
16	1	CDAC-SE	CentrAlert Base Controller for up to 25 sirens.	\$ 7,583.33	\$ 7,583.33
17			Includes: Siren Module, CDAC Messenger, Know NOW! with one group,	\$	\$ -
18			Map configuration, and CDAC Aware.	\$	\$ -
19	1	CADIO-L1	DIO Module	\$ 2,115.38	\$ 2,115.38
20	1	IO4-N	Input/Output 4 - Network Input	\$ 1,175.00	\$ 1,175.00
21	1	CAMOD-CUS	CentrAlert C-DAC Custom Module Programming	\$ 2,638.46	\$ 2,638.46
22			For Everbridge or PEMA input	\$	\$ -
23				\$	\$ -
24			Installation and Training	\$	\$ -
25	2	INST-OS	Onsite installation, Per Day	\$ 2,062.50	\$ 4,125.00
26	1	ETC	timated Travel Costs (Flight, Hotel, Per Diem, Ground Transportatio	\$ 1,437.50	\$ 1,437.50
27				\$	\$ -
28			Annual Fees	\$	\$ -
29	1	CA-Elite-1	CentrAlert Elite Support for one CPU (Includes 24/7 Software	\$ 1,595.00	\$ 1,595.00
30			Support, Online Video Training, Service and upgrade discounts,	\$	\$ -
31			and Remote Diagnostics). Renews Annually.	\$	\$ -
32	1	C-DAC Aware	NOAA CAP Server Subscription (NWS CONNECTION)	\$ 295.00	\$ 295.00
33				\$	\$ -
34				\$	\$ -
35				\$	\$ -
36				\$	\$ -
37				\$	\$ -
38			This project would need a Radio Frequency assigned to the siren	\$	\$ -
39			system. The system needs its own frequency.	\$	\$ -
40			This equipment can operate in the VHF or UHF conventional bands	\$	\$ -
41				\$	\$ -

### SPECIAL INSTRUCTIONS:

If paying by Credit Card, there will be a 3% fee on total Order.

SYSTEM SUB TOTAL

\$ 62,617.35

TAX

SHIPPING

LABOR/INTALLATION/OPTIMIZATION

SYSTEM TOTAL

\$ 2,134.00

\$ 1,800.00

\$ 66,551.35

David Butts

CELL - 205-456-8085

EMAIL - david.butts.precision@gmail.com



# Telford Borough VMSC EMS Zone Report - January 2024

Total Zone Calls: **71**

Total VMSC 911 Calls: **1,195**

Average Chute Time: **0m:41s**

Average Response Time: **6m:37s**

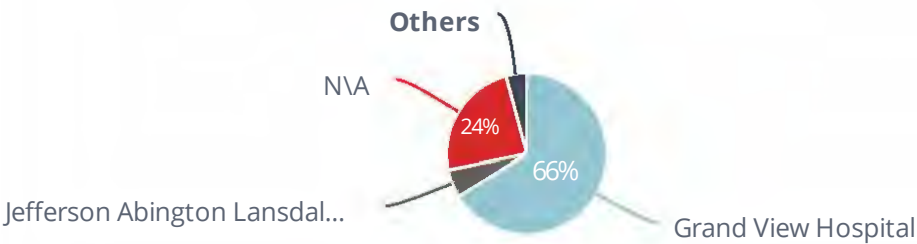
## Top 5 Call Types

Type of Incident	#
Sick Person	17
Falls	12
Breathing Problem	9
Abdominal Pain/Problems	6
Chest Pain (Non-Traumatic)	3

## Transport Disposition

Disposition	#
Transported No Lights/Siren	45
Transported Lights/Siren	9
Cancelled on Scene/No Patient Found	6
Patient Refused Evaluation/Care (Without Transport)	4
Cancelled (No Patient Contact)	3

## Hospital Transport



## Community Response

### VMSC's Level of Service

Unit Level of Service	# of Calls
ALS-Paramedic	48
BLS-AEMT	5
BLS-Basic /EMT	18

### Barriers to Provide Care

Barriers To Care	#
Psychologically Impaired	3
Language	2
Speech Impaired	2
Unconscious	2
Developmentally Impaired	2
Hearing Impaired	1
Obesity	1
Physically Impaired	1

