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BOARD OF SUPERVISORS REORGANIZATION MEETING

January 4, 2021

Minutes of the Pequea Township Board of Supervisors reorganization meeting held at 7:00 on January 4,, 2021 at the Pequea Township Municipal Building.

Present at the meeting were:

Harry Lehman, Chairman
Anthony Cazillo, Vice-Chairman
Scott Edwards, Supervisor
Eric Lucas, Supervisor
E. John Hlavacek, Supervisor

Others present:

Robert Reidenbach, Twp. Assistant/
Recording Sec.
Tom Haas
Jackie Johns
Jason Topper

CALL TO ORDER: Chmn. Lehman called the meeting to order at 7:00 PM.

Pledge of Allegiance

ANNOUNCEMENTS:

Chairman Lehman announced that Supervisor Edwards asked for an addendum item regarding the purchase of meeting room furniture be added to the agenda. Chairman Lehman moved that it be added to the agenda. Vice-Chairman Cazillo seconded the motion. All voted in favor to add the item.

PUBLIC COMMENTS:

ITEMS ON THE AGENDA: none

ITEMS NOT ON THE AGENDA: none

NECESSARY BUSINESS:

1. Authorize Chair to sign Section 147(F) Form that signifies approval for WWFC to enter into a contract to finance equipment: One (1) Pierce Enforcer PUC 10000 gallon Rescue Pumper

Supervisor Lucas moved that the Board authorize the Chair to sign Section 147 (F) Form that signifies approval for WWFC to enter into a contract to finance equipment: One (1) Pierce Enforcer PUC 1000 gallon Rescue Pumper. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

2. Addendum: Meeting Room Furniture

Supervisor Edwards moved to purchase meeting room furniture at an approximate cost of \$2,700.00. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

ORGANIZATION:

1. Appoint Chair of the Board of Supervisors

Supervisor Edwards moved to appoint Harry Lehman as Chairman of the Board of Supervisors. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

2. Appoint Vice-Chair of the Board of Supervisors

Chairman Lehman moved to appoint Anthony Cazillo as Vice-Chair of the Board of Supervisors. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

3. Appoint Secretary

Chairman Lehman moved to appoint Kim Ulaky as township secretary. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

4. Appoint Assistant Secretary

Chairman Lehman moved to appoint Dawn Rineer as assistant secretary. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

5. Appoint Assistant/Recording Secretary

Supervisor Edwards moved to appoint Rob Reidenbach as assistant/recording secretary at a salary of \$103.00 per meeting. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

6. Resolution-Appoint Treasurer (Res. # 556-2021)

Chairman Lehnman moved to pass Resolution # 556-2021 to appoint Dawn Rineer as treasurer. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

7. Resolution-Appoint Assistant Treasurer (Res. # 557-2021)

Chairman Lehman moved to appoint Kim Ulaky as assistant treasurer. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

8. Resolution- Appoint Treasurer & Assistant Treasurer as Signatories-SRPC Checking Account (Res. # 558-2021)

Chairman Lehman moved to pass Resolution # 558-2021, a joint resolution of Conestoga and Pequea Townships, authorizing the appointment of signatures for the Southern Regional Police Commission checking account. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

9. Appoint Roadmaster

Vice-Chairman Cazillo moved to appoint Jeff Fry as roadmaster. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

10. Set Meeting Dates and Time

Vice-Chairman Cazillo moved to set the meeting dates as the third Wednesday of every month. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

11. Set Township Hours for 2021

Chairman Lehman moved to set the township business hours as 9:00-4:30 Monday thru Thursday. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

12. Set Amount of Treasurer Bond

Chairman Lehman moved to set the treasurer's bond at \$2,000,000.00. Supervisor Edwards seconded the motion. All voted in favor; none opposed.

13. Set Amount of Assistant Treasurer Bond

Chairman Lehman moved to set the assistant treasurer's bond at \$2,000,000.00. Supervisor Edwards seconded the motion. All voted in favor; none opposed.

