

PETERS TOWNSHIP,  
PENNSYLVANIA

# 2023 CITIZEN'S FINANCIAL REPORT



## PETERS TOWNSHIP POLICE DEPARTMENT



# LETTER FROM THE ASSISTANT TOWNSHIP MANAGER

TRACEY EAKIN

I am pleased to present the Peters Township Citizen's Financial Report for the fiscal year ending December 31, 2023. This financial report is designed to convey important financial information to the residents of Peters Township in a reader-friendly and concise manner to provide transparency and accountability. The Citizen's Financial Report is suitable for those who prefer an overview or summary of the Township's government and its financial condition.

Peters Township exhibited strong financial performance in 2023. At a high level, the Township realized \$27.9 million in revenue, a \$1.4 million or 5.5% increase from 2022. Expenses incurred totaled \$26.6 million, a \$2.3 million or 9.5% increase year-over-year. Despite expenses outpacing revenue growth for the same period, our net position increased by \$1.3 million, bringing it to \$51.3 million at year-end. In 2023, \$6.1 million was invested in our Township in the form of capital expenditures.

As stewards of the Township's assets, Council members and staff strive to earn your confidence and trust in managing the financial affairs of Peters Township. This entails thoughtfully building a prudent financial plan and budget based on sound financial principles carefully decided upon for the betterment of the Township. As expected, we must continually weigh the costs and benefits of competing priorities, recognizing that we must hold ourselves accountable to the finite resources we have to allocate while remaining flexible to the ever changing economic and business conditions we invariably face.

Adherence to a budget is not always easy, and as external conditions impact the Township, priorities may change. Remaining agile, but not letting unexpected factors derail the thoughtful planning that took place when the budget was created, is essential. 2023 performance compared to the budget exemplifies this restraint.

The focus of the 2023 Citizen's Financial Report is the Peters Township Police Department. Before joining the Township, I did not appreciate how fortunate we are as residents to have a police department that is accredited by the Pennsylvania Law Enforcement Accreditation Commission, an arm of the Pennsylvania Chiefs of Police. We are one of only 167 agencies that have achieved and maintained our accredited status in Pennsylvania.

The accreditation program was introduced in July 2001 with the goal of helping institutions evaluate and improve their overall performance by promulgating clearly articulated, high standards of operation and training departments to analyze and adapt their existing operations to meet these standards. There are currently 139 points of proof that must be demonstrated and documented before an independent team of professionals in this field determines if the agency has met this objective and recommends them for accreditation/re-accreditation.

Since the program began, over 375 agencies out of approximately 1100 Pennsylvania police departments have been credentialed, but we are one of only 167 who have maintained that status. We originally received this designation in 2019 and were recertified in 2022.

Our police department also meets and exceeds training requirements. For our officers to maintain their certification, they must undergo 12 hours of training per quarter. Our police force commits to approximately double that amount. This includes comprehensive training provided by a seasoned police officer/attorney on current case law and how it is to be practically applied in the field.

The Peters Township police force actively participates in the South Hills Area Council of Governments (SHACOG). The Chiefs of Police from 23 municipalities meet monthly to discuss best practices and how they can leverage their cooperative efforts to achieve more together than they could independently. Their collaborative efforts help to better protect residents and deter serious criminal incidents by implementing unified strategies and maximizing communications between municipalities.

We have a very talented and experienced workforce that lends their expertise to several state and federal task forces including the Pennsylvania State Police Western Regional Auto Theft Task Force, the Washington County Driving Under the Influence Task Force, and the Food and Drug Administration Task Force.

I have been a Peters Township resident for twenty years, and I know I sleep better at night knowing that this elite team of professionals is guarding the safety of our families, our community businesses, and our property.

The Citizen's Financial Report is designed to supplement, not to replace, the Peters Township Annual Comprehensive Financial Report (ACFR). The ACFR provides detailed reporting of the Township's financial position and operating activities each year, presented in conformity with generally accepted accounting principles. Due to the summary nature of the Citizen's Financial Report, it is not intended to conform to these standards. For those wishing to review the Peters Township ACFR, it can be found on the Township's website, [www.peterstownship.com](http://www.peterstownship.com), at the library, or in the municipal building.

If you have questions or concerns regarding this report or any other matter, feel free to reach out to me at 724.942.5045 or [teakin@peterstownship.com](mailto:teakin@peterstownship.com).

Sincerely,

Tracey Eakin  
Assistant Township Manager



# PETERS TOWNSHIP COUNCIL

## COUNCIL MEMBERS

Peters Township, a home rule community, is governed by a seven-member Council. Council members are elected for a four-year term. Four of the Council members are elected by district, and three Council members are elected at-large. Our current members are:



Frank Arcuri



Frank Kosir, Jr.