# of Overdoses  
**2**

### Additional Agencies on Scene

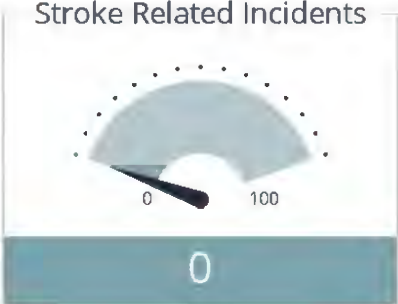
Additional Agencies	#
Law Enforcement	40
No Other Agency On Scene	29
Fire Department (Non-QRS Related)	5
Non-VMSC EMS Unit	2

## Critical Response Triad

### Cardiac Related Incidents



### Stroke Related Incidents



### Trauma Related Incidents



# 2023

*By the  
Numbers*

**111,576**  
**Visitors**

**457,947**  
**Items Circulated**

**31,997**  
**Library Cards**

**71,808**  
**Digital**

**1,482**  
**Programs**

**1,443 Museum Passes**  
**230 HotSpots**

**22,228**  
**Program Attendance**

**95 Volunteers**  
**5,626 Hours**

**Staff**  
**10 Full-time**  
**29 Part-time**





# Indian Valley Public Library



# 2023



# **PUBLIC WORKS REPORT**

## **FOR February 2024**

By Gary Yoder, Public Works Director 2/12/2024

### **BOROUGH Report for the 2/12/2024 Meeting:**

**Streets** – We have started gathering information for the upcoming road paving projects.

**Parks** – We continue cleaning the parks up and doing winter maintenance on them.

**Trees** – We continue trimming and taking down dying trees in our park system.

**Playgrounds** – We have been cleaning and checking the play areas at all the parks. We started doing some repairs to playground equipment as time and weather allows.

**Maintenance** – The crew has been busy doing year end maintenance on equipment.

**Snow events** – We had several snow events that had the crew out salting and plowing the streets.

**Street sweeping**- we have been out sweeping as needed throughout town.

**Training**- I have been lining up several training classes for the employees. This includes updating our CPR training and several other safety classes.

# BOROUGH OF TELFORD

## MANAGERS REPORT



### ADMINISTRATION

**TO:** Telford Borough Council  
Mayor Jerry Guretske  
Telford Borough Authority Board

**FROM:** Kyle B. Detweiler, MBA  
Borough Manager

**RE:** Manager's Report

**DATE:** February 7, 2024

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**Hamlin Ave Update** – On January 23<sup>rd</sup> I met with Drew Gilchrist from the DCNR to walk the vacant land and parking lot sites that the Borough acquired last year from Trinity UCC. The recommendation made by Mr. Gilchrist was to move forward with a 'pocket park' that would fall under the guidelines of an open space designation. We are working with a team of experienced grant writers to craft language that would allow us to recoup up to 50% of the purchase price in addition to the direct costs associated with this purchase. Our goal is to submit the formal grant application by month's end.

**122 Penn Avenue Sale** – We last heard from the settlement agency on January 22<sup>nd</sup> when they inquired for some additional information pertaining to the property's history and deed. No settlement date has been scheduled yet. The buyer has sent plans to our Code Enforcement Officer, and they are under review. Zoning & Hearing Board approval will be required before any next action steps can occur.

**Franklin Alley Swale Project** – On Thursday, February 8<sup>th</sup>, Josh Gross of CKS Engineers and myself are meeting with the few remaining homeowners that have yet to sign and return their easements and address continued concerns. The contractor is ready to get underway, but we cannot proceed until all easement agreements have been fully executed. We are continuing to press and stress urgency with those still outstanding.

**Borough Hall Media Improvements** – Following this report is the revised quote from Altek. There has been a slight change to the model of equipment to be used that is better suited to the space and the quote now also includes wiring and labor installation charges.

**Hiring Update** – We are pleased to have finalized the hiring process for our part-time Administrative Support positions. Kristine Musselman (15 hours per week) comes to the Borough with over 20 years of customer service experience, including the last 15 years as a customer service manager at Giant Food Stores. Caitlin Pedersen (25 hours per week) recently completed her Masters Degree in Urban & Regional Planning from West Chester University, of which her experience included an internship with the Montgomery County Planning Commission. They have both been welcome additions to our team and we are excited to have them on board.

