

RAPHO REPORTER

Winter 2017-18

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MUNICIPAL BUDGETING FOR BEGINNERS

The 2018 budget has been advertised and is ready for public review, with a planned adoption date of December 21.

Rapho Township has budgets for three funds — the General Fund, the State Fund, and the Capital Reserve Fund. We also update our Capital Projects Plan every year so that we can plan our public works projects for the next five years. All of these documents, along with a narrative, are available at raphotownship.com.

The Township pays most of our bills from the General Fund. All real estate and earned income tax revenue is deposited to the General Fund, as well as all fees and other types of payments. Departmental expenses paid through the General Fund include administration, code enforcement, public works, public safety, and public health services.

When we calculate the General Fund budget, one of our main sources of income, the real estate tax, must be set at a rate that can cover the planned expenses. Rapho Township had no real estate tax at all until 2012, when a rate was set to add contracted police services through the Manheim Borough Police Department and to increase the Township's financial support of our three volunteer fire companies. The real estate tax millage rate for the coming year is set when the budget is approved in December. Township real estate taxes are collected at the same time as the County taxes in the spring. They are listed as two separate items on your tax bill.

2018 is an unusual year for financial planning in Lancaster County, because of the Countywide reassessment. According to Lancaster County, which performed the reassessment, the Township's total proper-

ty values increased by 29.45%. To keep the funds we receive from real estate tax collection steady, we will lower our millage rate. Depending on the valuation change in your property, your property taxes could go down, go up, or remain unchanged, but the amount the Township collects will remain the same.

The State Fund is separated from the General Fund because all of the income for that fund comes from the state gas tax. The state's calculation is based on the miles of road maintained by the Township — currently more than 95 miles. These funds can only be used for road maintenance expenses. Expenses paid through the State Fund budget include road salt, traffic signal and sign maintenance, paving, and seal coating. Rapho Township also uses a significant amount of our general funds for road-related expenses.

One of the biggest items in our General Fund budget is a transfer from the General to the Capital Reserve Fund. We set aside this money for large capital projects, which are planned over a five-year period. In 2018, we plan to complete projects including pipe replacements on Shumaker and Orchard Roads, a road relocation project on North Colebrook Road, and paving on Esbshade Road, Baker Road, Robin Drive, and Alpha Court. We will also complete the Township office project and build a wash bay at the Public Works building. Looking ahead to 2019, we plan to improve the stormwater basin owned by the Township on Lefever Road and begin design for a bridge on Oak Tree Road.

Bills are approved at every public meeting of the Township Board of Supervisors and financial reports are reviewed regularly throughout the year.

WHAT IS STORMWATER AND WHY IS IT A CONCERN?

Stormwater is defined as the surface water produced as a result of heavy rain or a snowstorm. Stormwater that cannot soak into the ground because of impervious surfaces such as sidewalks, driveways, parking lots, roads, and rooftops is called “runoff”.

As stormwater flows over land, it picks up pollutants and debris such as spilled fuel, oils, greases, antifreeze, grass clippings, litter, animal waste, fertilizer, and pesticides. Runoff carries these pollutants into our local creeks, streams and other waterways that are the source of our drinking water. Polluted stormwater harms plants, fish, animals and people.

Municipal Separate Storm Sewer Systems (MS4) are curbs, gutters, ditches, pipes, tunnels, catch basins, and storm drains owned and maintained by a municipality. The state requires the Township to have policies and projects that protect water quality and reduce flooding.

IF I HAVE A STORMWATER FACILITY, HOW DO I MAINTAIN IT?

Stormwater facilities are structures that capture, transport, slow down, or retain rain and snowmelt that flows over the ground.

Because impervious surfaces such as driveways, sidewalks, and roofs prevent stormwater from absorbing into the ground, stormwater facilities capture runoff and carry it to proper locations, removing pollutants from the water as it flows.



Trash, debris, sediment, mud, and other stormwater pollutants can clog stormwater facilities. Proper and regular maintenance is essential to prolong the life of the facility, prevent failure and expensive repairs, and reduce water pollution.

Property owners are responsible for any facilities on their property.

- * Remove trash/debris from drainage swales and keep area mowed to about 3 inches in height.
- * Remove trash/debris from rock-lined facilities and replace rocks.
- * Vacuum porous pavement to remove leaves/grass. Do not pressure wash porous pavement.
- * Remove trash/debris from detention and retention basin pipes and clean out accumulated sediment.
- * Check storm drains for debris before and after storms.
- * Remove trash and debris from inlet/outlet facilities so water can enter and exit as designed.

HOW MUCH DO YOU KNOW ABOUT NUTRIENT POLLUTION?