Robert Lewis



Tom Piroso  
Chairman



Matt Rost



Allison Shanafelt



Gary Stiegel, Jr.  
Vice Chairman

## PROFILE OF GOVERNMENT

Peters Township is a general unit of local government and, as such, provides a wide variety of public services. These services include:

- Police Protection
- Fire Protection
- Road Maintenance
- Planning
- Zoning/Code Enforcement
- Parks and Recreation
- Library
- Community Television

The Township operates through the authority granted to it by the Peters Township Home Rule Charter. The Charter provides that the Township be governed by a

seven-member elected Council. The Council is vested with a broad range of policy-making powers. To assist the Council in the formation of policy, a variety of Boards have been created:

- Planning Commission
- Zoning Hearing Board
- Park and Recreation Board
- Cable Television Board
- Environmental Quality Board
- Library Board
- Youth Commission
- Construction Appeals Board

Day-to-day administration is the responsibility of the Township Manager.

Council appoints the Manager for an indeterminate period. The Township Manager, in turn, recommends to Council the appointment of all department heads.

The Peters Township organizational chart provides a visual representation of the Township's structure. The current chart is published in the 2024 Operating Budget and Capital Improvement Plan as well as the current Annual Comprehensive Financial Report, both of which are available on the Township's web site.

## FINANCIAL PRINCIPLES AND POLICIES

Oxford Languages' English dictionary defines a principle as a fundamental truth or proposition that serves as the foundation for a system of belief or behavior or for a chain of reasoning. Every financial decision made by the Township is guided by the following enduring principles:

- Provide a revenue structure that is dynamic and diverse to enable the Township to deliver services that residents and businesses need and desire.
- Maintain a strong credit rating.
- Deliver quality services to residents and businesses in a cost-effective manner.
- Provide skilled financial management that ensures that budgeting, accounting, and auditing processes comply with recognized standards, provide appropriate internal controls, encourage public involvement, are transparent, and provide the information necessary to make informed, prudent decisions.

Peters Township has also adopted financial policies designed to set parameters for decisions and actions for the Township. These financial policies are grounded in the aforementioned financial principles which guide all our decisions. These policies fall into six categories: budget, revenue, expenditure, debt, investment and accounting/auditing/financial reporting. These policies are reviewed annually and are incorporated into our annual operating budget and capital improvement plan, which can be found on our website, at the library, or in the municipal building. The Township encourages residents to visit [peterstownship.com/budget](http://peterstownship.com/budget) to view the 2024 Annual Operating Budget and Capital Improvement Plan, as well as previous year's versions. There are many opportunities throughout the year to provide Council and Staff input on the budget and capital improvement plan, along with input on the financial goals and policies, most notable being the budget public hearing which takes place annually in November.

The ability of any municipal government to achieve its goals is fundamentally determined by the municipality's capacity to raise the funds needed to meet the needs and desires of its residents and businesses. In the case of Peters Township, these funds are derived from a variety of sources.

In 2023, 57% of Peters Township's total revenues of \$27,944,670 were derived from taxes. This compares with 61% in 2022 and 68% in 2021. In 2023, the Township collected \$15,880,548 in taxes. Of the taxes levied, earned income tax and real estate tax are the most significant.

The earned income tax is a one-half of one percent (0.5%) tax levied against the wages earned by Township residents. In 2023, earned income tax accounted for \$7,574,933 or 48% of the taxes levied for general government functions. This is the result of a strong labor market, higher wages, and an increase in the Township population. This represents the highest year of earned income tax collection on record. Earned income tax revenue was \$293,502 or 4% higher than 2022, the previous record high year.

The real estate tax is a tax levied against the assessed valuation of property located within the Township. The valuation of all taxable real estate in Peters Township in 2023 was \$3,365,588,270, up \$19,059,052 from last year. The 2023 real estate tax rate remained at 1.7 mils after having been raised in 2022 from 1.622 mils in 2021. 2023 real estate tax receipts were \$5,680,326 or 36% of total tax revenue. This represented a \$65,554 or 1% increase over 2022 receipts.

Real estate transfer tax is levied on the value of property in Peters Township whose ownership is transferred. The Township levy is one percent (1%) of the value of the property transferred. The tax is collected by the Washington County Recorder of Deeds who charges a two percent (2%) collection fee. In 2023, the Township collected \$2,155,288 in transfer taxes, or 14% of total tax revenue. 2023 real estate transfer tax revenue was \$741,456 or 26% lower than the prior year and was more in line with what we experienced in 2020. 2021 and 2022 were both record-setting years in the Township's history for the collection of transfer tax.

In 2023, the Township collected \$12,064,122 from non-tax sources, representing 43% of the total revenue realized last year and an increase of \$1.8 million or 18% compared to 2022 non-tax revenue. 2022 was also a strong year for this source of income primarily due to the receipt of funds from the American Rescue Plan Act. Last year, investment earnings had the most significant increase, \$833,468, primarily due to the increase in interest rates and the resulting interest income earned on our investments.

