

BOARD OF SUPERVISORS REORGANIZATION MEETING - January 3, 2022

Minutes of the Pequea Township Board of Supervisors reorganization meeting held at 7:00 on January 3, 2022 at the Pequea Township Municipal Building.

Present at the meeting were:

Harry Lehman, Chairman
Tom Haas, Vice-Chairman
E. John Hlavacek, Supervisor
Eric Lucas, Supervisor
Michael Novak, Supervisor

Others Present:

Diane Meyer Mark Meyer
Jeff Kreider Della Kreider
Beth Novak Scott Edwards
Barrie Edwards Jackie Johns
Robert Reidenbach, Twp. Assistant/
Recording Sec.

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

Pledge of Allegiance

ANNOUNCEMENTS:

Chairman Lehman announced that the repair of the park truck is an item of new business and that he would like to add an addendum item related to adjustment of part-time police wages. Lehman added that a representative to the SLSA Board would not be necessary tonight as Supervisor Lucas holds that position until May of 2024.

ORGANIZATION:

1. Appoint Chair of the Board of Supervisors

Supervisor Haas moved to appoint Harry Lehman as Chairman of the Board of Supervisors. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

2. Appoint Vice-Chair of the Board of Supervisors

Chairman Lehman moved to appoint Tom Haas 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. Supervisor Lucas 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 Haas seconded the motion. All voted in favor; none opposed.

5. Appoint Assistant/Recording Secretary

Supervisor Lucas moved to appoint Rob Reidenbach as assistant/recording secretary. Vice-Chairman Haas seconded the motion. Supervisors Lehman, Novak, Lucas and Haas voted in favor; Supervisor Hlavacek opposed.

6. Resolution-Appoint Treasurer (Res. # 585-2022)

Vice-Chairman Haas moved to pass Resolution # 585-2022 to appoint Dawn Rineer as treasurer. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

7. Resolution-Appoint Assistant Treasurer (Res. # 586-2022)

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

8. Appoint Roadmaster

Vice-Chairman Haas moved to appoint Brian Herr as roadmaster. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

9. Set Township Hours for 2022

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

10. Set Amount of Treasurer Bond

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

11. Resolution- Appoint Chief Administrative Officer of the Non-Uniformed Employees' Pension Plan (Res. # 587-2022)

Supervisor Lucas moved to pass Resolution # 587-2022 appointing Dawn Rineer as chief administrative officer of the non-uniformed employees' pension. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

12. Resolution- Appoint Chief Administrative Officer of the Uniformed Employees' Pension Plan (Res. # 588-2022)

Chairman Lehman moved to pass Resolution # 588-2022 appointing Dawn Rineer as chief administrative officer of the uniformed employees' pension plan. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

13. Resolution- Appoint Depositories for 2022-PNC Bank and PLIGIT Account (Res. #589-2022)

Chairman Lehman moved to pass Resolution # 589-2022 to appoint PNC Bank as depository for 2022 for the PLIGIT Account. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

14. Appoint Benecon Benefits Administrator

Vice-Chairman Haas moved to appoint Dawn Rineer as the Benecon Benefits administrator. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

15. Appoint Road/Park Crew Liaison

Chairman Lehman moved to appoint Tom Haas as the road crew/park liaison. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

16. Appoint Legal Liaison

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

17. Appoint Police Liaison

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

18. Appoint Administrative Liaison

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

19. Appoint Volunteer Fire Company Liaison

Chairman Lehman moved to appoint Mike Novak as fire company liaison. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

20. Appoint Voting Delegate for PSATS Convention

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

21. Appoint Community Block Grant Program Representative

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

22. Authorize Representative for Declaration of Snow and Ice Emergencies

Vice-Chairman Haas moved to authorize Harry Lehman or roadmaster Brian Herr for the declaration of snow and ice emergencies. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

23. 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. #590-2022)

Chairman Lehman moved to approve Resolution #590-2022, a resolution to authorize the revision of the fee schedule for fees charged in connection with the Township Zoning Ordinance Application and other fees associated with the administration of the Township. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

24. Set Mileage Reimbursement Rate for 2022 (IRS set \$.58.5/mile)

Supervisor Lucas moved to set the mileage reimbursement rate for 2022 at \$.585/mile as set by the IRS. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

25. Appoint Zoning Officer

Supervisor Lucas moved to appoint Mark Deimler /Solanco Engineering as our zoning officer. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