When there is too much nitrogen and phosphorus in the water, it is polluted by nutrients. Nutrient pollution can lead to the excessive growth of algae in water bodies and can give off toxins that can kill aquatic life. Algae can block precious sunlight from reaching underwater plants. When the plants die, the decay process consumes large amounts of oxygen in the water. When the oxygen has been used up, the area becomes a “dead zone” where no aquatic life can exist.

Too much algae can be poisonous to humans, harming digestive, respiratory, or neurological systems. It can also cause skin rashes. Drinking water with high levels of nitrogen (especially from wells) can be dangerous and can cause excessive nitrates in the bloodstream. This interferes with the blood carrying oxygen, which can lead to blue baby syndrome.



To do your part to keep excess nitrogen and phosphorus from entering our streams and waterways, do not dump grass clippings in or near a stormwater drain or drainage swale. Fertilize only when necessary and pick up pet waste and properly dispose of it. Have your on-lot sanitary sewage system regularly inspected and pumped out. Wash your car at a commercial car wash where the water is collected, or wash on your lawn instead of your driveway to keep sudsy water from running into the storm drains.

WHAT IS SEDIMENT POLLUTION?

Sediment pollution is loose sand, clay, silt, and other particles that settle at the bottom of a body of water from soil erosion. It includes decomposing plants and animals that are transported and deposited by wind and water.

Sediment can be harmful because it blocks stormwater drains and pipes, which increases potential for flooding. It causes cloudy, murky water that harms native vegetation and aquatic life. Sediment also carries nutrients that can activate algae.

You can help by sweeping sidewalks instead of using a hose where sediment could access stormwater drains. Avoid mowing within 10-25 feet from the edge of a stream. Low maintenance along the stream will help to create a vegetative buffer zone to help filter sediment from stormwater. Promote environmental education with people in your community. Join a local watershed group like the Chiques Creek Watershed Alliance and attend their events.

IMPORTANT PHONE NUMBERS

Township Office - (717) 665-3827

County Control - 911

Manheim Borough Police non-emergency
(717) 665-2481

Sewage Enforcement Officer - (717) 653-1008

MEETING DATES AND TIMES

Board of Supervisors—1st & 3rd Thurs., 7:30 pm

BOS Work Session—6:00 pm Thurs. prior to
BOS meeting which follows the PC meeting

Planning Commission — First Mon. at 7 pm

Zoning Hearing Board—First Tues. at 7:30 pm

WHEN A FIRE HAPPENS, EVERY SECOND COUNTS!

If you've ever had the scare of witnessing a fire, you know how quickly it can burn. Here are reminders of how to be prepared in a fire emergency:

- * Plan two ways out, especially for sleeping areas
- * Install smoke alarms on every level and in each bedroom and make sure they are always operational
- * Have a map showing all doors & windows for escape
- * Make sure windows and doors unlock and open easily
- * Make sure house numbers are clearly visible
- * Choose a place for everyone to meet outside, away from harm
- * Practice your escape plan twice a year, including at night
- * Close doors behind you to prevent the spread of fire



Be prepared for a fire emergency. It could save your life!

RAPHO PARK PAVILIONS

There are five pavilions available for rent at Rapho Park (960 Strickler Road, Mount Joy). Each has picnic table seating and full access to the trails and other features of our park. There are two small pavilions with silo roofs inside the playground area. There are two pavilions decorated with shamrocks in tribute to the Scots-Irish heritage of Rapho Township. The small Shamrock Pavilion is connected to the restroom facilities and the concession stand, which has a full kitchen. The large Shamrock Pavilion has more space for guest seating and a view of the playground. The newest pavilion is called the Hoop Coop, which is adjacent to the basketball courts. Residents who need space for an outdoor event are able to reserve the pavilions by downloading a contract at rapho-township.com and calling the Township office to determine the availability of the pavilion. In 2017, the pavilions were rented 111 times! When a pavilion is reserved, a sign is posted by our staff. If you are visiting the park and no sign is posted, the pavilions are available for general use. Reservations are accepted beginning February 1 for 2018.

NO WINTER MAINTENANCE AT PARKS

If you intend to do some walking on the park trails this winter, please note that the walking trails are not cleared. No winter maintenance is provided at the Rapho Township Park, or at Mummau Park on Route 772 in Manheim, which is partially located in Rapho. While the parks are open, you are at your own risk if you decide to enter and walk the paths or use the play areas.



If you do visit Mummau or Logan Park when trails are safe, take a look at the informational signage and admire the work that was completed with the help of several government grants over several years to create a better water quality and aquatic habitat. The projects created a more meandering stream which slows the water flow during heavy rains and also adds volume and increased capacity due to widened, more dish-like stream banks. This method also helps eliminate undermining and erosion of the stream banks.

WITH WINTER WEATHER ON THE WAY...