In 2023, \$5,892,551 was received in the form of grants. Thanks to the diligent participation of our police force on the Food and Drug Administration Task Force, we were the recipient of U.S. Department of Justice Equitable Sharing Program funds totaling \$3,677,793. However, government accounting standards dictate that only the portion spent in a given year is recognized as income, \$982,200 in 2023, with the remainder booked as deferred revenue and to be spent in subsequent years. This funding has enabled our police department to acquire the equipment which enhances their ability to protect persons and property from harm.

### Selected Historical Revenue

|                          | 2023       | 2022       | 2021       |
|--------------------------|------------|------------|------------|
| Earned Income Tax        | 7,574,933  | 7,281,431  | 6,858,697  |
| Real Estate Tax          | 5,680,326  | 5,614,772  | 5,248,493  |
| Real Estate Transfer Tax | 2,155,288  | 2,896,744  | 2,828,118  |
| Other Taxes              | 470,001    | 458,243    | 417,553    |
| Total Tax Revenue        | 15,880,548 | 16,251,190 | 15,352,861 |
| Charges for Services     | 4,791,230  | 4,194,768  | 4,043,676  |
| Investment Earnings      | 1,128,927  | 295,459    | 20,817     |
| Grants                   | 5,892,551  | 5,192,901  | 2,705,419  |
| Miscellaneous Revenue    | 251,414    | 563,186    | 396,300    |
| Total Non-Tax Revenue    | 12,064,122 | 10,246,314 | 7,166,212  |
| Total Revenue            | 27,944,670 | 26,497,504 | 22,519,073 |

An important ongoing source of grant funding for Peters Township is the Pennsylvania State Liquid Fuels Program. Under this program, the state provides individual municipalities with a portion of the monies derived through the imposition of a statewide gasoline tax. In 2023, the Township received \$778,325 in Liquid Fuels funds.

The Township receives funds from several state programs, including two block grants: the Local Share Assessment Program, by which the Township receives funds from state gaming tax, and the Gas Well Impact Fee Program, which provides local municipalities affected by unconventional gas drilling activities a share of funds to offset local impacts. The Peters Township Council has designated that funds from both state block grants be used to finance capital improvements. In addition, the Township receives funds under the Foreign Fire Fund Program that are mandated by the Commonwealth of Pennsylvania to be turned over to the Peters Township Volunteer Fire Company Relief Association. The Relief Association utilizes these funds to acquire and maintain firefighting equipment and personal protection gear. Finally, the Foreign Casualty Insurance Program provides funds to help offset local public employee pension costs. The amount received does not cover all pension expenses; the difference is made up by the general fund and employee contributions.

Charges for services in 2023 were \$4,791,230, \$596,462 or 14% higher than the year before. It is the Township's policy, whenever possible, to assess fees to the users of specialized services sufficient to cover their cost. Zoning and building permit fees offset the cost of municipal services associated with development activity. The costs of recreation activities are largely covered by program fees. The largest source of income from fees is related to the collection and disposal of solid waste and recycling. In 2023, fees for solid waste and recycling totaled \$2,230,421. These fees are intended to cover 100% of the cost of solid waste collection and disposal.

# EXPENDITURES

## WHAT THE MONEY IS USED FOR

All municipal governments, by way of their budgeting process, define an action plan for achieving goals and objectives by allocating funds between a variety of competing programs. As a general unit of local government, Peters Township provides a wide variety of public services. These services are grouped into one of five categories:

- General Government
- Protection to Persons and Property
- Public Works
- Culture and Recreation
- Interest on Debt

Total expenses for all programs in 2023 were \$26,557,195, an increase of \$2,298,250 or 10% over the prior year.

General government, which includes administration, engineering, municipal complex maintenance, information technology, legal services, and the Township Council, represented 10% of all expenses in 2023. General government's expenses remained relatively flat year-over-year, experiencing an \$11,199 or 0.4% increase.

In 2023, \$9,499,409, or 36% of all expenses, was spent for Protection to Persons and Property, and includes police, fire, emergency medical services, planning/zoning/building inspection, and animal control. Expenses for this sector increased by \$1 million or 12% when compared to 2022. In 2023, fire station #3 became fully operational, the police department expensed federally funded and approved Equitable Sharing Funds, and we began staffing School Resource Officers in every elementary, middle, and high school facility.

Public Works expenses in 2023 totaled \$8,226,207, or 31% of all expenses. This program's expenses increased \$460,521 or 6% over the prior year. Of this total, \$2,286,821 represents the cost associated

### Selected Historical Expenses by Program

|                                  | 2023       | 2022       | 2021       |
|----------------------------------|------------|------------|------------|
| General Government               | 2,737,867  | 2,726,668  | 2,414,532  |
| Protection to Persons & Property | 9,499,409  | 8,462,709  | 6,984,698  |
| Public Works                     | 8,226,207  | 7,765,686  | 7,024,211  |
| Culture & Recreation             | 5,020,665  | 4,454,758  | 3,853,253  |
| Interest on Debt                 | 1,073,047  | 849,124    | 619,572    |
| Total Expenses                   | 26,557,195 | 24,258,945 | 20,896,266 |

with the collection and disposal of solid waste and recyclables. This service is performed under contract with Waste Management through the South Hills Council of Governments. The remainder represents the cost, including staff, to maintain the Township's roads, storm sewers, parks, and Township buildings and vehicles.

