

**TOBYHANNA TOWNSHIP  
BILL PACK FOR APRIL 17, 2018**

<b>FUND</b>	<b>BANK ACCOUNT</b>	<b>4/17/18 Bills to be paid</b>	<b>Interim Bills Comments</b>
GENERAL 01	FIRST NORTHERN BANK	\$ 2,952.69	March POS
GENERAL 01	ESSA GENERAL OPERATING	\$ 202,863.38	
GENERAL 01	ESSA PAYROLL	<u>\$ 95,775.64</u>	March Payroll
	TOTAL GENERAL FUND	\$ 301,591.71	
SEWER 08	ESSA - SEWER OPERATING	\$ 96.00	
SEWER 09	ESSA - SEWER DIST #1	\$ 1,269,977.60	
PUBLIC IMP -30	ESSA- PUBLIC IMPROVEMENT	\$ 27,700.34	
HIGHWAY AID 35	ESSA -HIGHWAY AID	\$ 2,241.28	
PENSION FD- 65	MORGAN STANLEY - PENSION CKG	<u>\$ 4,364.22</u>	March Pension
	<b>TOTAL ALL FUNDS</b>	<b><u>\$ 1,605,971.15</u></b>	
	NIDA-FIRST NORTHERN	<u>\$ 352.00</u>	

# Disbursements Journal - (01) GENERAL FUND

From 03/01/2018 to 03/31/2018 Contains Account = 01.100.102

DATE	ENTRY #	PO#	CHECK #	ACCOUNT	VENDOR/EXPLANATION	DEBIT	CREDIT	ACCOUNT
3/01/2018	307		20180301	01.400.241	SUBWAY Lunch	40.28	40.28	01.100.102
3/01/2018	308		20180301	01.406.220	PA TURNPIKE COMMISSION EZ Pass Account	96.00	96.00	01.100.102
3/02/2018	295		20180302	01.406.210	AMAZON.COM Office supplies- toner	185.49	185.49	01.100.102
3/02/2018	296		20180302	01.406.210	AMAZON.COM Office Supplies - post-it notes etc	30.12	30.12	01.100.102
3/05/2018	297		20180305	01.406.210	AMAZON.COM Office supplies - Markers etc	11.53	11.53	01.100.102
3/05/2018	298		20180305	01.406.460	PA. STATE ASSOC OF Conference Registration	160.00	160.00	01.100.102
3/07/2018	300		20180307	01.406.210	AMAZON.COM Cell Phone case	24.99	24.99	01.100.102
3/08/2018	301		20180308	01.406.460	GREATER POCONO CHAMBER Economic Development Dinner	105.00	105.00	01.100.102
3/09/2018	287		20180205	01.400.241	MURPHY'S LOFT Lunch meeting	30.23	30.23	01.100.102
3/09/2018	364		20180205	01.400.241	MURPHY'S LOFT Lunch meeting	-30.23	-30.23	01.100.102
3/12/2018	302		20180312	01.406.460	GREATER POCONO CHAMBER Economic Outlook Dinner	35.00	35.00	01.100.102
3/12/2018	303		20180312	01.430.251	TRACTOR SUPPLY CO. DPW Trucks 2, 3 & 8	112.97	112.97	01.100.102
3/12/2018	304		20180312	01.406.220	AT&T #405 Cell phone Chargers & screen protectors	103.14	103.14	01.100.102
3/13/2018	305		20180313	01.406.461	PA TRAINING HUB Training Course - Julia	80.00	80.00	01.100.102
3/15/2018	299		20180305	01.406.460	CHEAPO AIR Air Fare	614.55	614.55	01.100.102
3/15/2018	306		20180315	01.400.241	PANERA BREAD Thank Lunch for DPW	166.38	166.38	01.100.102