**County Line Road Sanitary Sewer Project** – On January 11<sup>th</sup> we hosted Rep. Malagari and Rep. Staats in Borough Hall to discuss avenues to obtain additional grant funding for this Authority project. The grant funding we were previously awarded constitutes less than 13% of the total estimated cost for this project. Additionally, I traveled to Senator Coleman's offices in Allentown on January 18<sup>th</sup> to present in front of him and his team the importance and need for further grant assistance. They have pledged their support for additional grant funding and are working with me on that process currently.

**PWTA/Sellersville Borough** – Pat DiGiangi of CKS Engineers and I met with the Executive Director of Pennridge Wastewater Treatment Authority and the Manager of Sellersville Borough on January 31<sup>st</sup>. We discussed the feasibility and costs associated with diverting more flow away from Telford's existing treatment plant toward PWTA through the means of plant expansion and paying for the requisite upgrades. There is also the need for revisions to the existing agreement between Telford Borough Authority and Sellersville Borough that allows flows from TBA's newest potential customers (Almont Drive & Lawn Avenue) to get to PWTA by way of newly installed sanitary sewer mains within Sellersville Borough.

### Right-to-Know Requests –

1. Time Period Referenced: December 28, 2023 – February 7, 2023
2. Number of RTK Requests Received: 7
3. Number of Unique Requesters: 3
  - a. Requester A – One Request – One Actionable Item – One hour of time spent.
  - b. Requester B – Five Requests – Five Actionable Items – Four hours of time spent.
  - c. Requester C – One Request – One Actionable Item – One hour of time spent.



Telford Borough  
Telford, PA

January 2024

## Conference Room Proposal

Shure Stem Ceiling Beam	\$ 2,899 each
<ul style="list-style-type: none"><li>- 100 Microphone Array</li><li>- Full room coverage and Audio</li><li>- Network Connection – RJ45</li></ul>	
Avipas AV-1281 Video Conferencing Camera	\$ 785 each
<ul style="list-style-type: none"><li>- Full HD 1080p with 10X optical zoom</li><li>- Network Connection – RJ45</li><li>- Includes wall mount bracket</li></ul>	
Dell Optiplex Tower	\$1,145 each
<ul style="list-style-type: none"><li>- Intel i5 – 13<sup>th</sup> Gen</li><li>- 16 GB DDR4 Memory</li><li>- M.2 512 GB SSD (Solid State Drive)</li><li>- Wireless Keyboard and Mouse</li><li>- 2 additional Network ports</li><li>- Windows 11 Professional</li><li>- 3 year next business day onsite service</li></ul>	
Tech Team – Estimate	\$ 180 / hr x 6 hours
<ul style="list-style-type: none"><li>- Team of 2 Techs with tools for low voltage work</li></ul>	
	= \$ 1,080
Materials – Estimate	\$ 150
<ul style="list-style-type: none"><li>- Cable, low voltage boxes, keystone &amp; wall plates</li></ul>	

*Wiring is estimated and will be billed as actual. Shipping is \$ 80 for all equipment. Quote is valid for 10 days. Please contact me at 215-721-9355 x 112 with any questions.*

Sincerely,

Accepted by:

*Wilhelm Rebmann*

Wilhelm Rebmann  
CTO

\_\_\_\_\_  
Signature / Title

\_\_\_\_\_  
Date

300 Emlen Way, Telford, PA 18696  
215-721-9355





# STEM CEILING CEILING MICROPHONE ARRAY

## OVERVIEW

Stem Ceiling Microphone Array mounts above the conferencing space, providing uncompromising performance while keeping the technology out of sight. With adjustable beam options and the aesthetics needed to blend with any environment, Stem Ceiling eliminates distractions and keeps the focus on the conversation.

## FEATURES

- 100 built-in microphones create a wide, medium, or narrow beam to cover the room or a specific area as needed.
- Audio fencing mode completely removes outside noise and unwanted distractions (available in narrow beam setting only).
- Built-in digital signal processing includes state-of-the-art acoustic echo cancellation, automatic gain control, noise cancellation, and de-reverberation algorithms.
- Automatic configuration and control with Stem Ecosystem platform.
- LED light ring indicates when the device is active, muted, and other statuses.
- Compatible with leading video conferencing platforms.
- Directly connect the standalone device to a PC via USB or use Stem Control Touch Controller to integrate a Stem Ecosystem room solution for video conferencing.
- Power over Ethernet (PoE+).
- Dual mounting options: Low profile with square mount or suspended in chandelier mode.