Programs under the category of Culture and Recreation include the Peters Township Library, Parks and Recreation, and Peters Township Community Television. In 2023, Culture and Recreation incurred \$5,020,665 expenses, or 19% of all expenses. This was also an increase over prior year expenditures by \$565,907 or 13%. In 2023, Rolling Hills Park opened and the tennis center program expanded. We also replaced the main electrical breaker at the Community Recreation Center, performed a deep clean of the tennis bubble when it was taken down at the end of the winter tennis season, and replaced many of the tennis center lights.

## 2023 CAPITAL IMPROVEMENT PROGRAM

Capital improvements totaling \$6,079,634 were completed last year including:

- Portions of 22 Peters Township roads were resurfaced, Longvue Drive was widened, drained, and paved, and inlet frames and grates were replaced at a cost of \$2,302,144.
- With financial assistance from the Equitable Sharing Program, the police department was able to purchase and upfit four vehicles (\$218,798), in-car computers (\$127,613), ballistic shields (\$118,960), cell phone decryption software (\$113,646), accident reconstruction equipment (\$111,263), virtual reality training system (\$69,500), vehicle and SWAT radios (\$66,512), complete station renovations (\$55,924), in-car cameras (\$38,641), gas masks (\$20,490), and bullet-proof vests (\$17,380).
- \$786,099 was spent to protect and repair our township storm sewer system.
- The main Public Works building was renovated to appropriately accommodate the Public Works staff. The project cost \$409,134.
- \$385,213 was invested in park improvements.
- Four Public Works vehicles, all between 10 and 13 years old, were replaced and a new Ventrac tractor was purchased for park mowing at a cost of \$372,316.
- The 17-year-old HME Pumper that served as the second-out pumper from Fire Station #1 was replaced for \$241,845. This replacement can be utilized as the first-out engine from any fire station.
- Remaining construction expenses for the new fire station totaled \$223,067.
- The Community Recreation Center received \$155,067 worth of work in the form of flooring replacement, gym repainting, and gym/track padding replacement.
- \$101,678 of technology upgrades were made in 2023.
- \$78,320 was used to improve signal intersection pavement markings and replace traffic signs.
- The Planning department continued the digitization of its documents at a cost of \$24,828.
- An air conditioning unit for the library server room was purchased and installed for \$13,750.
- Fiber optic cable needed to be relocated to accommodate the new Valley Brook/Bebout Roads roundabout at a cost of \$10,549.

# ASSETS AND DEBT

## STATEMENT OF NET POSITION

The Statement of Net Position demonstrates the healthy financial condition of Peters Township as of December 31, 2023. Net position is the difference between our assets plus deferred outflows and our liabilities plus deferred inflows. It is similar to the for-profit concept of equity and represents accumulated resources. Deferred outflows mainly represent differences between expected and actual pension payouts, as well as deferred charges on bond refunding, while deferred inflows are net differences between expected and net investment income related to pensions.

The net position of the Township was \$51,329,857 at the close of 2023. The Statement of Net Position as depicted here is a summary overview. For greater detail, please refer to the Peters Township Annual Comprehensive Financial Report which is available on the Township website, at the library, or in the municipal building.

|                                | As of<br>12/31/23   | As of<br>12/31/22 | As of<br>12/31/21 |
|--------------------------------|---------------------|-------------------|-------------------|
| <b>Assets</b>                  |                     |                   |                   |
| Current and Other Assets       | 21,435,039          | 20,816,386        | 15,556,505        |
| Capital Assets                 | 67,843,832          | 66,198,782        | 61,027,105        |
| Total Assets                   | <u>89,278,871</u>   | <u>87,015,168</u> | <u>76,583,610</u> |
| Deferred Outflows of Resources | 5,043,364 *         | 5,088,247         | 2,338,446         |
| <b>Liabilities</b>             |                     |                   |                   |
| Current and Other Liabilities  | 4,352,019           | 2,416,801         | 3,523,978         |
| Long-Term Liabilities          | 37,540,169 *        | 38,624,105        | 25,384,112        |
| Total Liabilities              | <u>41,892,188</u>   | <u>41,040,906</u> | <u>28,908,090</u> |
| Deferred Inflows of Resources  | 1,100,190 *         | 1,120,127         | 2,310,143         |
| <b>Net Position</b>            | <u>51,329,857 *</u> | <u>49,942,382</u> | <u>47,703,823</u> |

\* Net pension liability and deferred outflows/inflows of resources related to pensions are not yet available. An estimate has been used instead.