The Township is ready for winter weather, with a huge new salt storage shed that will allow our Public Works crew to load salt under cover. Our crew works efficiently and uses resources wisely in the maintenance of our roads. To help us do our jobs, please follow some basic guidelines:

- * Do not attempt to pass salt or plow trucks, even when they are moving slowly.
- * Avoid parking on the street, if possible.
- * Clear an area ahead of your driveway opening to allow the snow plow to unload before it reaches the driveway opening. Plows cannot be lifted at driveways.
- * Be aware that snow removal continues after precipitation has stopped as we work to widen the cleared area.
- * Do not throw, blow, or plow snow into the street.
- * Remove snow and ice from the sidewalk along your property within 24 hours after precipitation has stopped.
- * Clear snow from fire hydrants near your property.
- * Avoid storm water pollution during the winter months by considering alternatives to road salt like potassium acetate (KA) or sand.
- * Do not hose down your car or your garage on a mild winter day. Residue left from road salt, oil, gas, and other road pollutants drip from your car, and are flushed into the storm sewer system. Use a car wash instead.
- * Clear snow and ice from storm water inlets to allow water to drain.



DOES MY PROJECT REQUIRE A STORMWATER PERMIT?

Due to state stormwater regulations, Rapho Township has developed stormwater requirements for new construction. Any project that involves earth disturbance must be evaluated to see if it complies with these standards. Residential projects that disturb less than 5,000 square feet and involve less than 1,000 square feet of new impervious cover, like patios and sheds, may be eligible for a stormwater exemption. Nonresidential projects and projects disturbing more than 5,000 square feet but less than 1 acre, and exceeding 1,000 square feet of new impervious coverage, such as home additions and farm structures generally require a "Minor Land Disturbance" permit. Township staff and consulting engineers can assist property owners with calculations to offset the project for a minor disturbance. Larger projects may qualify as a "Major Land Disturbance", depending on the size of the project, the size of the property, and how close the work is to water, a property line, or a steep slope. All projects exceeding one acre of disturbance will require a major land disturbance permit, with a fully engineered plan. Owners or contractors should apply for a stormwater permit or exemption at the same time as they submit a building or zoning permit application.

TIME TO PUMP YOUR SEPTIC SYSTEM

If your property is located in Elm Tree District 2, you must have your septic system pumped by the end of the year. Check with your septic hauler to make sure they complete the proper form to be submitted to the Township.

RAPHO TOWNSHIP

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MANHEIM PA 17545
Phone: 717-665-3827 Fax: 717-665-7685

Presort
insignia

Sara Gibson - Township Manager
manager@raphotownship.com
Dave Eggert - Zoning Officer
zoning@raphotownship.com
Melva Kready - Tax Collector
melva@raphotownship.com
John Haldeman - Public Works Director
roadmaster@raphotownship.com
Ena Marie Banks - Recycling Coordinator
enamarie@raphotownship.com
Lindsey Brenner -- Bookkeeper
lindsey@raphotownship.com

Visit our new website at
www.raphotownship.com

RECYCLING CORNER

RECYCLING TIP

Make it a rule to throw nothing into the trash until you've attempted to "re-gift" it for a good cause. Donations of food, clothing, toiletries, and household goods may be welcomed at local charities. Donate non-perishable food items, clothes that no longer fit, scented soaps and toiletries, and unwanted furniture. To donate clothing, try the recycling box at H & M (<http://www.hm.com/us/>) when you're at the mall, contact the Matthew 25 Thrift Shop in Lititz, or use the Community Aid box at Rapho Park. Be sure to contact charities before delivering items to them that they may not need.

YARD WASTE FACILITY

If you have not yet purchased a **key fob** for the yard waste facility and you have fall leaves or branches to dispose of, you can still buy one for \$5.00 at the Township's temporary office. Beginning on January 2 you can stop by to renew your fob or just mail us \$5.00 payable to Rapho Township, and we will reactivate your fob. **On January 31**, all currently activated key fobs will expire. Do not throw away your current key fob. You do not have to bring the fob to the Township office to renew it. We appreciate that our 900+ facility users are following the signs at the site for disposal of loose leaves, bagged leaves and woody waste.



Christmas trees — The gate to the yard waste facility will stay open for disposal of Christmas trees during daylight hours from December 26 through January 7. Penn Waste customers can place their trees at curbside on January 20. Double check your tree to be sure there are no tinsel, lights, or ornaments on it before you dispose of it.



RECYCLING FACT



Remember that colored glass food and beverage containers **are** recyclables. Be sure to rinse out the containers before you put them in your recycling bin. Light bulbs, strings of lights, drinking glasses, broken glass, and mirrors are **not** recyclables. You can drop off your CFL light bulbs at the Township office for recycling!



No burning of trash or recyclable materials, including yard waste, is permitted in Rapho Township!