## SPECIFICATIONS (subject to change)

### GENERAL

Connector Type	RJ45 and USB Type B
Power Requirements	Power over Ethernet Plus (PoE+) 802.3 at Type 2
Control Application	Stem Ecosystem Platform
Weight	Microphone: 9 lbs (4.1 kg) Square Ceiling Mount: 7.5 lbs (3.4 kg)
Product Dimensions	Microphone: 21.5 x 1.75 in (54.6 x 4.4 cm) D x H at center; H at edge: 0.5 in (1.8cm) Square Ceiling Mount: 23.5 x 23.5 x 1.25 in (59.7 x 59.7 x 3.2 cm) L x W x H Suspension Cable Length: 120 in (304.8 cm)
Operating Temperature Range	-6.7°C (20°F) to 40°C (104°F)
Storage Temperature Range	-29°C (-20°F) to 74°C (165°F)

### AUDIO

Beam Width	Narrow (20 degrees), Medium (45 degrees), Wide (60 degrees)
Frequency Response	50 Hz to 16 kHz
Built-in DSP	Automatic Voice-Level Adjustment (AGC); 100% Full Duplex, no attenuation in either direction
Noise Cancellation	>15dB (without pumping noise)
Acoustic Echo Cancellation	>40dB with conversion speed of 40dB/sec; residual echo is suppressed to the environment noise level, preventing artificial ducking of signal; High-end performance conforms to ITU-T G.167



STEM CEILING  
Suspension Mount

STEM CEILING  
Low Profile Mount

## ACCESSORIES (included in the box)

CAT 6 Ethernet Cable: 15 ft. (4.6 m)

USB Type A to USB Type B Cable: 12 ft. (3.7 m)

Square Ceiling Mount

Suspension Kit

Grippler Kit



# AV-1281 10x HDMI PTZ Camera w/ PoE



## • Key Features

- Avipas AV-1281 is a full HD 1080p camera with 10X optical zoom & 5X digital zoom, suitable for video conferencing, education and houses of worship. Elegant, compact design; super quiet and smooth pan/tilt mechanism
- 1920 x 1080 high resolution output with a frame rate up to 60fps
- 60.9° high-quality lens
- High SNR of CMOS sensor combined with 2D&3D noise reduction algorithm
- H.264/H.265 video compression
- Low-power sleep function, lower than 0.4W
- IP streaming & HDMI output
- RS-232 (VISCA/ Pelco-D/ Pelco-P), VISCA over IP and IR remote control
- PoE supported

**TELFORD BOROUGH PROJECTS (9400)**  
**ENGINEER'S STATUS REPORT**  
**LAST UPDATED JANUARY 30, 2024**

REF. NO.	PROJECT NAME	SCOPE	CURRENT STATUS	NEXT ACTION
<b>BOROUGH PROJECTS:</b>				
9400-58	NPDES Phase II - Stormwater Permit	Permit required for municipal separate storm sewer systems which require Borough to implement and enforce a Stormwater Management Program to reduce the discharge of pollutants into their storm sewer system.	<p>Current requirements included: a "Notice of Intent" (NOI-permit renewal application) be submitted by 9/16/17 for the next five-year period; municipalities having a TMDL must apply for an individual permit instead of a general permit; a Pollution Reduction Plan (PRP) must be submitted for reduction of nutrients within the Skippack Creek Watershed and sediment within the Mill Creek Watershed. PADEP also revised their MS4 Requirements Table to include a PRP required for Sediment and Phosphorus within the Indian Creek Watershed, although a TMDL (in litigation) was previously developed.</p> <p>Borough completed public comment periods for TMDL and PRP Plans. CKS completed NOI and TMDL and PRP Plans and submitted the Borough's application to PADEP on September 11, 2017.</p> <p>In an email dated March 10, 2022, CKS submitted a response to PADEP's comments. On March 24, 2022, PADEP replied indicating that the PRP/TMDL Plan is acceptable and to proceed with public participation/30-day comment period. The Plan has been advertised and discussed at the Borough Council meeting on May 2, 2022. The updated (final) PRP/TMDL Plan was submitted to PADEP for approval and permit to be issued. The final permit has been issued and is effective October 1, 2022. The permit expires October 1, 2027.</p> <p>CKS completed the 7/1/21 and 6/30/22 Progress Report for submission to PADEP. The report was sent to the Department on September 15, 2022. CKS to complete the 2022/2023 report.</p> <p>As part of the program requirements, CKS discussed the MS4 program at the Council's (public) meeting on February 6, 2023.</p>	