## STATEMENT OF ACTIVITIES

The Statement of Activities reports all financial activity for the fiscal year ended December 31, 2023. The statement presents a summary overview of how the Township's net assets changed during the year as a result of all revenues realized and expenses incurred. For a more detailed view of financial activity, refer to the Peters Township Annual Comprehensive Financial Report which is available on the Township's website, at the library, or in the municipal building.

|                           | 2023             | 2022             | 2021             |
|---------------------------|------------------|------------------|------------------|
| Revenues                  | 27,944,670       | 26,497,504       | 22,519,073       |
| Expenses                  | 26,557,195       | 24,258,945       | 20,896,266       |
| Change in Net Position    | <u>1,387,475</u> | <u>2,238,559</u> | <u>1,622,807</u> |
| Net Position, January 1   | 49,942,382       | 47,703,823       | 46,081,016       |
| Net Position, December 31 | 51,329,857 *     | 49,942,382       | 47,703,823       |

\* Net pension liability and deferred outflows/inflows of resources related to pensions are not yet available. An estimate has been used instead.

## LONG-TERM DEBT

As of December 31, 2023, Peters Township had \$31,015,000 of debt outstanding in the form of general obligation bonds. This represents a decrease of \$920,000 or 3% compared with last year as the principal is paid down. The Township also had \$129,885 of debt outstanding in the form of notes payable, a decrease of \$41,676 from the prior year as principal is paid on that obligation as well. There are no outstanding capital leases.

Pennsylvania state law regulates the type and size of debt obligations available to municipalities. Non-electoral debt is comprised of notes and/or bonds that a Township issues directly without voter approval. State law limits non-electoral debt to 250% of the annual average of revenues collected over the past three

years. As of December 31, 2023, Peters Township's non-electoral debt limit was \$58,426,572. Non-electoral plus lease rental debt is limited to 350% of the annual average of revenues collected over the past three years, or \$81,797,201. It is the policy of Peters Township to limit debt service payments to less than 10% of available funds, defined as cash and current revenues. In 2023, debt service payments amounted to 5% of available funds.

In 2022, the Standard and Poor's rating service reviewed the Township financial information for the purpose of issuing a bond rating. Peters Township's bond rating remains at AA+. As a result, Peters Township bonds are investment grade and reflect the Township's strong financial capacity to meet its commitments.

The primary mission of the Peters Township Police Department is the protection of persons and property from harm. The department's 30 police officers and civilian support staff are devoted to this mission and organized around four primary program areas: Administration, Police Patrol, Investigations, and Community Services. The Police Department is administered by Chief of Police Joseph Glover and Captains Jason Brunetti and Judd Emery. Together they have been sworn police officers for over 58 years. Their administrative efforts are supported by two civilian employees who are responsible for the maintenance of the police records system as well as numerous other duties.

The Police Chief is responsible for the direct oversight and direction of the Police Department employees and coordination with the VFW Post 764 Emergency Medical Service and the Peters Township Fire Department. Under the direction of Captain Brunetti, the Police Patrol Program includes traffic enforcement, accident investigations, law enforcement, and criminal investigation. Patrol manpower is divided into four squads under the direct supervision of a sergeant. The Criminal Investigation unit is responsible for the investigation of serious crimes committed in Peters Township. Supervised by a sergeant, the unit works with victims in the pursuit of criminals. Detectives in this unit also act as investigative liaisons with other police departments as well as state and federal agencies.

In 2023, patrol officers issued over 4,100 traffic citations and warnings including 33 arrests for driving under the influence. Additionally, officers responded to over 5,800 calls for service from residents, businesses, and visitors to the Township. In 2023, 145 Part I Offenses were committed in Peters Township, a nearly 16 percent decrease from the previous year. Part I offenses are 10 specific offenses deemed to be serious and likely to be reported to police.

They include murder, rape, robbery, assault, burglary, theft, auto theft, and arson. In 2023, Part II offenses totaled 282, a 38 percent decrease from the previous year. Part II offenses are deemed to be less serious and include most property crimes. A large percentage of these offenses fell into three categories: criminal mischief, driving under the influence, and disorderly conduct

The Community Service / School Resource Unit is under the direction of Captain Emery. In the fall of 2012, a School Resource Officer was assigned to the high school for the first time. Over the years, a second SRO was assigned to the Middle School and in January, 2023, Peters Township Police assigned an officer to all Peters Township School District schools. This unit provides programs in all grade levels of the school district on a variety of topics including the DARE program. In addition, officers assigned to this unit provide crime prevention and community public relations programs to the community.

Peters Township Police Department is accredited by PLEAC, the Pennsylvania Law Enforcement Accreditation Commission, an arm of the Pennsylvania Chiefs of Police. We are 1 of only 167 agencies in Pennsylvania currently accredited. Captain Emery is our accreditation manager and works very hard to maintain our accreditation.

I would like to thank the residents and businesspeople of this community. I am constantly amazed at the encouragement and acts of kindness shown to the men and women of this department. Please know that this Department works hard every day to earn and keep your trust. I believe that I speak for all the men and women in this department when I say that it is an honor to work for the residents of this township.