# Disbursements Journal - (01) GENERAL FUND

From 03/01/2018 to 03/31/2018 Contains Account = 01.100.102

DATE	ENTRY #	PO #	CHECK #	ACCOUNT	VENDOR/EXPLANATION	DEBIT	CREDIT	ACCOUNT
3/16/2018	362		20180316	01.406.220	PAYCHEX, INC. March Time Clock Administrative Fees	58.30	58.30	01.100.102
3/16/2018	413		20180316	01.406.220	BJ'S WHOLESALE CLUB Coffee, creamers, tea & snacks	190.81		01.100.102
3/20/2018	361		20180320	01.406.220	FOOD EXPRESS coffee creamers - breakroom	36.68		01.100.102
3/21/2018	432		20180321	01.406.460	GREATER POCONO CHAMBER Economic Outlook Dinner	35.00		01.100.102
3/23/2018	414		20180322	01.437.260	SYSTEMATICS Parts for the MIG Welder	87.64		01.100.102
3/28/2018	415		20180328	01.406.210	AMAZON.COM Office Supplies - Label Tape	15.88		01.100.102
3/28/2018	416		20180328	01.406.325	POSTAGE BY PHONE SYSTEM Postage for meter	300.00		01.100.102
3/29/2018	417		20180329	01.406.210	AMAZON.COM Office Supplies - EDA - Software	184.61		01.100.102
3/29/2018	420		20180329	01.406.460	ALLIANCE FOR INNOVATION Add'l space needle ticket - April 2-6 Confe	20.00		01.100.102
3/29/2018	423		20180329	01.400.241	KALAHARI RESORTS LLC Supervisor, DMECD & Development dinner meet	258.32		01.100.102
<b>MARCH SUMMARY BY ACCOUNT:</b>								
				ACCOUNT	ACCOUNT DESCRIPTION	CURRENT	NON-BUDGETARY	DISBURSED
				01.100.102	CASH - FNBP GEN CHECKING			2,952.69
				01.400.241	GEN. GOVERNMENT EXPENSES	464.98		
				01.406.210	OFFICE SUPPLIES	452.62		
				01.406.220	OPERATING EXPENSES	484.93		
				01.406.325	POSTAGE	300.00		
				01.406.460	MEETINGS & CONFERENCES	969.55		
				01.406.461	TRAINING/SEMINARS	80.00		
				01.430.251	VEHICLE - PARTS	112.97		
				01.437.260	MNR EQUIP/SM TOOL REPAIR	87.64		
				MARCH TOTALS (FOR RANGE):		2,952.69		2,952.69
				01.100.102	CASH - FNBP GEN CHECKING			2,952.69

# Disbursements Journal - (01) GENERAL FUND

From 03/01/2018 to 03/31/2018 Contains Account = 01.100.102

ACCOUNT	ACCOUNT DESCRIPTION	APR. RESERVE	CURRENT	NON-BUDGETARY	DISBURSED
01.400.241	GEN. GOVERNMENT EXPENSES		464.98		
01.406.210	OFFICE SUPPLIES		452.62		
01.406.220	OPERATING EXPENSES		484.93		
01.406.325	POSTAGE		300.00		
01.406.460	MEETINGS & CONFERENCES		969.55		
01.406.461	TRAINING/SEMINARS		80.00		
01.430.251	VEHICLE - PARTS		112.97		
01.437.260	MNR EQUIP/SM TOOL REPAIR		87.64		
TOTALS (FOR RANGE) :			2,952.69		2,952.69

**List of Bills - (01100107) ESSA - GEN OPERATING ACCT  
GENERAL FUND**

Vendor	Description	Account	PO Payment	Check Total
36 - AIR BRAKE & EQUIPMENT CO. 01.430.234	PO 6392 Diesel Exhaust Fluid OIL & OTHER FLUIDS	145.00	145.00	145.00
1112 - Alison I. LaRue 01.409.370 01.411.370	PO 6384 CLEANING SERVICE 3/28-4/8/18 PROFESSIONAL CLEANING PROFESSIONAL CLEANING SVS	270.00 150.00	420.00	420.00
72 - AQUA PENNSYLVANIA, INC. 01.411.365	PO 6361 Blakeslee FH 12/28/17 - 3/27/18 WASTE REMOVAL	200.00	200.00	200.00
1065 - AT & T 01.406.320	PO 6380 WIRELESS PHONE BILL 2/26-3/25/19 -A TELEPHONE	416.83	416.83	416.83
491 - PENN. MUNICIPAL HEALTH 01.402.150 01.408.150 01.414.150 01.413.150 01.430.150 01.401.150	PO 6403 May Medical & Dental Insurance INSURANCE - HEALTH INSURANCE - HEALTH INSURANCE - HEALTH INSURANCE - HEALTH INSURANCE - HEALTH INSURANCE - HEALTH	2,058.50 2,058.50 2,953.94 956.17 6,263.63 5,907.88	20,198.62	20,198.62
167 - CLAUDE S. CYPHERS INC. 01.430.251	PO 6366 TRUCK 3 VEHICLE - PARTS	18.91	18.91	18.91
722 - D.G. NICHOLAS CO. 01.430.251 01.430.251 01.414.251	PO 6364 Truck 8 VEHICLE - PARTS VEHICLE - PARTS VEHICLE PARTS	135.22 56.64 4.79	135.22 61.43	196.65
255 - FASTENAL COMPANY 01.430.251	PO 6367 TRUCK 8 VEHICLE - PARTS	51.91	51.91	51.91
264 - FRANCIS SMITH & SONS, INC 01.409.373	PO 6396 Fuel Island Service and Maintenance REPAIRS AND MAINTENANCE	771.77	771.77	771.77

