

**MINUTES FOR THE  
TYRONE TOWNSHIP REORGANIZATION MEETING  
MONDAY JANUARY 7, 2019**

**Members Present:** Chairman Russ Raub, Vice Chairman Mary Ellen Settle, Supervisor Barry Ortmyer, Assistant Secretary Nancy Black

**Others in Attendance:** Terry Sheldon, Matthew Sharrer, Dave Sharrer, Joseph Erb

**Call to Order:** Raub called the meeting to order at 5:00 PM

**Pledge of Allegiance:** Raub led the Pledge of Allegiance.

**Appointment of Chairman:** Settle made a motion to appoint Raub as Chairman of the Board of Supervisors. Ortmyer seconded the motion. Raub expressed his desire not to be elected but conceded in their decision. A vote was taken and carried.

**Appointment of Vice-Chairman:** Ortmyer made a motion to appoint Settle as Vice Chairman of the Board of Supervisors. Raub seconded the motion. A vote was taken and carried unanimously.

**Assistant Secretary:** Settle made a motion to appoint Black as Assistant Secretary at a rate of \$15.00 per hour. Ortmyer seconded the motion. A vote was taken and carried. Ortmyer made a motion to continue the bond for the Assistant Secretary for \$100,000.00. Settle seconded the motion. A vote was taken and carried unanimously.

**Treasurer:** Settle made a motion to appoint Patricia Forsythe as the Township's Treasurer at a rate of \$50.00 per hour. Ortmyer seconded the motion. A vote was taken and passed unanimously. Ortmyer made a motion to continue the bond for the Treasurer for \$500,000.00. Settle seconded the motion. A vote was taken and carried unanimously.

- **Adopt 2019 Township Paid Holiday Schedule:** Settle made a motion to adopt the following 2019 Holiday Schedule of:  
New Year's Day; Memorial Day; Labor Day; Thanksgiving and Christmas. Ortmyer seconded the motion. A vote was taken and carried.
- **Meetings Schedule:** Ortmyer made a motion to accept the following dates for the 2019 Board of Supervisors meetings all of which will start at 6:00 PM on their designated dates. Settle seconded the motion. A vote was taken and carried.

<b>Jan. 7<sup>th</sup> &amp; 23<sup>rd</sup></b>	<b>May 8<sup>th</sup> &amp; 22<sup>nd</sup></b>	<b>Sept. 11<sup>th</sup> &amp; 25<sup>th</sup></b>
<b>Feb. 6<sup>th</sup> &amp; 20<sup>th</sup></b>	<b>Jun. 5<sup>th</sup> &amp; 19<sup>th</sup></b>	<b>Oct. 9<sup>th</sup> &amp; 23<sup>rd</sup></b>
<b>Mar. 6<sup>th</sup> &amp; 20<sup>th</sup></b>	<b>Jul. 10<sup>th</sup> &amp; 24<sup>th</sup></b>	<b>Nov. 6<sup>th</sup> &amp; 20<sup>th</sup></b>
<b>Apr. 3<sup>rd</sup> &amp; 17<sup>th</sup></b>	<b>Aug. 7<sup>th</sup> &amp; 21<sup>st</sup></b>	<b>Dec. 4<sup>th</sup> &amp; 18<sup>th</sup></b>

- **Delegates to PSATS Convention:** Ortmyer made a motion to appoint all of the members of the Board of Supervisors to being delegates to the PSATS Convention. Settle seconded the motion. A vote was taken and carried.

