

**PENN TOWNSHIP
BOARD OF SUPERVISORS
MINUTES**

DATE & TIME:

January 2, 2018

7:00 PM

ATTENDANCE:

Board Members Present:

Benjamin Bruckhart

Jill Groff

Ronald H. Krause

Dick Shellenberger

Absent:

Richard Landis

OTHERS IN ATTENDANCE:

Mark Hiester, Township Manager

Fred Hammond, resident

Connie Weidle, Recording Secretary

Call to Order and Pledge of Allegiance- 7 P.M. – Benjamin Bruckhart, Acting Chair

Public Comment/Guest Recognition - None

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, J. Groff as Vice Chairperson, M. Hiester as Secretary, D. Shellenberger as Assistant Secretary, R. Krause as Treasurer, and M. Hiester as Assistant Treasurer. The motion passed unanimously.

Certification of voting delegates (primary and alternate)

A motion was made by J. Groff, with a second by R. Krause, to appoint D. Shellenberger as primary voting delegate and M. Hiester as alternate voting delegate for the Pennsylvania State Association of Township Supervisors' Annual Conference (April 22-25, 2018). The motion passed unanimously.

2018 Liaison Responsibilities

A motion was made by R. Krause, with a second by J. Groff, to appoint the following Liaisons for 2018:

- 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. Landis
- 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

The motion passed unanimously.

2018 Committee Assignments

A motion was made by J. Groff, with a second by D. Shellenberger, to approve the following 2018 Committee Assignments:

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

The motion passed unanimously.

A motion was made by D. Shellenberger, with a second by R. Krause, to establish the amount of the Treasurer's/Assistant Treasurer's Bonds at \$1,000,000.00. The motion passed unanimously.

A motion was made by J. Groff, with a second by R. Krause, to adopt Resolution 2018-01 Boards and Commission Appointments. The motion passed unanimously.

A motion was made by D. Shellenberger, with a second by R. Krause, to adopt Resolution 2018-02 Appointment of a Tax Collector. The motion passed unanimously.

A motion was made by D. Shellenberger, with a second by J. Groff, to adopt Resolution 2018-03 Non-Uniform Pension Plan Member Contributions. The motion passed unanimously.

A motion was made by D. Shellenberger, with a second by R. Krause, to adopt Resolution 2018-04 Appointment of Township Consultants. The motion passed unanimously.

The approval of Resolution 2018-05 Appointment of Public Accountant and Compensation to be paid to the Public Accountant was tabled until the next regularly scheduled meeting in order to correct the amount of compensation stated in the Resolution.

A motion was made by J. Groff, with a second by D. Shellenberger to adopt Resolution 2018-06 Appointment and Compensation of Township Manager. The motion passed unanimously.

A motion was made by D. Shellenberger, with a second by R. Krause to adopt Resolution 2018-07 Engineer Fee Rates. The motion passed unanimously.

A motion was made by R. Krause, with a second by J. Groff, 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 2018. The motion passed unanimously.

A motion was made by R. Krause, with a second by J. Groff, to adopt the IRS 2018 Standard Mileage Rate, 54.5 cents per mile for business miles driven. The motion passed unanimously.

Old Business:

A motion was made by R. Krause, with a second by D. Shellenberger, to purchase a used trailer from Brooklawn Paving LLC in the amount of \$7,500. The motion passed with a vote of 3-0. B. Bruckhart abstained from voting.

A motion was made by J. Groff, with a second by R. Krause, to approve Penway Construction's \$11,930 quote to construct a Financial Coordinator's office. The motion passed unanimously.

A motion was made by D. Shellenberger, with a second by J. Groff, to cancel the January 8, 2018 Board of Supervisors Meeting. The motion passed unanimously.

Adjournment:

A motion was made by J. Groff, with a second by R. Krause, to adjourn the meeting at 7:30 p.m. into an Executive Session for a matter of possible litigation involving a zoning violation and the Board would not reconvene. The motion passed unanimously.

Respectfully Submitted,
Connie Weidle, Recording Secretary