

BOARD OF SUPERVISORS REORGANIZATION MEETING January 3, 2012

Minutes of the Pequea Township Board of Supervisors meeting held January 3, 2012 at 7:00 p.m. at the Pequea Township Municipal Building, 1028 Millwood Road, Willow Street, PA 17584.

Present at the meeting were:

Board of Supervisors
Robert Porterfield, Chairman
Jay Reynolds, Vice-Chairman
Harry Lehman, Supervisor

Others present:

Connie Kauffman, Twp. Secretary
Sign in Sheet Attached

Pledge of Allegiance

ANNOUNCEMENTS

REORGANIZATION

1. The first order of business was the appointment of a Chairperson. Supervisor Lehman moved to appoint Jay Reynolds as Chairperson. Supervisor Reynolds declined. Supervisor Reynolds moved to appoint Robert Porterfield as Chairperson. Supervisor Porterfield seconded it. Supervisor Lehman raised a discussion about the Roadmaster conducting Supervisor business during working hours. Supervisor Reynolds said if the Chairman gets action during the business day the action can be deferred to someone else. All voted in favor. None opposed.
2. The second order of business was the appointment of a Vice-Chairperson. Supervisor Lehman moved to appoint Supervisor Reynolds as Vice-Chairperson. Supervisor Porterfield seconded it. All voted in favor. None opposed.
3. Supervisor Porterfield moved to set the Supervisors meetings the 3rd Wed. of each month at 7:00 p.m. Supervisor Lehman seconded it. All voted in favor. None opposed.
The next Supervisors meeting is January 18, 2012 at 7:00 p.m.

SOUTHERN REGIONAL POLICE COMMISSION

Each year one of the Supervisors must be appointed to serve on the Southern Regional Police Commission. Supervisor Lehman moved to appoint Robert Porterfield to serve as Police Commissioner for year 2012. Supervisor Reynolds seconded it. All voted in favor. None opposed. Every two years the municipality appoints a Citizen Representative to serve on the Southern Regional Police Commission for a two year term. Pequea Township will appoint for this term. Supervisor Lehman moved to appoint Ken Adams to serve as Citizen Representative to the Southern Regional Police Commission for the term starting 1/1/2012 to 12/31/2013. Motion died for lack of a second. Supervisor Lehman moved to appoint Cynthia Evans-Herr to serve as Citizen Representative to the Southern Regional Police Commission for the term starting 1/1/2012 to 12/31/2013. Motion died for lack of a second. Supervisor Reynolds moved to appoint Diane Schall to serve as Citizen Representative to the Southern Regional Police Commission for the term starting 1/1/2012 to 12/31/2013. Supervisor Lehman seconded it. All voted in favor. None opposed.

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REAPPOINTMENTS, APPOINTMENTS AND WAGES

1. Supervisor Porterfield moved to appoint Connie Kauffman as Secretary. Supervisor Lehman seconded it. All voted in favor. None opposed.
2. Supervisor Porterfield moved to appoint Jeanette Miller as Treasurer. Supervisor Reynolds seconded it. All voted in favor. None opposed.
3. The motion to appoint an Administrative Assistant was tabled.
4. Supervisor Reynolds moved to re-appoint Bob Porterfield as Roadmaster. Supervisor Lehman seconded it. All voted in favor. None opposed.
5. Supervisor Lehman moved to appoint Jeanette Miller as Open Records Officer. Supervisor Reynolds seconded it. All voted in favor. None opposed.
6. Supervisor Porterfield moved to appoint Jeanette Miller as Street Light Tax Collector. Supervisor Lehman seconded it. All voted in favor. None opposed.
7. Supervisor Porterfield moved to delete Park & Recreation Board liaison after discussion with several of our municipalities around us (this is an in-house). Supervisor Lehman seconded it. All voted in favor. None opposed.
8. Supervisor Lehman moved to delete road crew liaison. Supervisor Porterfield seconded it. All voted in favor. None opposed.
9. Supervisor Reynolds moved to appoint Supervisor Porterfield as volunteer fire company liaison. Supervisor Lehman seconded it. All voted in favor. None opposed.
10. Supervisor Porterfield moved to delete computer liaison. Supervisor Reynolds seconded it. All voted in favor. None opposed.
11. Supervisor Reynolds moved to appoint Supervisor Lehman as voting delegate for the PA State Convention with all three Supervisors authorized to attend. Supervisor Lehman declined due to his health situation. Supervisor Porterfield moved to appoint Supervisor Reynolds as voting delegate for the PA State Convention with all three Supervisors authorized to attend. Supervisor Lehman seconded it. All voted in favor. None opposed.
12. Supervisor Porterfield moved to appoint Supervisor Lehman to represent Pequea Township for the Community Block Grant Program in 2012. Supervisor Reynolds seconded it. All voted in favor. None opposed.
13. Supervisor Lehman moved to be a member of the Southern Lancaster County Inter-municipal Committee for 2012 and to appoint Supervisor Reynolds to represent Pequea Township at the monthly meetings. Supervisor Porterfield seconded it. All voted in favor. None opposed.
14. Supervisor Lehman moved to appoint David Lockard as Sewage Enforcement Officer and Mark Deimler as Alternate SEO. Supervisor Reynolds seconded it. All voted in favor. None opposed.
15. Supervisor Porterfield moved to appoint Mark Deimler of Solanco Engineering as Zoning Officer and Code Enforcement Officer. Supervisor Reynolds seconded it. Supervisor Lehman raised a discussion that the Board of Supervisors did not interview Mr. Deimler. Supervisor Reynolds stated the Board of Supervisors had the opportunity to call Mr. Deimler. Supervisors Reynolds and Porterfield voted "yea." Supervisor Lehman voted "nay." Supervisor Porterfield moved to set the wage for Mark Deimler at \$16,300.00 for 2012. Supervisor Reynolds seconded it. Supervisors Reynolds and Porterfield voted "yea." Supervisor Lehman voted "nay."
16. Supervisor Porterfield moved to appoint Mike Saxinger as Alternate Zoning Officer and Code Enforcement Officer at \$50.00 per hour. Supervisor Reynolds seconded it. All voted in favor. None opposed.