- **Appointment of Delegates to NAREMA:** Raub made a motion to appoint Settle to be the delegate to NAREMA. Ortmyer seconded the motion. A vote was taken and carried unanimously.
- **Voting Delegates:** Raub made a motion to appoint Ortmyer as the Township's voting delegate at the 2019 PSATS Convention April 14<sup>th</sup> through the 17<sup>th</sup>. Settle seconded the motion. A vote was taken and carried.
- **Representative for York Adams County Tax Board of Directors:** Settle made a motion to appoint Raub as the Representative for York Adams County Tax Board of Directors. Ortmyer seconded the motion. A vote was taken and carried unanimously.
- **Representative for Adams County Tax Bureau Board of Directors (ACTCC):** Raub made a motion to appoint Settle as the Representative for Adams County Tax Bureau Board of Directors and Ortmyer as the alternate. Settle seconded the motion. A vote was taken and carried unanimously.
- **Representative for Adams County Council of Governments (ACCOG):** Raub made a motion to appoint Ortmyer to be the representative for Adams County Council of Governments. Settle seconded the motion. A vote was taken and carried unanimously.
- **Adams County Association Township Officials (ACATO) Convention 2019:** Raub made a motion to appoint Ortmyer as the representative from Tyrone Township at the ACATO Convention being held tentatively on Wednesday, November 13, 2019. Settle seconded the motion. A vote was taken and carried unanimously.
- **Representative to the Adams County Association Township Officials (ACATO):** Raub made a motion to appoint Ortmyer as the Representative to the Adams County Association Township Officials. There are usually only 2 meetings per year but might be up to as many as 4 meetings. Settle seconded the motion. A vote was taken and carried unanimously.

**Establishment of Office Hours:**

Settle made a motion to approve the following office hours for 2019:

**Monday 8 AM – 4 PM**  
**Wednesday 9 AM – 8 PM**  
**Thursday 8 AM – 4 PM**  
**Closed Tuesdays and Fridays**

Ortmyer seconded the motion. A vote was taken and carried.

**Auditors:** Settle made a motion to appoint Hamilton and Musser P.C. as the auditors for Tyrone Township. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Board of Auditors:** Raub made a motion to appoint Mark Fulton and Katrina Becker as the Board of Auditors for Tyrone Township.

**Appointment of Depositories for the Township:** Settle made a motion to appoint **PNC Bank** as the Depository for the Township. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Solicitor** : Ortmyer made a motion appointing Steven A. Stine as the Township's Solicitor at \$180 per hour. Settle seconded the motion. A vote was taken and carried unanimously.

**Engineer**: Settle made a motion to appoint Wm F Hill & Associates Wm Hill at \$95.50 per hours and Erik Vbranch at \$82.00 per hour. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Sewage Enforcement Officer**: Settle made a motion to appoint Wm F Hill & Associates Bryan Leese at \$56.25 per hour as Sewage Enforcement Officer. Ortmyer seconded the motion. A vote was taken and carried unanimously. Settle also made a motion to appoint KPI Technology at \$64.00 per hour as Sewage Enforcement Officer. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Tax Collector Rate of Pay**: Ortmyer made a motion to keep the Tax Collector's Rate of Pay at 3% of total collected. Settle seconded the motion. A vote was taken and carried unanimously.

**Emergency Management Coordinator**: Settle made a motion to appoint Kevin Biesecker as the Emergency Management Coordinator. Ortmyer seconded the motion. A vote was taken and carried unanimously.

#### **Tax Collectors:**

**Real Estate Tax**: Ortmyer made a motion that Joanne Reed collect the Real Estate Taxes for the Township. Settle seconded the motion. A vote was taken and carried unanimously.

**EIT & LST**: Settle made a motion to appoint York Adams Tax Bureau to collect the Earned Income Tax (EIT) and the Local Service Tax (LST) for 2019. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Realty Transfer Tax**: Ortmyer made a motion to appoint Karen Helfin as the Realty Transfer Tax Collector. Settle seconded the motion. A vote was taken and carried unanimously.

**Building Code Officer**: Settle made a motion to appoint Land & Sea Services , Wilbur Slothour, as the Building Code Officer for Tyrone Township. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Building Inspector**: Settle made a motion to appoint Land & Sea Services , Wilbur Slothour, as the Building Inspector for Tyrone Township. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Zoning Officer**: Settle made a motion to appoint Land & Sea Services , Wilbur Slothour, as the Zoning Officer for Tyrone Township. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Zoning Hearing Board**: Settle made a motion to appoint Mr. Charles Saltzman to a 1 year term. Ortmyer seconded the motion. A vote was taken and carried. Ken Slaybaugh Vice Chairman has 1 year remaining on his term; Chairman Jason Uppercue has 2 years remaining on his term; James Staub will remain being the Alternate.

