

BOARD OF SUPERVISORS REORGANIZATION MEETING AGENDA

Monday, January 4, 2016

Welcome

Pledge of Allegiance

ANNOUNCEMENTS

REORGANIZATION

1. The first order of business is the nomination of a Chairperson. ____ move to nominate _____ as Chairperson. Do I have a second? Discussion? All in favor?
2. The second order of business is the nomination of a Vice-Chairperson. ____ move to nominate _____ as Vice-Chairperson. Discussion? All in favor?

SOUTHERN REGIONAL POLICE COMMISSION

Each year one of the Supervisors must be appointed to serve on the Southern Regional Police Commission. ____ move to appoint _____ to serve as Police Commissioner for year 2016. Do I have a second? Discussion? All in favor?

Every two years the municipality appoints a Citizen Representative to serve on the Southern Regional Police Commission for a two year term. _____ move to appoint _____ to serve as Citizens Representative to the Southern Regional Police Commission for the term January 1, 2016 to December 31, 2017. Do I have a second? Discussion? All in favor?

REAPPOINTMENTS, APPOINTMENTS AND WAGES

1. ____ move to appoint _____ as Secretary. Do I have a second? Discussion? All in favor?
2. ____ move to appoint _____ as Treasurer. Do I have a second? Discussion? All in favor?
3. ____ move to appoint _____ as Assistant Secretary at the same compensation as _____. Do I have a second? Discussion? All in favor?
4. ____ move to appoint _____ as Assistant Treasurer at the same compensation as _____. Do I have a second? Discussion? All in favor?
5. ____ move to appoint _____ as Roadmaster. Do I have a second? Discussion? All in favor?
6. ____ move to authorize _____, Chairperson of the Board of Supervisors or _____, to be Duly Authorized Representative for the Declaration of Snow and Ice Emergencies as Described in Section 4 of Ordinance #158-2008
7. ____ move to appoint _____ as Open Records Officer. Do I have a second? Discussion? All in favor?
8. ____ move to appoint _____ as Street Light Tax Collector. Do I have a second? Discussion? All in favor?
9. ____ move to appoint _____ as Alternate Street Light Tax Collector. Do I have a second? Discussion? All in favor?
10. ____ move to set the Treasurer Bond at \$800,000.00 or _____ for 2016. Do I have a second? Discussion? All in favor?
11. ____ move to set the Assistant Treasurer Bond at \$800,000.00 or _____ for 2016. Do I have a second? Discussion? All in favor?
12. ____ move to set the Street Light Tax Collector Bond at \$25,000.00 or _____ for 2016. Do I have a second? Discussion? All in favor?
13. ____ move to set the Alternate Street Light Tax Collector Bond at \$25,000.00 or _____ for 2016. Do I have a second? Discussion? All in favor?
14. ____ move to adopt **Resolution No.** _____ naming _____, Treasurer OR _____, Assistant Treasurer as Chief Administrative Officer as of January 4, 2016 for the purpose of carrying information to the Department of the Auditor General, and to administer funds with the Principal Financial Group. Do I have a second? Discussion? All in favor?