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17. Supervisor Lehman moved to appoint Robert Heckrote to the Pequea Township Planning Commission for a four-year term ending January 2016. Motion died for lack of a second. Supervisor Reynolds moved to appoint Bill Schall to the Pequea Township Planning Commission for a four-year term ending January 2016. Supervisor Porterfield seconded it. All voted in favor. None opposed.
18. Supervisor Lehman moved to appoint Jeffrey Frey to the Pequea Township Planning Commission for a four-year term ending January 2016. Motion died for lack of a second. Supervisor Lehman moved to appoint David S. Rhoads, Jr. to the Pequea Township Planning Commission for a four-year term ending January 2016. Motion died for lack of a second. Supervisor Porterfield moved to appoint Lucy Gillichbauer to the Pequea Township Planning Commission for a four-year term ending January 2016. Supervisor Reynolds seconded it. Supervisors Reynolds and Porterfield voted "yea." Supervisor Lehman voted "nay."
19. Supervisor Lehman moved to appoint Robert Kilgore to the Park and Recreation Board for a five-year term to expire January 2017. Motion died for lack of a second. Supervisor Reynolds moved to appoint Janet Hess to the Park and Recreation Board for a five-year term to expire January 2017. Supervisor Porterfield seconded it. Supervisors Reynolds and Porterfield voted "yea." Supervisor Lehman abstained from voting.
20. Supervisor Reynolds moved to appoint Joan Gogoj to the Park and Recreation Board for a five-year term to expire January 2017. Supervisor Porterfield seconded it. Supervisor Lehman raised a discussion about taking away the current leadership citing Barry Acker who is already working on Community Days. Supervisors Reynolds and Porterfield voted "yea." Supervisor Lehman voted "nay."
21. Supervisor Porterfield moved to appoint Rob Mellinger to the Zoning Hearing Board for a five-year term to expire January 2017. Supervisor Reynolds seconded it. Supervisor Lehman raised a discussion questioning how many meetings Mr. Mellinger has been to since we got some other applicants who have been to meetings and understand zoning, for example Cynthia Evans-Herr. Supervisors Reynolds and Porterfield voted "yea." Supervisor Lehman voted "nay."
22. Supervisor Lehman moved to appoint Ken Adams as Chairperson of the Vacancy Committee for 2012. Motion died for lack of a second. Supervisor Porterfield moved appoint Jean Bitts as Chairperson of the Vacancy Committee for 2012. Supervisor Reynolds seconded it. Supervisor Lehman raised a discussion that with no disrespect to Mrs. Bitts, we are in serious litigation with Mr and Mrs. Bitts right now and he doesn't think it would be appropriate to appoint someone that we are in legal litigation with to any Board. Supervisors Reynolds and Porterfield voted "yea." Supervisor Lehman voted "nay."
23. Supervisor Porterfield moved to appoint Matthew Creme, Jr. of Nikolaus & Hohenadel, LLP as Solicitor for all general purposes. Supervisor Reynolds seconded it. Supervisor Lehman raised a discussion about giving the new Solicitor a time frame of thirty (30) to sixty (60) days which would give us time to evaluate and at the February meeting we could reappoint or appoint someone else. Supervisors Reynolds and Porterfield voted "yea." Supervisor Lehman voted "nay."
24. Supervisor Porterfield moved to appoint Jack L. McSherry, Jr., Inc. as Engineer for all general purposes. Supervisor Lehman seconded it. All voted in favor. None opposed.
25. Supervisor Porterfield moved to adopt **Resolution #354-2012** to appoint PNC Bank and PLGIT as depositories for Pequea Township for 2012. Supervisor Lehman seconded it. All voted in favor. None opposed.