 , Chief of Police



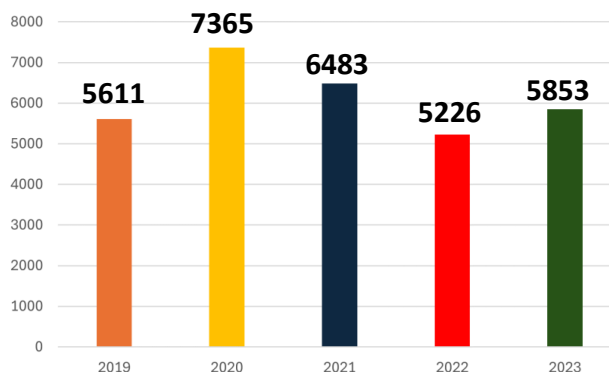
# CALLS FOR SERVICE (CFS) ANALYSIS

To better understand the analysis, it is important to clarify where call for services (CFS) numbers are derived from. CFS are a count of the written reports from PTPD officers. A written report can be initiated by several types of contacts; a 911 call, a walk in complaint, phone call report, or officer self-initiated. There's also a wide range of reasons a report is written; from creating a case to documenting that a road hazard was cleared. As the PTPD evolves with our fast growing township, procedures can be adjusted in regards to when a written report is required from officers. For example, in 2020, which generated the highest number of CFS in the past 5 years, officers were required to write daily reports for park checks. Although this is a normal police function that is done daily by officers, they are no longer required to write a report for it. Therefore, an increase or decrease in CFS does not always equate to there being fewer 911 calls.

## CFS by Year

In 2023, PTPD responded to a total of 5853 CFS, which represents a 12% increase from 2022 (5226 CFS in 2022).

64% of the CFS in 2023 occurred during daylight shift.



## Total Criminal Cases

In 2023 out of 5423 CFS there were 427 criminal cases. Criminal Cases are created if a CFS falls under one of the UCR categories. All cases are investigated to the full extent.

## THE POWER OF COMMUNITY POLICING IS IN THE RELATIONSHIP

The mission of the Peter's Township Police Department is to enhance the quality of life in Peters Township by working in partnership with our community to enforce the law, preserve peace, reduce fear and maintain order. The Peters Township Police Department is committed to providing efficient services to our community which include a proactive approach to community organizations. The entire community working together is essential for public safety. We believe that the more our residents engage with our officers, the safer our community will be. In addition to their daily routine and positive interaction with our residents, the PTPD conducted or participated in numerous community events including; police station tours, township events, school district events, parades, meet and greet sessions, our Church Liaison Program and many more.

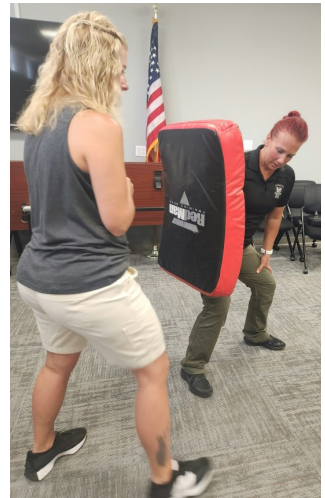




Participating in community events has become a staple within the Peters Township Police Department. Officers continue to engage with the community throughout the year. Annually, officers can be found at the Peters Township Community Day, Trunk or treat, super hero night and many more.

In addition to finding us participating in numerous community events, residents can take an opportunity to participate in programs put on by the Peters Township Police Department, programs include Citizen's Police Academy, Women's Self-Defense Class and Drug Take Back.

In July of 2023, the department implemented a Women's Self Defense Class offered to the residents of Peters Township. The class, which is 2 hours, is designed to teach situational awareness, basic self-defense skills and tactics, and empower women during emergency and potential life-threatening situations.



The Citizen's Police Academy program is designed to expand the citizen's knowledge and understanding of the law and explore police procedures. Participants are also taught the basics of criminal law with emphasis on the crimes code and vehicle code. The program includes patrol tactics, the processing of crimes scenes, interview and interrogation and many other subjects.

The National Prescription Drug Take Back Event is in partnership with the Drug Enforcement Agency (DEA) and aims to provide safe, convenient, and responsible disposing of prescription drugs, while also educating the general public about the potential for abuse of medications.



# SCHOOL RESOURCE OFFICER PROGRAM

The School Resource Officer (SRO) program was initiated at the beginning of the 2013 school year as a cooperative effort between the township and school district to enhance policing primarily at the high school level. The positive effects of this program have now extended to all the schools within the district. Officer Patrick Mazzotta is still assigned to The Peters Township Middle School, and in 2022, four new SROs were added to our school district. Officer Matthew Malloy is assigned to The Peters Township High School, Officer James Hughes is assigned to McMurray Elementary School, Officer Matthew Brand is assigned to Pleasant Valley Elementary School and Officer Mallory Jaryznka is assigned to Bower Hill Elementary School. Captain Judd Emery supervises the resource officers and act as the department liaison with the Peters Township School District.

