

**MINUTES OF MEETING OF
TYRONE TOWNSHIP BOARD OF SUPERVISORS
ADAMS COUNTY, PENNSYLVANIA
December 20, 2017**

The Board of Supervisors Meeting for Wednesday, December 20, 2017 was held at the Tyrone Township Municipal Building, 5280 Old Harrisburg Road York Springs, PA 17372, Adams County, Pennsylvania.

Members Present: Vice-Chairman Jim Lady, Supervisor Russ Raub, Supervisor Rosalie Dashoff, Secretary Sherri Hartman, Engineer Bill Hill

Others in Attendance: Jack Kump, Greg Kepner, Mary Ellen Settle, Tom Eyer, Demetrios Touloumes, Attorney Joe Erb, Matt Sharrer, Richard Sharrer, Terry Sheldon

Call to Order: Vice-Chairman Jim Lady called the meeting to order at 7:02 PM

Pledge of Allegiance: Vice-Chairman Jim Lady led the Pledge of Allegiance. .

Approval of Monthly Bills: Raub made a motion to accept and approve payment of the bills. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Approval of Minutes: Raub made a motion to approve the minutes from the November 15, 2017. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Announcement: An Executive Session was convened on December 11, 2017 at 7:30 PM and concluded at 9:30 PM to discuss Personnel matters.

Public Comments Regarding Agenda:

Old Business:

Siren Update – A 55' pole and the refurbished siren was installed at the Heidlersburg Fire Company. The Township has requested that one (1) or more officers from the Heidlersburg Fire Company be available on December 27, 2017 to receive a check in the amount of \$2,800.00 from First-Energy. The check is being provided to cover the cost of the installation. On January 2, 2018, Swam Electric of Hanover will be trenching, running new wire to the siren and testing as required by the Adams EMS Department. Therefore, the siren will be placed into service.

Vacation of Weaver Road and Lime Rock Mill Road – The Reheard agreement has been signed. The Weavers are to be signing December 21, 2017. Raub will be hand delivering the signed agreements to the Solicitor's office on December 21, 2017.

Adoption of 2018 Budget – Raub made a motion to adopt the 2018 Tyrone Township Budget. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Cleaning Service – The cleaning professional has requested 3 – 3.5 hours to complete the task. The Board has asked if the work can be split into two (2) parts to ensure accessibility to the township building. Dashoff will speak with the cleaning company and report back to the Board.

Tree Removal at Waste Water Treatment Facility – Per phone conversation between the Township Secretary and Mr. Pohlman, Atlas Tree Service does not want to remove the trees from the property and has offered up the contract to another company. The Board received a bid from J. Edgar Crisamore Jr. The Supervisors have re-opened the bid and requested that bids be submitted by January 2, 2018. Someone will meet with the contractor to explain the work that needs to be completed.

Mower Rental Contract – The contract has been signed. Scheduling will be done after the January 1, 2018.

On-lot Septic Enforcement Update – Thirty (30) Non-Compliance letters were sent on December 16, 2017. Currently, there have been twelve (12) responses.

New Business:

Ruth A. Houser Revocable Living Trust Minor Final Subdivision Plan:

Sewage Facilities Planning Non-Building Waiver – The plan is consistent with the Zoning Ordinance and in a position for plan approval. Raub made a motion to authorize the Vice-Chairman or Secretary to sign the Houser Subdivision Plan sewage facilities non-building waiver. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Action on Subdivision Plan – Raub made a motion to conditionally approve the Ruth A. Houser Property Revocable Living Trust Minor final Subdivision Plane with the sole condition being the plan must be signed by the landowner prior to approval. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Ag Com Phase III Land Development Plan:

PennDOT M-950AA Authorization for Terry Sheldon to submit HOP for drainage facilities on behalf of Township – Raub made a motion to approve signature of the PennDOT M-950AA form which allows Terry Sheldon to submit a PennDOT Highway Occupancy Permit for drainage improvements to Ag Com on behalf of Tyrone Township. This approval is with the understanding that Ag Com and Tyrone Township will enter into a developer's agreement in conjunction with approval of the Phase III Land Development Plan. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Action on Land Development Plan – Raub made a motion to conditionally approve the Ag Com Phase III Land Development Plan with the conditions being satisfactory completion of all outstanding items within the December 18, 2017 Wm. F. Hill & Assoc., Inc. review letter, including a developer's agreement that specifically details installation, maintenance, and repair of drainage facilities within the Penn DOT HOP. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Ordinance authorizing the Tyrone Township Tax Collector to charge for providing tax duplicates – Raub made a motion to authorize the Solicitor to take necessary notification steps as required so the Board of Supervisors may adopt **Ordinance 60 Tyrone Township Tax Collector Fees** at the Reorganization meeting on January 2, 2018. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Appointment of Township Auditor – Raub made a motion to appoint Katrina Becker as Tyrone Township Auditor. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Advanced Disposal Billing Practice – Raub presented a bill stating the amount due was due upon receipt for the service period of January 1, 2018 - March 31, 2018. Upon scheduling the payment on-line, the payment posting date was January 31, 2018, which is not in alignment with the "due upon receipt" that is stated on the invoice. As of January 1, 2018, Dashoff will be the official liaison between Tyrone Township and Advanced Disposal. Raub requested that the due date be accurately presented.

Garage Door Proposal – Bids were received from JW Excavating, Channell's Locksmith Shop, Inc. and Susquehanna Door Service. Lady made a motion to award the contract to Susquehanna Door Service to replace or repair as needed. A Pro-forma invoice, for inclusion in the 2017 budget year, is to be requested. The Secretary is to send an award letter to Susquehanna Door Service for two (2) contracts in the amounts of \$843.48 and \$593.00. Raub seconded the motion. A vote was taken and the motion passed unanimously.

Tool Purchase Approval – The Road Crew has requested replacement of shop tools that are no longer in working order. Lady made a motion for Supervisor Russ Raub to acquire the tools as requested as soon as possible. Dashoff seconded the motion. A vote was taken and the motion passed unanimously. Raub will purchase the tools and submit the receipt(s) for reimbursement.

Office Supply Approval – Raub made a motion to have Dashoff review the office supply list after it has been completed and approve the supply purchase. Dashoff seconded the motion. A vote was taken and the motion unanimously.

Waste Water Treatment Facility Repair – The Road Crew discovered a spigot leaking at the facility. The Secretary will contact a plumber on December 21, 2017 and request the repair be completed prior to close of business of December 22, 2017.

Authorization for Winter Maintenance Supply Ordering – In the event the Secretary is unable, Greg Kepner is approved to contact the Cope Company Salt to order salt brine. The Secretary will provide Mr. Kepner with the contact information on December 21, 2017.

Winter Maintenance Payroll Clarification - \$15.00 per hour will apply to all winter maintenance, including plowing and brine/salt application. Saturday rate is time and a half. Sunday rate is double time.

HB1620 Proposed Resolution 2017-08 – Dashoff made a motion to adopt RESOLUTION NO. 2017-08 OF TYRONE TOWNSHIP, ADAMS COUNTY, PENNSYLVANIA IN OPPOSITION TO HOUSE BILL 1620, ENTITLED THE “WIRELESS INFRASTRUCTURE DEPLOYMENT BILL”. Raub seconded the motion. A vote was taken and the motion passed unanimously.

ACNB Bank Capital Reserve Account – A signature is required on the 2017 and 2018 Township Objectives. The documents are to be executed and returned to Karen Arthur with ACNB Bank Trust Department.

Appointment of Patricia Forsythe, Treasurer – Dashoff made a motion to appoint Patricia Forsythe as Tyrone Township Treasurer. Lady seconded the motion. A vote was taken and the motion passed. Raub abstained from the vote due to the potential of a conflict of interest, as stated previously.

Appointment of Andrew Donahue, Assistant Treasurer - Dashoff made a motion to appoint Andrew Donahue as Tyrone Township Assistant Treasurer. Lady seconded the motion. A vote was taken and the motion passed. Raub abstained from the vote due to the potential of a conflict of interest, as stated previously.

Appointment of Chelsi Groft, Bookkeeper - Dashoff made a motion to appoint Chelsi Groft as Tyrone Township Bookkeeper. Lady seconded the motion. A vote was taken and the motion passed. Raub abstained from the vote due to the potential of a conflict of interest, as stated previously.

Presentation - Raub presented Supervisor James D. Lady with a Certificate from PSATS, signed by David Sanko, CEO and Shirl Barnhart, President, commending him for six (6) years of dedication to Tyrone Township.

Introduction – Dashoff introduced Supervisor Elect Mary Ellen Settle.

Lady stated the Township had received Thank You cards from the York Springs Senior Center and the Hampton Fire Company for the donations that were provided by Tyrone Township.

Lady offered information on the PA Costars Grant that is available.

Lady offered information regarding the GIS Mapping Services. Bill Hill offered to schedule a time to present detailed information to the Township, if requested.

Public Participation:

David Richwine requested information on how the EDU charges were applied to Rutter's.

David Richwine stated he had heard a siren on Monday, December 18, 2017 and he thought that the siren was in service at the Heidlburg Fire Company.

Tom Eyer explained that the York Springs Ambulance was struggling to maintain operations. They are losing a considerable amount of funds due to improper coding on insurance invoicing. He also stated that an EMR certification is required to drive an ambulance. Imposing this requirement has limited the ambulance company greatly. However, they are working diligently to keep the ambulance running. There is an Ambulance Coalition that is assembling in hopes of fulfilling the needs of local residents. Mr. Eyer will be providing updated information to the Township as it becomes available.

Meetings:

Township Board of Supervisors 2018 Reorganization meeting, January 2, 2018 at 7:00 p.m. at the Township Building.
Township Planning Commission meeting, tentatively, January 11, 2018 at 7:00 p.m. at the Township Building.

Adjournment: Raub made a motion to adjourn at 9:13 p.m. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.