14. Resolution- Appoint Chief Administrative Officer of the Non-Uniformed Employees' Pension Fund (Res. # 559-2021)

Chairman Lehman moved to pass Resolution # 559-2021, a resolution of the Board of Supervisors, appointing the treasurer as chief administrative officer of the non-uniformed employees' pension plan. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

15. Resolution- Appoint Chief Administrative Officer of the Uniformed Employees' Pension Plan (Res. # 560-2021)

Chairman Lehman moved to pass Resolution # 560-2021, a resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, appointing the treasurer and/or the chief of police as chief administrative officer of the uniformed employees' pension plan. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

16. Resolution- Appoint Depositories for 2021-PNC Bank and PLIGIT Account (Res. # 561-2020)

Chairman Lehman moved to pass Resolution # 561-2021, a resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, designating the depository or depositories for Township funds. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

17. Appoint Benecon Benefits Administrator

Supervisor Edwards moved to appoint Dawn Rineer as the Benecon Benefits administrator. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

18. Appoint Road/Park Crew Liaison

Vice -Chairman Cazillo moved to appoint Scott Edwards as the road/park crew liaison. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

19. Appoint Legal Liaison

Vice-Chairman Cazillo moved to appoint Harry Lehman as legal liaison. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

20. Appoint Police Liaison

Supervisor Edwards moved to appoint Harry Lehman as police liaison. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

21. Appoint Administrative Liaison

Supervisor Edwards moved to appoint Harry Lehman as administrative liaison. Vice-Chairman Cazillo seconded the motion. Supervisors Lehman, Cazillo, Lucas and Edwards voted in favor; Supervisor Hlavacek opposed.

22. Appoint Volunteer Fire Company Liaison

Chairman Lehman moved to appoint Anthony Cazillo as fire company liaison. Supervisor Edwards seconded the motion. All voted in favor; none opposed.

23. Appoint Voting Delegate for PSATS Convention

Chairman Lehman moved to appoint Eric Lucas as voting delegate for PSATS conference. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

24. Appoint Community Block Grant Program Representative

Chairman Lehman moved to appoint Anthony Cazillo as Community Block Grant Representative. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

25. Authorize Representative for Declaration of Snow and Ice Emergencies

Supervisor Edwards moved to authorize Chairman Lehman and roadmaster Jeff Fry to be duly authorized representatives for the declaration of snow and ice emergencies as described in Section 304 of the Traffic Ordinance 215-2019. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

26. Resolution- Authorize revision of Fee Schedule for fees charged in connection with the Township Zoning Ordinance Application and other fees associated with the administration of the Township (Res. # 562-2021)

Chairman Lehman moved to pass Resolution #562-2021, whereas the Township desires to establish and/or revise fees charged in connection with the Township Zoning Ordinance Application and other fees associated with the administration of the Township. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

27. Set Mileage Reimbursement Rate for 2021 (IRS set \$.56/mile)

Supervisor Lucas moved to set the mileage reimbursement rate for 2021 at \$.56/mile as set by the IRS. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

28. Appoint Zoning Officer

Vice-Chairman Cazillo moved to appoint Mark Deimler as zoning officer. Chairman Lehman seconded the motion. All voted in favor; none opposed.

29. Appoint Building Code Official and Code Enforcement Officer

Vice-Chairman Cazillo moved to appoint Mark Deimler as our Building Code Official and Code Enforcement officer. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

30. Resolution- Appoint Zoning Hearing Board Member (Res. # 563-2021)

Chairman Lehman moved to pass Resolution # 563-2021, a resolution of the Board of Supervisors of Pequea Township, Lancaster County, Pennsylvania, appointing Mark Meyer to the Zoning Hearing Board for a term of five years, ending January 5, 2026. Supervisor Edwards seconded the motion. All voted in favor; none opposed.

31. Set Zoning Hearing Board Members' Rate of Pay

Supervisor Edwards moved to set the rate of pay for the Zoning Hearing Board members at \$40.00 per meeting attended. Vice Chairman Cazillo seconded the motion. All voted in favor; none opposed.

32. Set Zoning Hearing Board Solicitor's Rate of Pay Limit

Supervisor Edwards moved to set the rate of pay for the Zoning Hearing Board solicitor not to exceed 155.00 per hour. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed

33. Appoint Planning Commission Member (Frank Altdorffer)

Chairman Lehman moved to appoint Frank Altdorffer to the Planning Commission, term ending January 2025. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed

34. Appoint Municipal Representative to Route 272 Study Advisory Committee

Supervisor Hlavacek moved to appoint Supervisors Edwards and Hlavacek to serve as municipal representatives to the Route 272 Study Advisory Committee for 2021. Chairman Lehman seconded the motion. All voted in favor; none opposed.