26. Appoint Building Code Official and Code Enforcement Officer

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

27. Resolution- Appoint Zoning Hearing Board Member for a 5 year term to end 1/4/2027 (Res. #591-2022)

Chairman Lehman moved to pass Resolution # 591-2022 appointing Robert Mellinger to a 5 year term to end 1/4/2027 on the Zoning Hearing Board. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

28. Resolution- Alternate Zoning Hearing Board Member for a 3 year term to end 1/6/2025-Appoint (Res. # 592-2022)

Chairman Lehman moved to approve Resolution #592-2022 appointing Jason Kreider to a 3 year term as alternate to the Zoning Hearing Board ending 1/6/2025. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

29. Set Zoning Hearing Board Members' Rate of Pay

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

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

Chairman Lehman moved to set the Zoning Hearing Board solicitor rate of pay limit at \$155.00 per hour. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

31. Appoint Planning Commission Member for a 4 year term to end 1/5/2026

Chairman Lehman moved to appoint Robert Heckrote to the Planning Commission, term ending 1/5/2026. Supervisor Lucas seconded the motion. All voted in favor; none opposed

32. Appoint Planning Commission Member for a 4 year term to end 1/5/2026

Supervisor Lucas moved to appoint Craig Patterson to a 4 year term of the Planning Commission, ending 1/5/2026. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

33.Appoint UCC Inspection Agency (1 of 2)

Vice-Chairman Haas moved to appoint Commonwealth Code Inspection Services as the UCC inspection agency. Chairman Lehman seconded the motion. All voted in favor; none opposed.

34. Appoint UCC Inspection Agency (2 of 2)

Supervisor Lucas moved to appoint Code Administrators, Inc, as the UCC inspection agency. Chairman Lehman seconded the motion. All voted in favor; none opposed.

35. Appoint Township Engineer

Supervisor Lucas moved that we appoint Mark Deimler/Solanco Engineering as our township engineer. Supervisor Hlavacek seconded the motion. All voted in favor; none opposed.

36. Appoint Alternate Engineer

Chairman Lehman moved to table the appointment of an alternate engineer. Vice-Chairman Haas seconded the motion. Discussion ensued with agreement that by not naming a specific alternate engineer, the Board would have greater flexibility to choose the most appropriate entity for the job at hand. All voted in favor; none opposed.

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

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

38. Appoint Sewage Enforcement Officer

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

39. 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.

40. Appoint Township Solicitor

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

41. Appoint Open records Officer

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

42. Appoint Special Counsel

Chairman Lehman moved to appoint McNees, Wallace and Nurick LLC as our special counsel. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

43. Appoint Emergency Management Coordinator

Chairman Lehman moved to appoint Anthony Williams as emergency management coordinator. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

44. Appoint Deputy Emergency Management Coordinator

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

45. Appoint Assistant Emergency Management Coordinator

Supervisor Lucas moved to appoint Bill Birchall as our assistant emergency management coordinator. Vice-Chairman Haas seconded the motion. All vote in favor; none opposed.

46. Appoint Real Estate Tax Collector

Vice-Chairman Haas moved to appoint the County of Lancaster, PA as real estate tax collector. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

47. Appoint Vacancy Board Chair for 2022

Chairman Lehman moved to appoint Della Kreider as vacancy chair for 2022. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

48. Appoint Member of LIMC (Lancaster Intermunicipal Committee)

Chairman Lehman moved to appoint E. John Hlavacek as our member to the Lancaster Intermunicipal Committee. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

NEW BUSINESS:

Chairman Lehman moved to add an agenda item to address part-time police wage adjustment for 2022. The motion was seconded by Supervisor Lucas and Vice-Chairman Haas. All voted in favor; none opposed.

Public Comments on agenda items: none

1. Park Truck Repair

Vice-Chairman Haas gave a summary of the 1986 park truck's repair needs, rationale for repairing and the estimated costs. Haas then moved that we get the 1986 park truck brake work, lift cylinder, exhaust work and inspection done. Chairman Lehman seconded the motion. All voted in favor; none opposed

2. Chairman Lehman moved that we increase the part-time police workers' wages by 2% for the year 2022. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

Post Agenda Board Comments/Announcements

1. Supervisor Hlavacek announced that January was Radon Awareness Month and urged residents to purchase a detection unit for this serious threat.
2. Supervisor Lucas announced that the Pequea Township Police Department is participating in a Lancaster General Blood drive called Bleed Blue, a contest awarding a plaque to the township with the most donors. Everybody wins!

Meeting adjourned at 7:35 PM

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Rob Reidenbach". The signature is fluid and cursive, with a large initial "R" and "R".

Rob Reidenbach, Township assistant/recording secretary