**TELFORD BOROUGH PROJECTS (9400)**  
**ENGINEER'S STATUS REPORT**  
**LAST UPDATED JANUARY 30, 2024**

REF. NO.	PROJECT NAME	SCOPE	CURRENT STATUS	NEXT ACTION
9452	Police Station Lobby Improvements	Bullet-proof lobby/front entrance to Police Station.	<p>CKS has been asked by the Manager to prepare contract documents for construction bid. CKS has investigated materials to armor lobby of building and completed preparing plans and specifications. CKS has been authorized to bid the project. Bids were accepted February 28, 2023 and the low bidder was Walter Brucker &amp; Co. with a bid of \$64,171. Council awarded the contract to Brucker at their meeting on March 6, 2023. Contract documents have been processed. A preconstruction meeting was held May 25, 2023. Construction commenced mid-September 2023 and is now complete.</p> <p>This item will be removed from my report next month.</p>	

**TELFORD BOROUGH PROJECTS (9400)**  
**ENGINEER'S STATUS REPORT**  
**LAST UPDATED JANUARY 30, 2024**

REF. NO.	PROJECT NAME	SCOPE	CURRENT STATUS	NEXT ACTION
9454	Franklin Alley Drainage Issue	Engineering study to determine scope and cost to improve drainage swale.	<p>Easement areas have been staked out. CKS met with Manager on July 18, 2022 to inspect existing swale and discuss study requirements for improvements to the swale. A concept plan and preliminary cost estimate were presented to Borough Council on August 1, 2022. In a letter dated October 25, 2022, CKS issued a final report to Borough Council. Council considered the recommended improvements at their meeting on November 7, 2022. At that meeting, Council authorized applying for a PA Small Water and Sewer grant to help fund the project.</p> <p>CKS submitted Grant Application for funding the project on December 20, 2022. A grant in the amount of \$146,000 was awarded to the Borough on December 19, 2023.</p> <p>At the February 6, 2023 meeting, Council requested CKS to proceed with conducting a meeting with the residents impacted and continue preparing documents for the bid of the project. A meeting with residents was held April 6, 2023. Bids were received October 3, 2023 and the low bidder was KBC Construction, LLC with a bid of \$104,834.00. Council awarded the project to KBC at their meeting on October 9, 2023. Easement documents have been completed and distributed to property owners to execute. All easements have not yet been secured. A pre-construction meeting is to be scheduled with the contractor once we have the necessary easements.</p>	

**TELFORD BOROUGH PROJECTS (9400)**  
**ENGINEER'S STATUS REPORT**  
**LAST UPDATED JANUARY 30, 2024**

REF. NO.	PROJECT NAME	SCOPE	CURRENT STATUS	NEXT ACTION
<b>DEVELOPMENT PROJECTS:</b>				
9433/ 9441	329 Erie Avenue – Minor Subdivision	<p>Project proposes a 3-lot subdivision creating two new townhomes and one existing twin converted to a townhouse.</p> <p>Developer is now pursuing a different project involving the creation (subdivision) for one single-family home to be constructed.</p>	<p>Borough Council previously approved a townhome proposal for this lot/tract. However, an alternate proposal has now been submitted involving a Minor Subdivision and construction of one new single-family home on the lot created. An existing twin home will remain on the other lot. The new proposal has received the required zoning approval by the Telford ZHB. In addition, a Minor Subdivision Plan has been submitted for the single-family home proposal.</p> <p>The Borough Council considered the plan at their meeting on August 1, 2016 and granted Conditional Final Approval. Revised plans have been submitted addressing CKS's prior letter and the conditions of approval. CKS has reviewed the revised plans dated July 16, 2014, last revised September 13, 2016, and indicated they were acceptable via email. In addition, a proposed construction escrow tabulation has been prepared and issued by CKS. Agreements to be executed and construction to begin.</p> <p>The Applicant's Engineer recently submitted a drawing proposing the relocation of the stormwater management systems discharge. CKS completed a review and issued comments in an email dated October 3, 2023 indicating the revisions to the plans, last dated August 23, 2023, were acceptable; however, the Borough Solicitor must update the Stormwater Management O&amp;M Agreement.</p>	