In our efforts to maintain a safe and secure environment for our schools, we continue to work closely with the school district to build upon safety initiatives and develop progressive plans to assess and improve school safety. An analysis of police records in most areas indicate an increase in the number of police related incidents in public schools. This, combined with a review of the buildings, grounds and number of students, generally supports the need for additional SROs to adequately provide security for our schools. Further analysis suggests the structure and assignment of the personnel should include full-time SROs in our schools. In this structure, full-time SRO positions provide law enforcement and investigative services, crime prevention program development, school personnel training, student mentoring, conflict resolution, positive role modeling, drug and alcohol awareness program facilitation, new driver training, social media responsibility, law and justice class support, and D.A.R.E course instruction.



# DRUG ABUSE RESISTANCE EDUCATION (D.A.R.E.) PROGRAM

Launched in 1983, D.A.R.E. is a comprehensive K-12 education program taught in thousands of schools in America and 52 other countries. D.A.R.E. curricula addresses drugs, violence, bullying, internet safety, and other high-risk circumstances that today are too often a part of students' lives. [D.A.R.E. America, (2017, January 24). Retrieved from <http://www.dare.com>.] The D.A.R.E. program has been taught in the Peters Township School District since 1989.

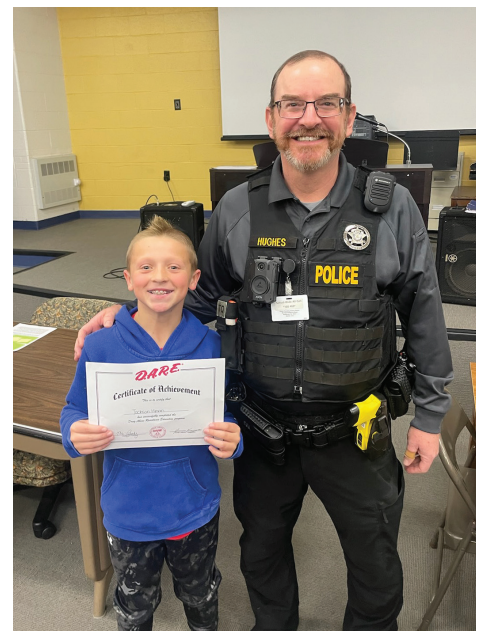
The fifth-grade lessons presented to each classroom are designed to prevent drug use. This is done by developing basic or core skills needed for safe and responsible choices. These skills extend beyond drugs to health and mature choices in life.

For the 2023-2024 school year, the total number of students taking part in the program were as follows:

341 students which included 7 D.A.R.E. Graduations

The curriculum is based on the Socio-Emotional Learning Theory and identifies fundamental, basic skills and developmental processes needed for healthy development. These include, self-awareness and management, responsible decision making, understanding others, relationship and communication skills and handling responsibilities and challenges. There are ten (10) lessons including the graduations.

In the fifth-grade program, all students must write an essay about what they have learned during the program. The best essay is chosen from each class and that student who wrote the essay is awarded a D.A.R.E. Lion. A second student is chosen as the Good Citizen winner in each class. This goes to the student who best participates in the lessons and are helpful to others in the school. They do what is asked the first time and follow the rules of the school.



**D.A.R.E.**

## GOVERNANCE

Council met on 31 occasions in 2023, including 24 regular meetings, 4 public hearings, and 7 workshops. Council adopted 14 ordinances and 30 resolutions. Council rebalanced the voting districts. This more evenly aligned the 8266 homes that were identified in the 2020 census. Council established the Council Member Internship Program which provides high school students with the opportunity to learn about local government and participate in the process.

Council adopted a zoning ordinance amendment, removing the conservation residential overlay zone from various undeveloped properties. Council approved grant applications for improvements to Peterswood Park and Elm Grove Park. Council adopted the 2024 operating budget and capital improvement plan. No tax increases were factored into the budget. An increase in the fees charged for solid waste collection was incorporated as a new five-year contract was approved with Waste Management. Council also awarded 38 bids, including the solid waste contract, Marlboro storm sewer project, new lighting for the baseball fields in Peterswood Park, and roadway paving.

## ENGINEERING

Many infrastructure upgrades were completed including rehabilitation of a storm sewer system on Marlboro Drive, the widening, draining, and paving of Longvue Drive, lining of storm sewer systems on Old Washington Road and Joyce Drives, and the annual road resurfacing contract. Other projects involved the refreshing of pavement markings at intersections on Route 19, the construction of a flexible pavement surface at the pedestrian path on Scarborough Lane, and the liaising with PennDOT for the roundabout at Valley Brook and Bebout. The numerous private land developments throughout Peters Township continue to take time from the engineering and planning departments to shepherd through to completion. Design and permitting is underway for Phase Two of Rolling Hills Park, improvements at Peterswood Park baseball field #2, and resurfacing of the municipal complex parking lot in 2024 and beyond.