**List of Bills - (01100107) ESSA - GEN OPERATING ACCT  
GENERAL FUND**

Vendor	Description	Account	PO Payment	Check Total
267 - FRONTIER 01.406.320	TELEPHONE PO 6370 570-64612 MONTHLY BILL 4/1-4/30/18	1,209.15	1,209.15	1,209.15
270 - GENERAL CODE LLC 01.407.311	SOFTWARE & HARDWARE SUPPORT PO 6394 Annual subscription- Laserfiche Sof	1,456.00	1,456.00	1,456.00
283 - GOTTA GO POTRIES, INC. 01.454.372	MAINTENANCE - OPEN SPACE PO 6387 PORTABLE TOILET RENTAL-3/3-3/31/18	50.00	50.00	50.00
289 - GRIM, BIEHN & THATCHER 01.404.314 01.414.314	LEGAL COUNSEL FEES LEGAL FEES PO 6377 MARCH LEGAL BILL	3,381.90 854.50	4,236.40	4,236.40
310 - INDUSTRIAL ELECTRONICS INC 01.406.320	TELEPHONE PO 6358 Base/Mobile System Usage- March	285.00	285.00	285.00
351 - KEYSTONE MUNICIPAL 01.401.354 01.402.354 01.408.354 01.413.354 01.414.354 01.430.354	INSURANCE - WORKERS COMP. INSURANCE - WORKERS COMP. INSURANCE - WORKERS COMP. INSURANCE - WORKERS COMP. INSURANCE - WORKERS COMP. INSURANCE - WORKERS COMP. PO 6379 WC 2018 Intallment #3	456.50 200.00 200.00 100.00 150.00 2,922.00	4,028.50	4,028.50
1268 - MANKO, GOLD, KATCHER & FOX, LLP 01.404.314	LEGAL COUNSEL FEES PO 6382 JANUARY 2018 LEGAL BILL- RE-DESIGNA	27.00	27.00	27.00
447 - NAPA AUTO PARTS 01.430.251	VEHICLE - PARTS PO 6363 CLAMP - Truck 3	38.96	38.96	38.96
01.437.374	MACHINERY AND EQUIPMENT REPAIR PO 6398 New Holland Tractor and Pequea Trai	124.33	124.33	163.29
917 - Pen Tele Data 01.407.310	INTERNET & WEB SERVICES PO 6359 Modem usage 3/24/18-4/24/18	298.75	298.75	298.75

**List of Bills - (01100107) ESSA - GEN OPERATING ACCT  
GENERAL FUND**

Vendor	Description	Account	PO Payment	Check Total
494 - PENNSYLVANIA ONE CALL 01.430.220	PO 6401 MONTHLY ACTIVITY FEE 3/31/2018 OPERATING EXPENSES	26.40	26.40	26.40
717 - POCONO ACE HARDWARE 01.409.237	PO 6399 AAA Batteries INSTITUTIONAL SUPPLIES	11.69	11.69	11.69
514 - POCONO MOUNTAIN REGIONAL 01.410.450	PO 6369 MAY POLICE SERVICES REGIONAL POLICE SERVICES	152,228.94	152,228.94	152,228.94
535 - PPL ELECTRIC UTILITIES 01.433.361	PO 6371 ACCT # 23400-62019 -TRAFFIC SIGNALS ELECTRICITY/TRAFFIC SGNLS	133.99	133.99	133.99
538 - PROSSER LABORATORIES, INC 01.409.450	PO 6355 Water testing - Employee break room WATER TESTING	29.00	29.00	29.00
973 - RODNEY L. SMITH 01.407.317 01.407.311	PO 6391 NETWORK CONSULTING FEES- 3/1/18-3/2 NETWORK CONSULTING SERVICES SOFTWARE & HARDWARE SUPPORT	2,850.00 387.55	3,237.55	3,237.55
819 - SHARP ENERGY 01.411.230	PO 6357 Propane delivered ESB & BLAKESLEE SUB - Propane/Gas	2,029.57	2,029.57	2,029.57
613 - STADIUM INTERNATIONAL 01.430.251	PO 6365 TRUCK 3 VEHICLE - PARTS	183.60	183.60	183.60
794 - State Workers's Insurance Fund 01.411.354	PO 6386 INSTALLMENT PAYMENT #5 -WORKER'S CO INSURANCE - WORKERS COMP.	2,870.00	2,870.00	2,870.00
618 - STIFF OIL CO. 01.409.230	PO 6375 HEATING FUEL DELIVERY -3/30/18 HEATING FUEL	3,061.76	3,061.76	3,061.76
1063 - TAMCO 01.481.380	PO 6381 PHONE LEASE - 4/23/18-5/22/18 EQUIPMENT LEASE	328.00	328.00	328.00

