

## PUBLIC BOARD MEETING MINUTES

November 11, 2021

Chairperson Hickey called the meeting to order at 7:04 p.m.

### ATTENDANCE:

Supervisors Present:

Rosa Hickey - Chairperson  
Steven Harlacher – Vice-Chairman  
Dave Markel – Supervisor  
(Remotely)

Staff Present:

Kelly Kelch – Township Manager  
Lori Trimmer – Parks & Recreation  
Keith Whittaker – Finance Director  
Clif Laughman – Fire Chief  
John Hanuska – Police Lieutenant  
Rainer Niedorest – Engineer  
Rachelle Sampere- Zoning Officer  
Andrew Herrold – Solicitor  
Steve Callahan – Public Works  
Laura Mummert – Stenographer

### CALL TO ORDER:

The Pledge of Allegiance was recited.

### EXECUTIVE SESSION:

Chairperson Hickey announced there was an Executive Session that took place prior to tonight's meeting to discuss personnel issues. No action was taken.

### PUBLIC COMMENT:

None.

**APPROVAL OF MINUTES:**

A. The minutes of the October 28, 2021 Public Board Meeting were provided for approval. Motion to approve the Public Meeting Minutes of October 28, 2021 as presented.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

**OPEN FLOOR DISCUSSION:**

No discussion was made.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

A. PREPARE 2021 AUDIT ADVERTISEMENT: Motion to approve authorizing the advertisement of MaherDuessel, CPA to prepare the 2021 audit report and financial statement in place of elected Board of Auditors.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

B. 2022 GENERAL FUND BUDGET: Finance Director Whittaker gave a presentation to the Board highlighting certain areas, and alerting the Board and public that there will not be a tax increase for the 2022 year. No questions were asked. Motion to approve the advertisement for adoption of the 2022 General Fund Budget for adoption at the December 16, 2021 meeting.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

C. AUTHORIZE ADVERTISEMENT FOR RE-ORG MEETING AND AUDITOR'S

MEETING: Motion to approve authorizing advertisement of the Re-Organization meeting for 2022 as January 3rd at 7:30 a.m. and to authorize advertisement of the Township Auditor's meeting as January 4th at 4 p.m.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

D. PREVENTATIVE MAINTENANCE AGREEMENT: Motion to approve entering into a Generator Preventative Maintenance Agreement with Winter Engine generator Service, Inc. This agreement is for one (1) year, at a cost of \$3,085.00.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

E. AUTHORIZATION OF SUPERVISORS BOOT CAMP: Motion to approve a request from Supervisor Elect Ruman to register for PSATS Supervisor "Boot Camp" class for newly elected Supervisors.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

F. APPLICATION OF PAYMENT: Motion to approve application for payment #5 to PSI Pumping Solutions, Inc. for the Adams Street Pump Station Project in the amount of \$11,624.80.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

G. T-846 - MAINTENANCE GUARANTY RELEASE FOR FINAL LAND DEVELOPMENT PLAN

FOR APPLE HONDA - Motion to approve a request from Site Design Concepts, agent for Apple Honda, to release the remaining maintenance surety letter of credit in the amount of \$3,305.00. This amount has been held for the required 18-months. Dawood Engineers has re-inspected the public improvements and found them to be in good

condition. A recommendation memo has been provided by Dawood Engineers recommending the surety release.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

H. DISCUSSION AND AUTHORIZATION: Motion to approve permitting the Township Solicitor to research and draft an ordinance to be presented at the December 2021 Board of Supervisors meeting regarding people living in RVs parked on public streets.

MOTION: S. Harlacher  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

I. AUTHORIZATION OF EXPENDITURES: Motion to approve authorization of expenditures for the cost of legal and other services associated with the York City Wastewater Treatment sale protest. Staff requests the amount of \$100,000.00. This is for special counsel and is not being paid to the Township Solicitor.

MOTION: S. Harlacher  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

J. CALL BOX PRIORITY DESIGNATION: Motion to approve the Board delegating the Township Fire Chief and Township Manager authority to sign changes to Fire/EMC responses in the Township.

MOTION: S. Harlacher  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

K. FISCAL SPONSOR AGREEMENT: Motion to table to the December 2021 Board Meeting entering into a fiscal sponsor agreement with LogosWorks to join a community Safety program called York County Safety Collaborative. Manager Kelch and the Board would like more time to read over the agreement and research before deciding.

## **ADMINISTRATIVE REPORTS:**

- A. RECREATION DIRECTOR: Director Trimmer's report was reviewed. Trimmer promoted upcoming events such as Senior Bingo, Blue Grass Festival, and Christmas at Rocky Ridge County Park.
- B. FINANCE DIRECTOR: Director Whittaker's report was reviewed. No further questions.
- C. FIRE CHIEF: Chief Laughman's report was reviewed. Laughman announced Santa will be riding around the Township on December 18<sup>th</sup> and 19<sup>th</sup> this year.
- D. POLICE CHIEF: Chief Snyder's report was reviewed. Lieutenant John Hanuska was present in the Chief's absent for this month's meeting. Hanuska informed everyone that the bodycams for officers were deployed on November 2<sup>nd</sup>. He was positive the new cameras would shine light on the professionalism and heroism the officers show every day. He also added that police staff continue to attend the York County Crisis Intervention classes for extra technique training. Lastly, he wanted to recognize Sergeant Bruckhart for his work in the Drug Task Force.
- E. TOWNSHIP MANAGER: Manager Kelch announced that the Township Trick or Treat was a success again this year. He recognized the police and fire departments for their extra presence during this time. Kelch also announced that the Board was informed of a police officer going on Heart and Lung Benefit from being injured on the job. Kelch and the Board recognized Steve Callahan for his service and wished him well. Callahan will be resigning from the Township on December 31<sup>st</sup>. Keith Whittaker was recognized by Manager Kelch for a job well done with preparing the draft budget. Lastly, Officers Martz and Harner were recognized for their heroics with saving a child from choking at a local restaurant.
- F. ENGINEER: Engineer Cordaro's report was reviewed. No further questions.
- G. ZONING OFFICER: Officer Sampere's report was reviewed. No further questions.
- H. SOLICITOR: Solicitor Herrold's report was reviewed. No further questions.
- I. PUBLIC WORKS DIRECTOR: Director Callahan's report was reviewed. Callahan informed the Board leaf collection has begun in the Township. He also shared his farewell to the Board and thanked them for their help and support over the years.

## **STORM WATER MANAGEMENT/MS4**

Zoning Officer Sampere noted that the Township's MS4 Storm Water Inspector is available Monday thru Friday 8 a.m. to 4:30 p.m. to answer any questions related to storm water management.

**BILLS:** Motion to pay bills as presented:

<b><u>FUNDS</u></b>	<b><u>CHECK NO.</u></b>	<b><u>AMOUNT</u></b>
General Fund	31378-31431	\$ 218,727.85
Liquid Fuels	1072-1077	\$ 4,451.56
Sewer Fund	5037-5046	\$ 218,134.75
Payroll#23 Pay Ending 11/06/21	Paytime Vouchers	\$ 111,328.42

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT:**

Motion to adjourn the regular meeting at 7:46 p.m.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Vice Chairman

\_\_\_\_\_  
Supervisor