**TELFORD BOROUGH PROJECTS (9400)**  
**ENGINEER'S STATUS REPORT**  
**LAST UPDATED JANUARY 30, 2024**

REF. NO.	PROJECT NAME	SCOPE	CURRENT STATUS	NEXT ACTION
9447	Lutheran Home – Crestview Avenue Extension	Development of former Delbar tract with 66 twin cottage units and a 42-unit apartment building.	<p>Revised Land Development plans dated April 3, 2019, last revised August 28, 2019, have been submitted for review. CKS completed a review of those plans and issued a letter dated September 13, 2019 with comments. Borough Council considered the project at their October 7, 2019 meeting and voted to grant conditional final approval.</p> <p>Revised plans addressing the conditions of approval were recently received. These plans were dated last revised March 16, 2020. CKS completed a review and issued a letter dated April 15, 2020, indicating the plans were acceptable. CKS also completed a review of the legal descriptions for easements and rights-of-way proposed by the project and issued a letter dated April 15, 2020, indicating the legal descriptions were acceptable. A revised escrow tabulation for Phase 1 only was issued by CKS on June 2, 2021. Development agreements have been executed. A stormwater O&amp;M agreement, blanket easement agreement for installation of stormwater facilities on the Borough's property, and trail easement agreements must still be executed. A pre-construction meeting was held November 18, 2021. Construction has started. Home building has begun. Existing portion of Crestview has been final paved. In addition, East Broad Street has also been final paved.</p>	

**TELFORD BOROUGH PROJECTS (9400)**  
**ENGINEER'S STATUS REPORT**  
**LAST UPDATED JANUARY 30, 2024**

REF. NO.	PROJECT NAME	SCOPE	CURRENT STATUS	NEXT ACTION
9455	325 W. Reliance Road (TMP No. 22-02-01846-00) Plan of Minor Subdivision proposed by JEM Home Solutions.	The project proposes to subdivide the property into two (2) lots. Lot 1 contains an existing single-family detached home with existing garage and shed to remain and Lot 2 contains an existing tavern to be converted to a single-family detached dwelling.	A Plan of Subdivision dated January 16, 2023, last revised April 5, 2023 has been submitted for review. CKS conducted a review and issued a letter dated April 18, 2023 with comments. The Borough Planning Commission considered the Plan at their meeting on May 17, 2023 and recommended approval to Council.  Council granted conditional approval at the June 12, 2023 Council meeting. Plans to be recorded.	



## Borough of Telford

50 Penn Avenue  
Telford, PA 18969

215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **ADVERTISEMENT FOR ORDINANCE #427 - ESTABLISHING TELFORD BOROUGH'S ENVIRONMENTAL ADVISORY COUNCIL**

I move that the Telford Borough ("Borough") Council, as detailed in Act 177 of 1996 of the Pennsylvania General Assembly, advertise Ordinance #427, creation of an Environmental Action Committee for Telford Borough, to be known as the Environmental Advisory Council ("EAC").



## ORDINANCE NO. 427

### AN ORDINANCE ESTABLISHING TELFORD BOROUGH'S ENVIRONMENTAL ADVISORY COUNCIL

The Borough Council of The Borough of Telford, Montgomery and Bucks Counties, Pennsylvania, hereby ordains:

#### **Section 1 – Creation.**

As enabled by Act 177 of 1996 of the Pennsylvania General Assembly, there is hereby created an environmental action committee for Telford Borough, to be known as the Environmental Advisory Council ("EAC"), which shall continue to function until this chapter is revoked.

#### **Section 2 – Purpose.**

The purpose of the EAC is as follows:

- A. To advise the Telford Borough Council, commissions, boards, committees and other Telford Borough agencies on, and promote education about, issues relating to the management, promotion, use, protection and conservation of Telford's natural resources, including air, land and water resources, and residents' enjoyment thereof.
- B. Work with Telford Borough agencies and other partners to maintain and develop the natural resources in Telford Borough in a way that will continue to attract and retain residents, visitors and businesses.
- C. Identify environmental problems and recommend plans and programs to the Borough Council for the promotion and conservation of natural resources and for the protection and improvement of the quality of the environment within the Borough.
- D. Promote a community environmental program.

