

BOARD OF SUPERVISORS MEETING FEBRUARY 20, 2013

Minutes of the Pequea Township Board of Supervisors meeting held February 20, 2013 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
Harry Lehman, Chairman
Bill Schall, Vice-Chairman
Jay Reynolds, Supervisor

Others present:

Connie Kauffman, Twp. Secretary
Bruce Frymyer, Roadmaster
Sign in Sheet Attached

ANNOUNCEMENTS:

- Public Meetings may be both audio and video recorded.
- The Board of Supervisors held personnel meetings on Tuesday, January 22, Friday, January 25, and Monday, January 28 for the purpose of interviewing for the Treasurer position.
- The Board of Supervisors held a personnel meeting on Friday, January 25 for the purpose of interviewing for the Roadmaster position.
- The Board of Supervisors held personnel Executive Sessions on Monday, February 11 and Tuesday, February 12, 2013.
- There is an open position on the Park & Recreation Board. Letters of Interest may be sent to the township office.

PRESENTATION

Guest speaker Joseph Carr and Brian Duquin, Jr. from Lancaster EMS gave a presentation on Cardiac Arrest, defibrillators, and the importance of being prepared.

MINUTES OF PREVIOUS MEETING: Supervisor Lehman moved to approve the minutes of January 16, 2013. Supervisor Schall seconded the motion. All voted in favor, none opposed.

TREASURERS REPORT: A copy of the bill list is on the table. Supervisor Lehman moved to approve checks #8287 through #8326 of the General Fund and checks #1013 through #1018 of the Recreation Fund. Supervisor Schall seconded the motion. All voted in favor, none opposed.

PUBLIC COMMENTS:

Ed Kelly said his house was broken into and he was impressed with the Southern Regional Police Department's prompt and professional response.

Jackie Johns commented on the township's Comcast contract, made a recommendation that the township keep track of addresses with septic systems, and asked the Supervisors to consider a township trash collector.

OLD BUSINESS:

1. Southern Lancaster County Inter-Municipal Agreement (EMC) – Supervisor Reynolds tabled until there is a consensus with the other townships.
2. **Resolution ___-2013** Record Retention Original Copy – Supervisor Lehman moved to pass **Resolution 375-2013**. Supervisor Schall seconded the motion. All voted in favor, none opposed.

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NEW BUSINESS:

1. Set Date for Community Day – Supervisor Lehman moved to authorize the Park & Recreation Board's request to hold Community Day on Saturday, June 1, 2013 and that expenditures do not exceed the money in the Community Days Donation Fund. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
2. **Resolution #___-2013** – Close two PLGIT Funds – Supervisor Lehman moved to pass **Resolution #376-2013**. Supervisor Schall seconded the motion. All voted in favor, none opposed.
3. Sale of Personal (Township) Property - Crafcro Spray Patcher – Supervisor Lehman moved to accept the \$22,500.00 offer by East Union Township for the MODEL AF8160 year 2008 Magnum Crafcro Spray Injection Patcher Serial Number 1C9AF1624814118160 with the proceeds being deposited into the State Highway Fund. Supervisor Schall seconded the motion. All voted in favor, none opposed.
4. Sewer Hookup Request for 198 W. Kendig Road – Supervisor Lehman moved to approve 4 EDU of sewer capacity for the property located at 198 W. Kendig Road. Supervisor Schall seconded the motion. All voted in favor, none opposed.
5. Deer Crossing Sign Brenneman Road – Supervisor Lehman moved to install two deer crossing signs in the area of 219 Brenneman Road. Supervisor Reynolds seconded the motion. Supervisor Lehman clarified that we already have one sign and need to purchase the second. All voted in favor, none opposed.
6. Appoint Roadmaster effective January 29, 2013 – Supervisor Lehman moved to ratify the full-time employment of Bruce Frymyer retroactive to January 29, 2013 at the rate of \$22.50 per hour. Supervisor Schall seconded the motion. All voted in favor, none opposed.
Supervisor Lehman moved to appoint Bruce Frymyer as Roadmaster effective January 29, 2013. Supervisor Schall seconded the motion. All voted in favor, none opposed.
7. Authorize Purchase of Cell Phones & Authorize Signing Master Price Agreement – Supervisor Lehman moved to authorize the purchase of two cell phones at a monthly fee of \$56.55 plus surcharges and to authorize the Chairman and Secretary to sign the Master Price Agreement. Supervisor Schall seconded the motion. All voted in favor, none opposed.
8. Appoint Secretary to Full-Time status effective February 4, 2013 – Supervisor Lehman moved to appoint Connie Kauffman to full-time status effective February 4, 2013. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
9. Annual Rec Alliance Bike Ride Sunday June 23 – letter of approval – Supervisor Lehman moved to approve the 4th Annual Rec Alliance Bike Ride on June 23, 2013. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
10. Accept the resignation of Joan Gogoj from Park Board – Supervisor Lehman moved to accept the resignation of Joan Gogoj as of February 28, 2013. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
11. EMC Seminar Reimbursement Request – Supervisor Lehman moved to reimburse Pequea Township Emergency Management Coordinator Tony Williams \$31.66 for expenses incurred from an Emergency Management seminar. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.