35. Appoint UCC Inspection Agency (1 of 2)

Supervisor Edwards moved to appoint Commonwealth Code Inspection Service as a uniform construction code (UCC) inspection agency for Pequea Township for the year 2021. Chairman Lehman seconded the motion. All voted in favor; none opposed.

36. Appoint UCC Inspection Agency (2 of 2)

Supervisor Edwards moved to appoint Code Administrators, Inc, as a uniform construction code (UCC) inspection agency for Pequea Township for the year 2021. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

37. Appoint Township Engineer

Vice-Chairman Cazillo moved to appoint Solanco Engineering's Mark Deimler as our township engineer. Chairman Lehman seconded the motion. All voted in favor; none opposed.

38. Appoint Alternate Engineer

Chairman Lehman moved to table the alternate engineer. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

39. Appoint Engineer for Municipal Separate Storm Sewer System (MS4)

Supervisor Lucas moved that we appoint Hanover Engineering for Municipal Separate Storm Sewer System (MS4) for 2021. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

40. Appoint Sewage Enforcement Officer

Chairman Lehman moved to appoint Mark Deimler, Solanco Engineering, as sewage enforcement officer. Supervisor Edwards seconded the motion. All voted in favor; none opposed.

41. Appoint Alternate Sewage Enforcement Officer

Chairman Lehman moved to appoint Marv Stoner as alternate sewage enforcement officer. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

42. Appoint Township Solicitor

Vice-Chairman Cazillo moved to appoint Dethlefs-Pykosh as our township solicitor. Supervisor Edwards seconded the motion. All voted in favor; none opposed.

43. Appoint Open records Officer

Vice-Chairman Cazillo moved to appoint Mike Pykosh as our open records officer. Supervisor Edwards seconded the motion. All voted in favor; none opposed.

44. Appoint Special Counsel

Supervisor Edwards moved to appoint McNees, Wallace and Nurick LLC as special counsel for Pequea Township for the year 2021. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

45. Appoint Emergency Management Coordinator

Vice-Chairman Cazillo moved to appoint Anthony Williams as emergency management coordinator. Supervisor Edwards seconded the motion. All voted in favor; none opposed.

46. Appoint Deputy Emergency Management Coordinator

Vice-Chairman Cazillo moved to appoint Chief John Michener as our deputy emergency management coordinator. Supervisor Lucas seconded the motion. All vote in favor; none opposed.

47. Appoint Assistant Emergency Management Coordinator

Vice-Chairman Cazillo moved to appoint assistant emergency management coordinator, Bill Birchall. Supervisor Edwards seconded the motion. All vote in favor; none opposed.

48. Appoint Real Estate Tax Collector

Supervisor Edwards moved to appoint the County of Lancaster to collect real estate taxes for Pequea Township for the year 2021. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

49. Appoint Vacancy Board Chair for 2021

Chairman Lehman moved to appoint Christine Haas as vacancy chair for 2021. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

50. Appoint Member of LIMC (Lancaster Inter-Municipal Committee)

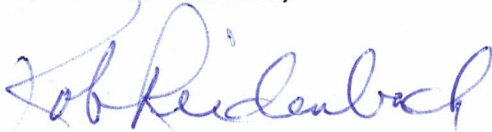
Chairman Lehman moved to appoint Anthony Cazillo as our member to the Lancaster Inter-Municipal Committee. Vice-Chairman Cazillo seconded the motion. All voted in favor; none opposed.

51. Appoint Member of SLSA (Suburban Lancaster Sewer Authority)

Chairman Lehman moved to appoint Eric Lucas to the Suburban Lancaster Sewer Authority, term ending May 31, 2024. Supervisor Edwards seconded the motion. Following discussion and clarification, Supervisors Edwards, Lehman, Lucas and Cazillo voted in favor; Supervisor Hlavacek opposed.

Meeting adjourned at 7:48 PM

Respectfully submitted,



Rob Reidenbach, Township assistant/recording secretary

Happy New Year!



Sign-in sheet Peguea Township Board of Supervisors Re-org
meeting - 7 pm - Peguea Twp Bldg. January 4, 2021

1. Jan Tapp
2. Jackie Johns
3. Tom Hagan
- 4.
- 5.
- 6.