#### **Section 3 – Membership and terms of office.**

- A. The Telford Borough Council shall appoint at least three but not more than seven full members of the EAC and alternates/ex officio members as determined by the Borough Council. The Borough Council shall appoint a liaison to the EAC. All EAC members shall be residents of Telford Borough. Whenever possible, membership of the EAC should include at least one member with expertise in environmental education, planning or science.
- B. The Borough Council shall appoint all full members of the EAC for staggered three-year terms. The initial terms will be as follows: one-third of the positions will be for one-year terms, one-third of the positions will be for two-year terms, and the remainder will be for three-year terms. All successive members' terms will be for three years.
- C. Members of the EAC shall elect a Chairperson, Vice Chair, and Recording Secretary each year on the anniversary month of the effective date of this chapter.
- D. The Borough may establish an associate members' program in the EAC. Associate members shall not have voting rights in the EAC but otherwise may participate in all other EAC activities and serve on standing and special committees.

#### **Section 4 – Duties and powers.**

The EAC shall have the following duties and powers:

- A. To identify environmental issues and recommend plans and programs to the Borough Council and other appropriate bodies and other agencies: 1) to encourage sustainable development and use of resources which meet the needs of the present without compromising the ability of future generations to meet their needs; and 2) to promote conservation of natural resources, protection and improvement of the quality of the environment in the Borough and Borough residents' enjoyment of it.
- B. To promote community environmental sustainability programs and public education.
- C. To work with other local-area EACs to address issues affecting the sustainable development of neighboring municipalities, such as wetlands, floodplains and watershed issues, forests and aquifer recharge areas.
- D. To keep an index of all open space, publicly and privately owned, including but not limited to flood-prone areas, wetlands and other unique natural areas, for the purpose of obtaining information on the use of such areas that will promote sustainable development in Telford Borough.
- E. To undertake such environmental or sustainability-related tasks as requested by the Borough Council.

F. To provide, at the request of the Borough Council or any of the Borough committees, input on programs or projects under review by the Council or committees that are related to the environment. Notwithstanding the input, the process shall not obviate the need to comply with review deadlines, including but not limited to those under the Pennsylvania Municipalities Planning Code.

**Section 5 – Programs of assistance.**

The EAC shall endeavor to take advantage of such programs of assistance to EACs, including educational services, exchange of information, assignment of technical personnel for natural resources planning assistance and coordination of state and local conservation activities, as may be established by the State Conservation Commission or the Department of Environmental Protection, and any program of assistance to EACs in planning for the management, use and development of open space and recreation areas, and any other program of assistance that may be advantageous to the sustainable development and maintenance of Telford Borough's environment.

**Section 6 – Funding and compensation.**

The EAC will submit a budget annually to the Borough Council for approval, to be used for educational materials, training, projects and programs, or other administrative, clerical, printing and professional service costs, or dues for affiliation with environmental, educational and/or planning organizations. Members of the EAC shall receive no compensation but shall be reimbursed for the expenses actually and necessarily incurred by them in the performance of their duties. The EAC may not contract for materials or services.

**Section 7 – Other sources of funding.**

The EAC may explore sources of funding for specific projects, including but not limited to gifts, grants and defined fund-raising activities. The EAC shall consult with the Borough Council regarding the legal implications associated with receiving funding from sources other than the Borough.

**Section 8 – Records and annual report.**

The EAC shall keep records of its meetings and activities. The minutes will be read and approved or amended and approved at the next EAC meeting. The EAC will submit approved EAC meeting minutes to the Borough Council as soon as possible after approval, but not more than 30 days after approval. The EAC shall make an annual report to the Borough Council by December of each year. Copies of minutes and annual reports will be maintained in the offices of the Borough.

**Section 9 – Statutory duties and powers.**

Such powers and duties as are now or may hereafter be provided by the statutes of the Commonwealth of Pennsylvania or by ordinances of the Borough of Telford relating to the creation of the EAC and the carrying out of its powers and duties are hereby vested in the EAC, to be exercised by it, subject to all restrictions contained in such powers and ordinances.

**Section 10 – Effect on existing agencies.**

Nothing herein contained shall be construed as abolishing or limiting any existing Borough agency, board, commission, authority or committee, even though such contained shall be construed as abolishing or limiting any existing Borough agency, board, commission, authority or committee that may have a responsibility related to the responsibilities delegated to the EAC hereunder.

**Section 11 – Effective Date.**

This Ordinance shall become effective thirty (30) days after it is enacted by the Telford Borough Council.

ENACTED and ORDAINED this \_\_\_\_ day of \_\_\_\_\_, 2024

ATTEST:

BOROUGH OF TELFORD

\_\_\_\_\_  
Kyle B. Detweiler  
Borough Secretary

\_\_\_\_\_  
Emiline I. Weiss  
Council President

EXAMINED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Gerald Guretse, Mayor