

**PENN TOWNSHIP
BOARD OF SUPERVISORS
MINUTES**

DATE & TIME:

January 4, 2016

7:00 PM

ATTENDANCE:

Board Members Present:

Benjamin Bruckhart

Jill Groff

Ronald H. Krause

Richard Landis

Dick Shellenberger

OTHERS IN ATTENDANCE:

Betsy Logan, Director of Community Development

Chief David Steffen, NLCRPD

Justin Stoltzfus, LNP

Merv Bruckhart, resident

Connie Weidle, Recording Secretary

Call to Order and Pledge of Allegiance- 7 P.M. - Betsy Logan, Acting Chair

Public Comment/Guest Recognition

Chief Steffen expressed his appreciation to the Board and informed them that the NLCRPD will support them in items they may need in regard to information or help with any issues. He also invited them to the Orientation evening at the Headquarters to share in a tour and introductions of new Board Members.

NEW BUSINESS:

Reorganization of the Board

A motion was made by R. Krause, with a second by D. Shellenberger, to appoint B. Bruckhart as Chairperson. The motion passed unanimously.

A motion was made by R. Krause, with a second by R. Landis, to appoint J. Groff as Vice Chairperson. The motion passed unanimously.

A motion was made by R. Krause, with a second by D. Shellenberger, to appoint B. Logan as Interim Secretary. The motion passed unanimously.

A motion was made by R. Krause, with a second by J. Groff, to appoint D. Shellenberger as Assistant Secretary. The motion passed unanimously.

A motion was made by J. Groff, with a second by R. Landis, to appoint R. Krause as Treasurer. The motion passed unanimously.

A motion was made by J. Groff, with a second by D. Shellenberger, to appoint R. Landis as Assistant Treasurer. The motion passed unanimously.

A motion was made by J. Groff, with a second by R. Krause to appoint B. Bruckhart as primary voting delegate and B. Logan as alternate voting delegate for the Pennsylvania State Association of Township Supervisors' Annual Conference (April 17-20, 2016). The motion passed unanimously.

On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to appoint the following Liaisons for 2016:

- a. Administration—D. Shellenberger and R. Krause

- b. Public Works—B. Bruckhart and J. Groff
- c. Planning Commission/Zoning Hearing Board—D. Shellenberger and R. Krause
- d. Northwestern Lancaster County Authority—R. Landis and R. Krause
- e. Emergency Services—B Bruckhart and J. Groff
- f. Park and Recreation— R. Landis and J. Groff

On motion by R. Landis, with a second by J. Groff, it was unanimous to approve the following 2016 Committee Assignments:

- a. Lititz recCenter—D. Shellenberger
- b. Non-Uniform Pension Committee—D. Shellenberger, B. Logan, D. Lefever
- c. Penn Township Agricultural Security Area Advisory Committee—R. Landis

On motion by J. Groff, with a second by D. Shellenberger, it was unanimous to establish the amount of the Treasurer's Bond at \$1,000,000.00.

On motion by R. Krause, with a second by D. Shellenberger, it was unanimous to approve Resolution 2016-01 Boards and Commission Appointments/Reappointments.

On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to approve Resolution 2016-02 Appointment of a Tax Collector.

On motion by J. Groff, with a second by D. Shellenberger, it was unanimous to approve Resolution 2016-03 Non-Uniform Pension Plan Member Contributions.

On motion by R. Landis, with a second by R. Krause, it was unanimous to approve Resolution 2016-04 Appointment/Reappointment of Township Employees/Consultants (Elected/Nonelected).

On motion by R. Landis, with a second by D. Shellenberger, it was unanimous to approve Resolution 2016-05 Appointment of Public Accountant and Compensation to be paid to the Public Accountant.

On motion by R. Landis, with a second by D. Shellenberger, it was unanimous to appoint Sara Gibson as the primary municipal voting delegate and Jim Fisher as the alternate municipal voting delegates to serve on the Lancaster County Tax Collection Bureau's Executive Committee for 2016.

On motion by R. Landis, with a second by D. Shellenberger, it was unanimous to adopt the IRS' 2016 Standard Mileage Rate (54 cents per mile for business miles driven).

OLD BUSINESS:

- B. Logan updated the Board concerning the property at 1022 N. Penryn Road. She said the Right-of-Way Agreement that was signed by the property owner states that no new structure should be erected in the right-of-way. The township engineer advised he was not able to give an opinion on the current wall located in the right-of-way because he is not a structural engineer. H. Smith, as the township building code inspector, looked at the wall and felt that it could be capped as it exists now.
- On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to authorize Ben Bruckhart to sign checks, approve all invoices for payment, review and approve bank reconcilements and review and approve payroll until the township manager's position is filled.

ADJOURNMENT:

On motion by R. Krause, with a second by J. Groff, it was unanimous to adjourn the meeting at 7:30 p.m.

Respectfully Submitted,
Connie Weidle, Recording Secretary