**List of Bills - (01100107) ESSA - GEN OPERATING ACCT  
GENERAL FUND**

Vendor	Description	Account	PO Payment	Check Total
661 - TOSHIBA FINANCIAL SVS 01.481.380	EQUIPMENT LEASE PO 6372 COPIER LEASES 3/25/18-4/25/18	830.61	830.61	830.61
667 - TRIPLE CITIES ACQUISITION 01.430.251	TRUCK 8 VEHICLE - PARTS PO 6368	413.38	413.38	413.38
01.430.251	DPW Truck #4 VEHICLE - PARTS PO 6400	1,193.56	1,193.56	1,193.56
675 - UGI UTILITIES, INC. 01.411.230	Blakeslee Firehouse 2/28/18-03/29/1 ESB & BLAKESLEE SUB - Propane/Gas PO 6356	402.59	402.59	402.59
686 - VECTOR SECURITY, INC. 01.411.373	SERVICE CALL -LABOR TO RESTORE AFTE BLDG REPAIRS/MAINTENANCE PO 6385	600.00	600.00	600.00
1430 - WEITZMANN, WEITZMANN & HUFFMAN, LLC 01.414.314	LEGAL FEES- ZONING HEARING BOARD LEGAL FEES PO 6390	1,108.96	1,108.96	1,108.96
TOTAL				202,863.38

Total to be paid from Fund 01 GENERAL FUND

202,863.38

=====

202,863.38



**List of Bills - (09100107) ESSA - SEWER DIST NO 1 OPERATING  
TOBYHANNA TWP SEWER DISTRICT NO. 1 FUND**

Vendor	Description	Account	PO Payment	Check Total
1143 - AQUA PA WASTEWATER, INC. 09.429.450	PO 6360 GCB Sewer 2/27/2018 - 3/27/2018 Operations	157.50	157.50	
09.429.450	PO 6388 MARCH 2018 CONTRACTED OPERATIONS-KA Operations	700.00	700.00	857.50
1058 - BRODHEAD CREEK REGIONAL AUTHORITY 09.429.450	PO 6374 WATER BILL 2/14-3/20/18 Operations	15.78	15.78	15.78
1058 - BRODHEAD CREEK REGIONAL AUTHORITY 09.429.451	PO 6402 SEWER BILL -3/31-4/30/18 -ACCT 1560 Pocono Twp User Fees-Pass Thru	53,832.32	53,832.32	53,832.32
289 - GRIM, BIEHN & THATCHER 09.429.314	PO 6383 MARCH LEGAL BILL- SEWER DIST#1 Legal Fees	272.00	272.00	272.00
1225 - POCONO TOWNSHIP 09.429.452	PO 6378 2018 ADDITIONAL KALAHARI EDU PURCHA Pocono Twp. Tapping Fee Pass Thru	1,215,000.00	1,215,000.00	1,215,000.00
TOTAL				1,269,977.60

Total to be paid from Fund 09 TOBYHANNA TWP SEWER DISTRICT NO. 1 FUND 1,269,977.60

1,269,977.60

# Check Register - (01105107) ESSA - PAYROLL ACCT

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
3/01/2018	20180301	643 TOBY TOWNSHIP PYR ACCOUNT	29,321.38 (Manual)			
3/01/2018	20180301	449 NATIONWIDE RETIREMENT SOLUTIONS	803.00 (Manual)			
3/01/2018	20180301	34 AFLAC	137.05 (Manual)			
3/15/2018	20180315	643 TOBY TOWNSHIP PYR ACCOUNT	34,446.50 (Manual)			
3/15/2018	20180315	449 NATIONWIDE RETIREMENT SOLUTIONS	803.00 (Manual)			
3/15/2018	20180315	34 AFLAC	137.05 (Manual)			
3/29/2018	20180329	643 TOBY TOWNSHIP PYR ACCOUNT	29,187.61 (Manual)			
3/29/2018	20180329	449 NATIONWIDE RETIREMENT SOLUTIONS	803.00 (Manual)			
3/29/2018	20180329	34 AFLAC	137.05 (Manual)			
			-----			
			95,775.64 Manual			
			=====			
			95,775.64			