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26. Supervisor Porterfield moved to set the Zoning Hearing Board members rate of pay at \$40.00 per meeting. Supervisor Reynolds seconded it. All voted in favor. None opposed.
27. Supervisor Porterfield moved to approve mileage reimbursement for Supervisors and employees for use of their own vehicle for township business at the rate allowed by the current IRS standard for 2012. Supervisor Reynolds seconded it. Supervisor Lehman raised a discussion that for the past two years he hasn't taken any mileage as Treasurer and Chair, but he is going to take it starting January 2012. All voted in favor. None opposed.
28. Supervisor Porterfield moved to keep the Personnel Policy benefits for 2012 same as Personnel Policy adopted on July 21, 2010. Supervisor Reynolds seconded it. All voted in favor. None opposed.
29. Supervisor Lehman moved to set the Treasurer's Bond at \$800,000.00 for 2012. Supervisor Reynolds seconded it. All voted in favor. None opposed.
30. Supervisor Lehman moved to set the Street Light Tax Collectors bond at \$25,000.00 for 2012. Supervisor Reynolds seconded it. All voted in favor. None opposed.
31. Supervisor Lehman moved to keep the township office hours at 9 am to 4 pm Monday through Friday and the road crew hours at the Roadmaster's discretion. Supervisor Reynolds raised a discussion since Jeanette Miller comes in at 7:30 a.m. and some people might like to drop things off on their way to work. Supervisor Lehman said it works out well for Jeanette Miller to have that quiet time before the office officially opens. Supervisor Reynolds seconded it. All voted in favor. None opposed.
32. Supervisor Porterfield tabled the appointment of Emergency Management Coordinator. Supervisor Lehman moved to appoint Robert Gregg as Alternate Emergency Management Coordinator. Supervisor Reynolds seconded it. All voted in favor. None opposed. Supervisor Reynolds raised a discussion about making a motion to send out letters to Fire Departments requesting volunteers for the Emergency Management Coordinator position. Supervisor Reynolds moved to send West Willow Fire Company and New Danville Fire Company a letter requesting volunteers for the Emergency Management Coordinator position. Supervisor Lehman seconded it. All voted in favor. None opposed.
33. Supervisor Porterfield move to appoint Supervisor Reynolds for Emergency Management Coordinator liaison. Supervisor Lehman seconded it. All voted in favor. None opposed.
34. Supervisor Lehman moved to adopt **Resolution #355-2012** naming Jeanette Miller for Chief Administrative Officer as of January 3, 2012 for the purpose of carrying information to the Department of the Auditor General, and to administer funds with the Principal Financial Group. Supervisor Reynolds seconded it. All voted in favor. None opposed.

LEVY TAXES FOR 2012

1. Supervisor Porterfield moved to reappoint the County of Lancaster to fill the vacancy of tax collector to collect the real estate tax for Pequea Township for the year 2012. Supervisor Reynolds seconded it. All voted in favor. None opposed.

APPOINTMENT OF CPA

1. Supervisor Lehman moved to adopt **Resolution #356-2012** to appoint Bertz, Hess & Co., LLP to audit the accounts of the Township of Pequea for the year ending 12/31/2011. Supervisor Porterfield seconded it. All voted favor. None opposed.

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MEETING ADJOURNED: The meeting adjourned at 7:30 p.m.

Respectfully submitted,



Connie Kauffman, Township Secretary

1-3-2012 BOS Reorganization Meeting

Alan Schell

Patti Lehman

Bill Schell

Jacqui Johns

~~Robert Raul~~

Bruce M. Huff

Donald Stapp

Charles J. Jones

Jim Butts

Elaine Jones

Jim ~~...~~

Len Murphy

MARK & DIANE MEYER

John ~~...~~