ADDENDUM

1. Appoint Acting Treasurer effective February 28, 2013 – Supervisor Lehman moved to appoint Connie M. Kauffman as Acting Treasurer effective February 28, 2013. Supervisor Schall seconded the motion. All voted in favor, none opposed.

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2. Appoint Street Light Tax Collector effective February 28, 2013 – Supervisor Lehman moved to appoint Connie M. Kauffman as Street Light Tax Collector effective February 28, 2013. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
3. Treasurer Bond and Street Light Bond effective February 28, 2013 – Supervisor Lehman moved to authorize the Township Secretary and the Treasurer to prepare and sign the necessary paperwork to change the name on the Treasurer Bond and Street Light Bond from Robert L. Porterfield to Connie M. Kauffman effective February 28, 2013 and to authorize the Chairman to sign the prepared documents. Supervisor Schall seconded the motion. All voted in favor, none opposed.
4. Appoint Open Records Officer effective February 28, 2013 – Supervisor Lehman moved to appoint Connie M. Kauffman as Open Records Officer effective February 28, 2013. Supervisor Schall seconded the motion. All voted in favor, none opposed.
5. Adopt **Resolution # ____-2013** to appoint Chief Administrative Officer effective February 28, 2013 – Supervisor Lehman moved to pass **Resolution #377-2013**. Supervisor Schall seconded the motion. All voted in favor, none opposed.
6. Public Gathering Ordinance – Supervisor Lehman moved to instruct the Pequea Township Solicitor to prepare a Public Gathering Ordinance with his recommendations. Supervisor Schall seconded the motion. All voted in favor, none opposed.

DEPARTMENTAL REPORTS:

Road Crew – Report on file.

Zoning/Code Officer – Report on file.

Southern Regional Police Department – January Monthly Report is on the table. Officer Blank gave the report

Southern Regional Police Commission – January Meeting Minutes are on the table.

Southern Lancaster County Inter-Municipal Council – Supervisor Reynolds said January minutes are on the table.

Emergency Management Coordinator –

PEQUEA TOWNSHIP ZONING HEARING BOARD – No meeting held in February.

ADVISORY BOARD REPORTS:

Pequea Township Planning Commission – Meeting held January 30, 2013. Special meeting held February 7, 2013.

Pequea Township Park & Recreation Board – Meeting held February 13, 2013. Minutes are on the table.

MEETING ADJOURNED at 7:43p.m.

Respectfully submitted,



Connie Kauffman, Township Secretary

2013-02-20 BOS Sign-In Sheet

Carmen Swinehart, Carmen Swinehart

Ed & Shana Kelley
John & Helen Miller

Patti Lehman

ROBERT RACE, JR

Jean Butts

DAVID STULL

Jackie Johns
M W

Dan Mast

Theresa Miller

Jane Jones
Ken SMITH - NDFC

Paula Smith

Alaine Jones

Steve Jozz

BRAO STEAK - NDFC