## PARKS AND RECREATION

In August, a project took place at the Community Recreation Center that provided new flooring in the restrooms, hallway, and vestibule areas. The gymnasium portion of the facility was painted to give it a bright and clean look. David Brooks was hired as the new Parks and Recreation Director. Lisa Morris was promoted to the position of Assistant Parks and Recreation Director. A lot of planning behind the scenes has taken place for the following park projects: Rolling Hills Park Phase Two design, Rolling Hills Splash Pad Area design, and Peterswood Park Ballfields One and Two design. These projects are moving closer to the construction phase. We continue to see increased participation numbers for programs/events and Community Recreation Center memberships.

## POLICE

The Peters Township Police Department wished Chief of Police, Douglas Grimes a well-deserved retirement. He left the Department in December of 2023. He brought the Department up to standards with accreditation and made numerous policy and personnel changes. He will be greatly missed. Taking over is Joseph Glover, a long-time Peters Township resident, with 25 years of experience with the State Police and nearly 4 years with Peters Township Police.

The Police Department responded to 5853 calls for service in 2023. An analysis of the Department's Records Management System reveals there were 427 investigations undertaken in 2023. Of these investigations, 226 were cleared, either by the arrest of one or more persons, or by other means. Police officers made 4151 traffic contacts, issued 993 traffic citations, responded to 126 reportable accidents, and made 33 arrests for driving under the influence.

## FIRE

The department partnered with the National Weather Service as a Storm Ready Community. Crews started staffing Station #3 at 435 Bebout Road in Venetia. A Saber Pumper was placed into service at Station #3. It has the tools and capabilities to handle emergencies immediately. The Squads at Stations 2 & 3 now carry more appropriate tools for fire suppression, hazard mitigation, and emergency response.

The Fire Department responded to 1865 calls, of which medical response and structure alarms were the top sources. There were 295 fire inspections and 406 fire/life safety community education and outreach programs. Our team completed 230 child safety car seat checks & installations and conducted over 40 CPR classes. The Department also provided certified CPR training. The department is fortunate to have the continued involvement of our 30 Volunteers. Volunteers worked 4330 volunteer duty shift hours. The Volunteer on Duty program allows our volunteers to work shifts alongside our career personnel providing extra staffing, training opportunities, and improved operational readiness to better serve the community.

## LIBRARY

In 2023, 18,000 community members attend library programs, a 17% increase in program attendance over 2022. In 2023, the library handed out 1500 program kits, signed 3600 patrons into study rooms, checked out 1600 seed library packets, created library cards for 1500 new patrons, and welcomed more than 110,000 patrons into the library. Peters Township Public Library (PTPL) circulated more than 327,000 items in 2023, both digitally and physically.

The library offered 40 additional programs in the spring with funding from a grant. Read Local Eat

Local was held, welcoming 350 individuals who visited local authors and food trucks. The Youth Service Department made 25 visits to local preschools, daycares, and classrooms. PTPL remained the highest circulating library in Washington County in 2023. More than 800 people watched local history programs produced by the PTPL Archives, and employee Margaret Deitzer sadly retired from the Archives after 25 years of service to the library. A new Technology and Makerspace Librarian, Sarah Quinn, was also hired.

## COMMUNITY TELEVISION

Peters Township Community Television (PTCT) and its volunteers created 648 video programs, a 14% increase over the previous year. In addition to 426 studio productions of talk shows, the station was also home to 80 Peters Township High School sports broadcasts, 25 Council meetings & public hearings, 11 Planning Commission Meetings, and 10 Summer Concerts in the Park series shows put on by the Parks & Recreation Department in Peterswood Park.

Online viewership hit all-time highs for the station, as PTCT programs were viewed online 82,560 times. PTCT staff worked with Township departments to create and highlight projects and opportunities through both photos and videos, including an Employee Spotlight video series, the 2024 Garbage & Recycling Changes video, video renovation updates at the Public Works garage and Community Recreation Center, and photos of the Fire Department Open House.

## PLANNING

The Planning Department hired several new staff members. The department hired a Planning Director, an Assistant Director, and two administrative assistants. Peters Township has also opted to provide building permit plan review services through a third party. Professional Code Services (PCS) has been selected to review building permit plans for residential and commercial construction projects. Applications for building permits are still received by department staff and the issuance of permits and subsequent inspections are handled by the department. PCS just handles the middle permit process step: plan reviews.

The Planning Department saw a high volume of development, building, and construction activity last year. Three residential developments began construction and three more were approved with their construction expected to begin in 2024. The Township issued 322 building permits for projects ranging from new homes and commercial buildings to building additions, garages, decks, pools, generators, interior alterations, etc. Alongside building permits, the Township also issues zoning permits for fences, home occupations, signs, small sheds (under 120 square feet), etc. In 2023, the Township issued 143 such permits, three-quarters of which were for fences and small sheds.