List of Bills - (08100107) ESSA SEWER OPERATING ACCOUNT  
SEWER FUND

Vendor	Description	Account	PO Payment	Check Total
289 - GRIM, BIEHN & THATCHER 08.361.35	PO 6376 MARCH LEGAL BILL LEGAL & OTHER REIMBURSEMENT	96.00	96.00	96.00
TOTAL			-----	96.00
Total to be paid from Fund 08 SEWER FUND			=====	96.00

**List of Bills - (09100107) ESSA - SEWER DIST NO 1 OPERATING  
TOBYHANNA TWP SEWER DISTRICT NO. 1 FUND**

Vendor	Description	Account	PO Payment	Check Total
1143 - AQUA PA WASTEWATER, INC. 09.429.450	PO 6360    GCB Sewer 2/27/2018 - 3/27/2018 Operations	157.50	157.50	
09.429.450	PO 6388    MARCH 2018 CONTRACTED OPERATIONS-KA Operations	700.00	700.00	857.50
1058 - BRODHEAD CREEK REGIONAL AUTHORITY 09.429.450	PO 6374    WATER BILL 2/14-3/20/18 Operations	15.78	15.78	15.78
1058 - BRODHEAD CREEK REGIONAL AUTHORITY 09.429.451	PO 6402    SEWER BILL -3/31-4/30/18 -ACCT 1560 Pocono Twp User Fees-Pass Thru	53,832.32	53,832.32	53,832.32
289 - GRIM, BIEHN & THATCHER 09.429.314	PO 6383    MARCH LEGAL BILL- SEWER DIST#1 Legal Fees	272.00	272.00	272.00
1225 - POCONO TOWNSHIP 09.429.452	PO 6378    2018 ADDITIONAL KALAHARI EDU PURCHA Pocono Twp. Tapping Fee Pass Thru	1,215,000.00	1,215,000.00	1,215,000.00
TOTAL				1,269,977.60

Total to be paid from Fund 09 TOBYHANNA TWP SEWER DISTRICT NO. 1 FUND 1,269,977.60

1,269,977.60

**List of Bills - (30100101) ESSA - PUBLIC IMPROVEMENT FD  
PUBLIC IMPROVEMENT FUND**

Vendor	Description	Account	PO Payment	Check Total
1217 - JDM CONSULTANTS, LLC	PO 6373 MARCH 2018 ECONOMIC DEV CONSULTING		3,500.00	
30.463.313	ECONOMIC DEV-TT ECON DEV AUTHORITY	3,500.00		3,500.00
1245 - PENNONI	PO 6393 Balance of long Range Transportatio		15,182.16	
30.463.312	ECONOMIC DEV-POCONO SUMMIT	15,182.16		15,182.16
543 - UNIVERSAL TECHNICAL RESOURCE SVS.	PO 5955 537 Plan - Transferred from Coning		6,503.30	
30.413.310	537 SEWAGE PLANNING	6,503.30		6,503.30
30.463.312	PO 6389 TIME & MATERIALS BILL-2018 PA SMALL		2,514.88	
	ECONOMIC DEV-POCONO SUMMIT	2,514.88		9,018.18
TOTAL				27,700.34

Total to be paid from Fund 30 PUBLIC IMPROVEMENT FUND 27,700.34  
27,700.34

List of Bills - (35100107) ESSA - HIGHWAY AID  
HIGHWAY AID FUND

Vendor	Description	Account	PO Payment	Check Total
375 - LOCUST RIDGE QUARRY 35.432.239	PO 6395 Type 2 Anti-Skid ANTISKID	2,241.28	2,241.28	2,241.28
TOTAL				2,241.28
Total to be paid from Fund 35 HIGHWAY AID FUND			2,241.28	2,241.28

# Check Register - (65120103) SSB-NON UNIF PEN FUND CKG

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
3/01/2018	20180301	1412 MARK DEWITSKY	943.86			(Manual)
3/01/2018	20180301	326 JAMES WILSON	152.62			(Manual)
3/01/2018	20180301	636 THERESA A. DOUGHERTY	610.00			(Manual)
3/01/2018	20180301	332 JOHN BROGAN	951.26			(Manual)
3/29/2018	20180329	1412 MARK DEWITSKY	943.86			(Manual)
3/29/2018	20180329	326 JAMES WILSON	152.62			(Manual)
3/29/2018	20180329	636 THERESA A. DOUGHERTY	610.00			(Manual)

-----  
 4,364.22 Manual

=====  
 4,364.22