**Planning Commission:** Settle made a motion to appoint Dave Richwine to a 5 year term and Jack Kump to a 1 year term. Ortmyer seconded the motion. A vote was taken and carried unanimously. Settle made a motion to appoint Robert Staub to a 5 year term. Ortmyer seconded the motion. A vote was taken and carried unanimously. Mike Boring has 1 year remaining on his term and John Wenk has 4 years remaining on his term.

**Vacancy Board:** There was no one appointed to serve on the Vacancy Board at this time.

**Agricultural Security Board:** Raub made a motion to appoint James Lady, Robert Junkins, Dave Wenk and Vincent Lobaugh each to a 1 year term. Settle seconded the motion. A vote was taken and carried unanimously.

**Citizens Committee:** There was no one appointed to serve on the Citizens Committee at this time.

**Newspaper of Record:** Raub made a motion to retain the Gettysburg Times as the Townships Newspaper of Record. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Mileage Rate:** Raub made a motion to pay \$0.58 per mile as mileage reimbursement for 2019. Settle seconded the motion. A vote was taken and the motion carried unanimously.

**Insurance Approval:** Raub made a motion to continue with Selective Insurance Company of the Southeast coverage through Hockley and O'Donnell for 2019. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Approval of Tax Collection Dates:** Ortmyer made a motion to accept the list below for the Tax Collection Dates. Settle seconded the motion. A vote was taken and carried unanimously.

April: Tuesday's April 23<sup>rd</sup> & 30<sup>th</sup>; Thursday's April 18<sup>th</sup> & 25<sup>th</sup> from 5 pm to 8 pm  
Saturday's April 20<sup>th</sup> & 27<sup>th</sup> from 9 am to Noon  
June: Saturday June 29<sup>th</sup> from 9 am to Noon.

**Credit Account Authorizations:** Settle made a motion to continue with the Credit Card Authorization and card limits listed below for 2019. Ortmyer seconded the motion. A vote was taken and carried unanimously.

Greg Kepner, Roadmaster – card limit: \$5,000.00  
Mary Ellen Settle, Supervisor – card limit: \$10,000.00  
Nancy Black, Asst. Secretary – card limit: \$500.00

**Phone Service:** Raub made a motion to continue the telephone service for 2019 through Century Link. Settle seconded the motion. A vote was taken and carried unanimously.

**Office Water Service:** Raub made a motion to continue the Office Water Service for 2019 through Crystal Springs at a monthly dispensary charge of \$5.29. Settle seconded the motion. A vote was taken and carried unanimously.

**Safety Committee:** Settle made a motion to accept Michael Boring as President; Marlin Prosser as Vice President and Greg Kepner as Secretary for the Safety Committee for 2019. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Other Business:**

**Heidlersburg Fire Company:** Settle made a motion to accept the documentation provided to the board for their 2018 expenditures. Ortmyer seconded the motion. A vote was taken and carried unanimously. Black was instructed to mail the check for \$30,000.00.

**Acceptance of the following 2018 Board of Supervisors Meeting Minutes:**

Settle made a motion to accept the February 14, 2018; April 4, 2018; April 17, 2018; June 6, 2018; June 20, 2018 and December 19, 2018 Board of Supervisors Meeting minutes. Ortmyer seconded the motion. A vote was taken and carried unanimously.

**Public Comments:**

Sheldon, M. Sharrer, D. Sharrer and Erb shared with the Board of Supervisors the revised plan for the Ag Com Field Changes. They indicated that the changes have been sent to the Township's Solicitor, Steven A. Stine for review. The Township Engineer and Solicitor will review the plans and the legal documentation. Sheldon, M. Sharrer, D. Sharrer and Erb will be notified as to what Planning Commission meeting they should attend to discuss moving forward with the field change.

**Meetings:**

Annual Training & Appreciation Dinner – January 17, 2019 being held at Hickory Bridge Farm at 6:00 PM

Planning Commission Meeting January 10, 2019 at 7:00 PM at the Township Meeting Room

Township Board of Supervisors Meeting January 23, 2019 at 6:00 at the Township Meeting Room

**Adjournment:** Settle made a motion to adjourn at 6:48 PM. Ortmyer seconded the motion. A vote was taken and carried unanimously.