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15. ___move to approve mileage reimbursement for Supervisors and employees for use of their own vehicle for township business at the 54.0 cents per mile rate issued by the IRS for 2016. Do I have a second? Discussion? All in favor?
16. ___move to keep the Personnel Policy benefits for 2016 the same as in the Personnel Policy adopted on March 19, 2015. Do I have a second? Discussion? All in favor?
17. ___move to keep the township office hours at 9 am to 3:30 pm Monday through Friday or _____ and the road crew hours at the Roadmaster's discretion or _____. Do I have a second? Discussion? All in favor?
18. ___move to adopt **Resolution No. _____** to appoint PNC Bank, Citizens Bank and PLGIT as depositories for Pequea Township for 2016. Do I have a second? Discussion? All in favor?
19. ___move to appoint _____ as Volunteer Fire Company Liaison. Do I have a second? Discussion? All in favor?
20. ___move to appoint _____ as Administrative Liaison. Do I have a second? Discussion? All in favor?
21. ___move to appoint _____ as Road Crew Liaison. Do I have a second? Discussion? All in favor?
22. ___move to appoint _____ as Legal Liaison. Do I have a second? Discussion? All in favor?
23. ___move to appoint _____ as Park Liaison. Do I have a second? Discussion? All in favor?
24. ___move to appoint _____ as Emergency Management Liaison. Do I have a second? Discussion? All in favor?
25. ___move to appoint _____ as Voting Delegate for the PSATS State Conference with all three Supervisors authorized to attend. Do I have a second? Discussion? All in favor?
26. ___move to appoint _____ to represent Pequea Township for the Community Block Grant Program in 2016. Do I have a second? Discussion? All in favor?
27. ___move to approve Pequea Township to be a member of the Southern Lancaster County Inter-Municipal Committee for 2016 and to appoint _____ to represent Pequea Township at the monthly meetings. Do I have a second? Discussion? All in favor?
28. ___move to appoint _____ as Chairperson of the Ag Security Committee. Do I have a second? Discussion? All in favor?
29. ___move to appoint _____ as Sewage Enforcement Officer and set the pay rate according to the 2016 SEO Rate Schedule. Do I have a second? Discussion? All in favor?
30. ___move to appoint _____ as Alternate Sewage Enforcement Officer and set the pay rate according to the 2016 Rate Schedule. Do I have a second? Discussion? All in favor? Any opposed?
31. ___move to appoint _____ as Zoning Officer, Code Enforcement Officer, and Building Code Official and set the pay rate according to the 2016 Rate Schedule. Do I have a second? Discussion? All in favor?
32. ___move to appoint _____ as Alternate Zoning Officer and Code Enforcement Officer and set the pay rate according to the 2016 Rate Schedule. Do I have a second? Discussion? All in favor?
33. ___move to appoint _____ to the Pequea Township Planning Commission for a four-year term ending January 2020. Do I have a second? Discussion? All in favor?
34. ___move to adopt **Resolution # ___-2016** to appoint _____ to the Zoning Hearing Board for a five-year term to expire January 2021 and appoint _____ as Alternate to the Zoning Hearing Board for a three-year term to expire January 2019. Do I have a second? Discussion? All in favor?
35. ___move to set the Zoning Hearing Board members rate of pay at \$40.00 or _____ per meeting. Do I have a second? Discussion? All in favor?
36. ___move to appoint _____ as Chairperson of the Vacancy Committee for 2016. Do I have a second? Discussion? All in favor?
37. ___move to appoint _____ as Solicitor for all general purposes. Do I have a second? Discussion? All in favor?
38. ___move to appoint _____ as Engineer for all general purposes and set the pay rate according to the 2016 Rate Schedule. Do I have a second? Discussion? All in favor?
39. ___move to appoint _____ as Alternate Engineer, set the pay rate according to the 2016 Rate Schedule, and authorize to sign the Professional Services Agreement. Do I have a second? Discussion? All in favor?

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40. ____ move to appoint _____ as Emergency Management Coordinator. Do I have a second? Discussion? All in favor?
41. ____ move to appoint _____ as Deputy Emergency Management Coordinator. Do I have a second? Discussion? All in favor?
42. ____ move to appoint _____ as Assistant Emergency Management Coordinator. Do I have a second? Discussion? ____ All in favor?
43. ____ move to appoint _____ as Stormwater Coordinator. Do I have a second? Discussion? ____ All in favor?

MUNICIPAL REPRESENTATIVES TO 272 STUDY ADVISORY COMMITTEE

____ move to appoint _____ and _____ to serve as municipal representatives to the 272 Study Advisory Committee for year 2016. Do I have a second? Discussion? All in favor?

COLLECT TAXES FOR 2016

____ move to appoint the County of Lancaster or _____ to fill the vacancy of Tax Collector to collect the real estate tax for Pequea Township for the year 2016. Do I have a second? Discussion? All in favor?

APPOINTMENT OF CPA

____ move to adopt **Resolution No.** _____, to appoint Bertz, Hess & Co., LLP to audit the accounts of the Township of Pequea for the year ending 12/31/2015. Do I have a second? Discussion? All in favor?

APPOINTMENT OF INSPECTION AGENCIES

____ move to appoint Pete Kingsley of Commonwealth Code Inspection Services, Inc. and Jason Stevens of Code Administrators, Inc. and/or _____ as the UCC (Unified Construction Code) Inspection Agencies for the year 2016. Do I have a second? Discussion? All in favor?

SETTING FEES FOR 2016

The purpose of this Resolution is to organize the Township Administrative Fees into one Resolution to be reviewed and set on a yearly basis. This covers fees from pavilion rental to sewage and zoning. ____ move to adopt **Resolution #**____-**2016** setting township fees for 2016. Do I have a second? Discussion? All in favor?

Additional Business

Public Comments:

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Items on the agenda:

Items not on the agenda:

New Business

1. Authorize to Advertise Bid Project – Benedict Road – Seal Coat
2. Authorize to Advertise Bid Project – West Boehms Road – Cold-In-Place and Wearing
3. Authorize to Advertise Bid Project – Silver Mine Road – 3” Leveling
4. Authorize to Advertise Bid Project – Bauer Avenue – Base and Wearing
5. Authorize to Advertise Bid Project - Deerfield Road – Cold-In-Place and Wearing
6. Authorize to Advertise Bid Project - Carol Lynn Drive – 3” Leveling
7. **Resolution No. _____** - 2016 to allow an escalator clause for bituminous material to be included as part of the proposals. (PDOT, Publication 408/Section 110.04)
8. West Willow Fire Company and New Danville Fire Company – Calendar of Events