

PUBLIC BOARD MEETING MINUTES

November 9, 2023

Chairman Harlacher called the meeting to order at 7:00 p.m.

ATTENDANCE:

Supervisors Present:

Steven Harlacher – Chairman
Ronald Ruman – Vice Chairman

Staff Present:

Lori Trimmer – Parks & Recreation
Keith Whittaker – Finance
Clif Laughman – Fire Chief
John Snyder – Police Chief
Kelly Kelch – Township Manager
Rainer Neidorest - Engineer
Rachelle Sampere – Zoning & Codes
Elizabeth Gangloff – Solicitor
Rich Shaw- Public Works
Laura Mummert– Stenographer

CALL TO ORDER:

A. The Pledge of Allegiance was recited.

EXECUTIVE SESSION:

Chairman Harlacher announced there was an executive session held prior to tonight's meeting to discuss personnel matters. He also announced that the Board requested for the Vacancy Board to convene on November 8th, 2023, to determine a new Supervisor to serve the remainder of Dave Markel's term. An executive session was held directly after this meeting to discuss personnel matters.

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

A. The minutes of the October 26, 2023, Public Meeting were provided for approval.
Motion to approve the Public Meeting Minutes of October 26, 2023, as presented.

MOTION: R. Ruman

SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION:

None

OLD BUSINESS:

- A. SUPERVISOR VACANCY: Chairman Harlacher announced that the Board requested that the Township Vacancy Board convene to appoint a new supervisor to the Board to serve the remainder of Dave Markel's term ending December 31, 2025. This public meeting occurred on November 8, 2023, at noon. Chairman of the Vacancy Board, Jan Dell, made a motion to appoint George Margetas. Chairman of the Board of Supervisors, Steven Harlacher, second that motion. Motion passed unanimously.

NEW BUSINESS:

- A. PREPARE 2023 AUDIT ADVERTISEMENT: Motion to approve authorizing the advertisement of MaherDuessel, CPAs to prepare the 2023 audit report and financial statement in place of the elected Board of Auditors.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

- B. 2024 GENERAL FUND BUDGET: Finance director Keith Whittaker gave a brief presentation of the draft 2024 general fund budget to the Board and audience. He was happy to announce there would not be a tax increase for 2024. Motion to approve advertising for the adoption of the 2024 General Fund budget at the December 14, 2023, meeting.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

- C. AUTHORIZE ADVERTISEMENT FOR RE-ORG MEETING AND AUDITOR'S MEETING: Motion to approve authorizing the advertisement of the Re-Organization meeting for 2024 as January 2nd at 7:30 a.m. and to authorize the advertisement of the Township Auditor's meeting as January 3rd at 4 p.m.

MOTION: R. Ruman

SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

- D. ORDINANCE 23-04 NOISE CONTROL REGULATIONS: Motion to approve Ordinance 23-04, adopting noise control regulations for the Township. Chairman Harlacher thanked staff for the time and research put into creating this Ordinance and asked that staff put the new Ordinance on the Township website. Manager Kelch mentioned that some residents called in to voice their concerns for Jake breaks being used on Roosevelt Avenue and some other areas. He mentioned this would be taken care of separately as this was not the intention of the noise ordinance.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

- E. JANITORIAL BID AWARD: Motion to approve awarding the Township Janitorial Bid to Urgent Touch Cleaning in the amount of \$34,200.00 per contract year. This contract will be in effect from January 1, 2024, until December 31st, 2026.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

- F. PLANNING COMMISSION VACANCY: The Board received a letter from current Planning Commission member Richard Gordon stating he will be ending his term on the commission on December 31, 2023. Chairman Harlacher thanked Mr. Gordon for his service on this commission. The Board announced they will be taking applications to fill this position, and all applicants will be interviewed before deciding.

- G. RESOLUTION 23-16 PA SMALL WATER & SEWER PROGRAM GRANT: Motion to approve Resolution 23-16, authorizing staff to apply for the Local Share Account grant in the amount of \$624,828.33 from the PA Department of Community & Economic Development to be used for the Hayward Area Surface Water and Inflow Corrections Project.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

- H. CALL BOX PRIORITY DESIGNATION: Motion to approve recommendation from staff to have the Board delegate the Township Fire Chief and Township Manager authority to sign changes to Fire/EMC responses in the Township.

MOTION: R. Ruman
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS:

- A. RECREATION DIRECTOR: Director Trimmer’s report was reviewed. No further questions.
- B. FINANCE DIRECTOR: Director Whittaker’s report was reviewed. No further questions.
- C. FIRE CHIEF: Chief Laughman’s report was reviewed. Laughman announced that fire prevention month in October was a success. He thanked everyone involved for a great job. No further questions.
- D. POLICE CHIEF: Chief Snyder’s report was reviewed. No further questions.
- E. TOWNSHIP MANAGER: Manager Kelch’s report was reviewed. Manager Kelch thanked members of the police and fire departments for a great Halloween Trick or Treat evening. He also announced he was selected by PSATS to attend a meeting with DCED. No further questions.
- F. ENGINEER: Engineer Niederoest 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. Attorney Elizabeth Gangloff was filling in for Solicitor Herrold for this meeting. No further questions.
- I. PUBLIC WORKS DIRECTOR: Director Shaw’s report was reviewed. He announced leaf collection was still underway. He also mentioned the two new employees were hired for the highway side in public works. No further questions.

STORMWATER MANAGEMENT/MS4

Zoning Officer Sampere noted that the Township’s MS4 Storm Water Inspector is available Monday through 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:

<u>FUNDS</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>
General Fund	34493-34550	\$ 164,352.70
Liquid Fuels	1409-1414	\$ 51,066.13
Sewer Fund	5880-5895	\$ 619,175.02
Payroll #23 Pay Ending 11/04/23	Paytime Vouchers	\$ 123,166.13

MOTION: R. Ruman
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADJOURNMENT:

Motion to adjourn the regular meeting at 7:19 p.m.

MOTION: S. Harlacher

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY