

REORGANIZATION MEETING
Tuesday, January 2, 2018 at 7:00 PM

The Tyrone Township Board of Supervisors convened at 7:04 PM on Tuesday, January 2, 2018 at the Municipal Building located at 5280 Old Harrisburg Road, York Springs, Pennsylvania 17372, for its annual Reorganization Meeting.

Members Present: Chairman Russell Raub, Vice-Chairman Rosalie Dashoff, Supervisor Mary Ellen Settle, Secretary Sherri Hartman

Others in Attendance: Erik Vranich

Pledge of Allegiance: Raub led the Pledge of Allegiance

Appointment of Chairman: Dashoff made a motion to appoint Raub as Chairman. Settle seconded the motion. A vote was taken and the motion passed. Raub dissented.

Appointment of Vice-Chairman: Settle made a motion to appoint Dashoff as Vice-Chairman. Raub seconded the motion. A vote was taken and the motion passed unanimously.

Secretary: Dashoff made a motion to re-appoint Sherri Hartman as Township Secretary at a pay rate of \$15.00 per hour. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Treasurer: Dashoff made a motion to reappoint Patricia Forsythe as Township Treasurer. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Assistant Treasurer: Dashoff made a motion to reappoint Andrew Donahue as Assistant Township Treasurer. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Bookkeeper: Chelsi Groft is not seeking reappointment.

Adopt the Township 2018 Pay Plan, Holiday Schedule and Professionals Service Fees: Dashoff made a motion to adopt the 2018 Township Pay Plan. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Meetings Schedule: Settle made a motion to adopt the 2018 Meeting Schedule. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Delegates to PSATS Convention: Raub made a motion that all three Supervisors be appointed delegates for the PSATS Convention. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Voting Delegate: Raub volunteered to be the voting delegate. Settle made a motion nominating Raub as the Voting Delegate at the PSATS Convention. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Representative to York Adams Tax Bureau Board of Directors: Dashoff made a motion nominating Raub as representative to York Adams Tax Bureau Board of Directors. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Delegate to Adams County Tax Collection Committee: Raub made a motion to nominate Settle as township Delegate to Adams County Tax Bureau Board of Directors. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Representative to the Adams County Council of Governments (ACCOG): Dashoff volunteered for the position. Raub made a motion nominating Dashoff as representative to the Adams County Council of Governments (ACCOG). Settle seconded the motion. A vote was taken and the motion passed unanimously.

Adams County Association Township Officials (ACATO) Convention 2018: Dashoff made a motion for the Supervisors, Treasurer and Secretary to attend the Adams County Association of Township Officials (ACATO) annual 2018 Convention with compensation. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Representative to the Adams County Association Township Officials (ACATO): Dashoff volunteered for the position. Raub made a motion nominating Dashoff as the township representative to the Adams County Association Township Officials (ACATO). Settle seconded the motion. A vote was taken and the motion passed unanimously.

Roadmaster: Raub made a motion to appoint Greg Kepner as Roadmaster at a pay rate of \$16.50 per hour. Dashoff seconded the motion. A vote was taken and the motion passed unanimously. There will be a 90 day probationary period. Following the probation period, the Board of Supervisors will complete a formal evaluation.

Winter Maintenance Manager: Dashoff made a motion to appoint Jim Lady to serve as the Winter Maintenance Manager at a pay rate of \$22.50 per hour. The position will end on or before March 31, 2018. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Part-time Road and Facilities Maintenance Worker: Dashoff made a motion to retain Michael Boring and appoint Galen Smith as Part-Time Road and Facilities Maintenance Workers at a pay rate of \$14.50 per hour. Raub seconded the motion. A vote was taken and motion passed unanimously.

Establishment of Office Hours: Dashoff made a motion to establish the office hours as Monday, Thursday and Friday 9 AM – 1 PM, Wednesday 9 AM – 2 PM & 6 PM – 8 PM, except Legal Holidays. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Auditors: Settle made a motion to reappoint Hamilton and Musser PC to conduct the 2017 audit. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Board of Auditors: Dashoff made a motion to appoint Mark Fulton and Katrina Becker as Tyrone Township Auditor. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Appointment of Depositories for the Township: Dashoff made a motion to appoint ACNB Bank and PNC Bank as Township Depositories. Settle seconded the motion. A vote was taken and the vote passed unanimously.

Solicitor: Shultis Law, LLC is not seeking reappointment. Settle made a motion to appoint Steven A. Stine, Attorney at Law as Solicitor. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Special Counsel: Dashoff made a motion to appoint Tim Shultz, Attorney at Law, as Special Counsel for the purpose of finalizing the AG Com Agreements. Settle seconded the motion. A vote was taken the motion passed unanimously.

Engineer: Dashoff made a motion to retain William F. Hill & Assoc. Inc. as Township Engineer. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Sewage Enforcement Officer (SEO): Dashoff made a motion to retain the services of William F. Hill & Assoc. Inc. and KPI Technology as Township SEO's. Settle seconded the motion. A vote was taken and the motion passed unanimously. Settle seconded the motion. A vote was taken and the vote passed unanimously.

Tax Collector Rate of Pay: Dashoff made a motion that the Tax Collector's Rate of Pay remains at 3%. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Emergency Management Coordinator: Settle made a motion to appoint Kevin Biesecker as the Emergency Management Coordinator and the Northeast Adams Emergency Management Agency as the Emergency Management Agency. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Medical Benefits: Raub made an announcement that the Township does not provide medical or dental insurance.

Tax Collectors: Dashoff made a motion that Joanne Reed collect real estate taxes and recognize that the Municipal Tax Collector has appointed Owen McKinney as Deputy Tax Collector. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Settle made a motion to retain York Adams Tax Bureau as Tax Collector for EIT & LST Tax. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Dashoff made a motion to retain Linda K. Myers, Recorder of Deeds, as Tax Collector for Realty Transfer Tax. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Building Code Officer / Building Inspector/ Zoning Officer: Dashoff made a motion to reappoint Wilbur Slothour, Land and Sea Services as the Building Code Officer. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Raub made a motion to reappoint Wilber Slothour, Land and Seas Services as the Building Inspector. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Raub made a motion to reappoint Wilber Slothour, Land and Sea Services as the Zoning Officer. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Zoning Hearing Board: Dashoff made a motion to reappoint Charles Saltzman, one (1) year term, Jason Uppercue, three (3) year term, Kenneth Slaybaugh, Vice-Chairman, two (2) year term and Alternate James Staub to the Zoning Hearing Board. Settle seconded the motion. A vote was taken the motion passed unanimously.

Planning Commission: Dashoff made a motion to reappoint David Richwine, one (1) year term, Jack Kump, one (1) year term, Robert Staub, one (1) year term, Michael Boring, two (2) year term and John Wenk, four (4) year term to the Planning Commission. Settle seconded the motion. A vote was taken and the motion passed unanimously. The Planning Commission has an alternate member position available.

Vacancy Board: Raub made a motion to reappoint Barry Ortmyer to the Vacancy Board. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Agricultural Security Board: Raub made a motion to reappoint James Lady, Robert Junkins, Dave Wenk and Vincent Lobaugh to the Agricultural Security Board. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Citizens Committee: The Board of Supervisors did not appoint members to the Citizens Committee pending identification of those willing to serve.

Newspaper of Record: Raub made a motion to use *Gettysburg Times* as Newspaper of Record. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Mileage Rate: Raub made a motion to reimbursement mileage rate at the 2018 Federal rate of 54.5 cents per mile. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Other Business:

Ordinance 60: Dashoff made a motion to adopt Ordinance 60: An Ordinance authorizing the collection of a \$10.00 fee for a tax duplicate. This Ordinance shall be effective five (5) days from the date of its enactment. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Resolution 2018-01: Settle made a motion to adopt Resolution 2018-01: A Resolution adopting the fee schedule for the Tyrone Township Tax Collector, to include a \$10.00 certification fee, \$25.00 NSF fee and a \$10.00 tax duplicate fee. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Resolution 2018-02: Dashoff made a motion to adopt Resolution 2018-02: A Resolution amending the fee schedule of Tyrone Township, Adams County, Pennsylvania. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Resolution 2018-03: Tabled until after depository presentations are completed.

AG Com Developer's Agreement Final Approval: AG Com will present at the January 17, 2018 Board of Supervisors meeting, pending approval of Engineer, Special Council Solicitor and AG COM's Attorney.

Gould Subdivision: Lisa Gould Subdivision plans have been signed.

Insurance Approval: Raub made a motion to continue coverage with Hockley and O'Donnell. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Approval of Tax Collection Dates: Settle made a motion to accept the Tax Collection Dates as follows:

Monday, April 30, 2018 from 5:00 PM – 8:00 PM

Tuesday, April 17 & 24, 2018 from 5:00 PM – 8:00 PM

Thursday, April 19 & 26, 2018 from 5:00 PM – 8:00 PM

Saturday, April 21 & 28, 2018 from 9:00 AM – 12:00 PM

Saturday, June 30, 2018 from 9:00 AM – 12:00 PM

Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Credit Account Authorizations: Tabled until the January 17, 2018 Board of Supervisors meeting.

Phone Service: Dashoff made a motion to accept the proposal from Century Link as offered. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Office Water Service: Settle made a motion to change the water supplier to Crystal Springs. Dashoff seconded the motion. A vote was taken and the motion passed unanimously.

Safety Committee: Tabled until the January 17, 2018 Board of Supervisors meeting.

Community Chest Committee: Tabled for future discussion.

Tree Removal Decision: Tabled until the January 17, 2018 Board of Supervisors meeting.

Approval of December 20, 2017 Minutes: Dashoff requested that the minutes be amended to read:

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.

Dashoff made a motion to accept the minutes as amended. Settle seconded the motion. A vote was taken and the motion passed unanimously.

Public Comments:

Jed Fetter - The EZQ pump motor burned up at the Wastewater Treatment Facility. Two (2) pumps have been purchased from S & S Electric.

During the inspection, it was determined that the Brine Tanks do not have a secondary containment; however this is not a current requirement.

A contact name and phone number is requested, as well as, attendance requirements for Board of Supervisor meetings. Meeting attendance requirements will continue on an as needed basis. Contact information will be provided as soon as the decision is made.

Erik Vranich – CGBG Grant funds are expected by the end of February.

Meeting requirements will continue on as needed basis.

Executive Session was held to discuss a personnel matter. The session began at 9:57 PM and concluded at 10:35 PM. No decision was rendered.

Announcement of Executive Session: For the edification of everyone present, an Executive Session was held on December 27, 2017 to discuss a personnel matter. The session took place from 6:00 PM until 8:30 PM. No decision was rendered.

Adjournment: Raub made a motion to adjourn at 11:00 PM. Settle seconded the motion. A vote was taken and the motion passed unanimously.

