

**Mt. Joy Township
Supervisors' Re-Organizational Meeting
January 3, 2011
9:00 a.m.**

Meeting Minutes

Present: Board Chairman - John Gormont; Supervisors - David Updyke, Gilbert Clark, Michael Gearhart;
Solicitor – Susan Smith, Esq.; Secretary/Treasurer - Susan Harbin

 5 Number of Residents Signed Attendance Sheet for this meeting.

The Mount Joy Township Board of Supervisors met this date, as publicly advertised, at the Mount Joy Township Building located at 902 Hoffman Home Rd., Gettysburg, PA 17325.

Item/Topic		Discussion	Action/Resolution
I.	Call to Order & Pledge of Allegiance	John Gormont presiding. Starting Time: 9:00 am	
II.	Announcements	<ul style="list-style-type: none"> • Supervisor Gearhart is participating in meeting via conference call, due to his work schedule. • Effective today, Jan. 3, 2011, Mr. Rhodes has resigned as Supervisor position due to on-going health issues • Current vacancy on the Board of Supervisors. 	
III.	Organize		
	A. Call for Nomination of Temporary Chairman		Supervisor Gormont moved, seconded by Supervisor Clark, to nominate David Updyke as Temporary Chairman. With no further nominations, motion carried unanimously.
	B. Call for Nomination of Temporary Secretary		Supervisor Gormont moved, seconded by Supervisor Clark, to nominate Susan Harbin as Temporary Secretary. With no further nominations, motion carried unanimously.
IV.	Nominations		
	A. Nomination of Chairman of the Board of Supervisors		Supervisor Clark moved, seconded by Supervisor Gearhart, to nominate John Gormont as Chairman of the Board of Supervisors, effective January 3, 2011. Motion carried unanimously.
	B. Nomination of Vice-Chairman of the Board of		Supervisor Gormont moved, seconded by Supervisor Clark to nominate David Updyke as Vice-Chairman of the Board of Supervisors, effective

	Supervisors		January 3, 2011. Motion carried unanimously.
V.	Appointments		
	A. Township Solicitor		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Susan J. Smith, Esq., of The Law Office of Susan J. Smith, as Township solicitor, at \$135/hr. for regularly scheduled meetings at \$150/hr. for special meetings at \$150/hr for outside (non-meetings) at \$175/hr for litigation at \$90/hr for paralegal services, effective January 3, 2011. Motion carried unanimously.
	B. Secretary/Treasurer	1. Position 2. Bond	Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Susan Harbin as Township Secretary/Treasurer, effective January 3, 2011. Motion carried unanimously. Supervisor Gormont moved, seconded by Supervisor Clark, to establish a Treasurer's bond in the amount of \$1.2M for Susan Harbin as Township Secretary/Treasurer, effective January 3, 2011. Motion carried unanimously.
	C. Secretary's Assistant		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Mary Sherman as Township Secretary's Assistant, 30 hours per week, effective January 3, 2011. Motion carried unanimously.
	D. Roadmaster		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Ronnie Reed as Township Roadmaster, 30 hours per week, effective January 3, 2011. Motion carried unanimously.
	E. Road Workers		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Mike Livelsberger and Kevin Gebhart, as Township Road Workers, effective January 3, 2011. Motion carried unanimously.
	F. Zoning/Code Enforcement Officer		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Cindy Smith as Zoning/Code Enforcement Officer, effective January 3, 2011. Motion carried unanimously.
	G. Emergency Management Coordinator		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Michael Livelsberger as Emergency Management Coordinator, effective January 3, 2011. Motion carried unanimously.
	H. Office of Open Records Administrator		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Susan Harbin as Office of Open Records Administrator, effective January 3, 2011. Motion carried unanimously.
	I. Drug & Alcohol Administrator		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Susan Harbin as Drug & Alcohol Administrator, effective January 3, 2011. Motion carried unanimously.

J. Township Engineering Firm		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Wm F. Hill as Township Engineering Firm, and to adopt their fee schedule as presented, effective January 3, 2011. Motion carried unanimously.
K. Township Sewage Enforcement Officer		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Wm F. Hill as Township Sewage Enforcement Officer, effective January 3, 2011. Motion carried unanimously.
L. Township Traffic Engineering Firm		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Trans Associates as Township Traffic Engineering Firm, effective January 3, 2011. Motion carried unanimously.
M. Vacancy Board Chairman		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Bradley Trostle as Vacancy Board Chairman, effective January 3, 2011. Motion carried unanimously.
N. Planning Commission Secretary		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Susan Harbin as Planning Commission Secretary, effective January 3, 2011. Motion carried unanimously.
O. Planning Commission Vacancies		Supervisor Gormont, moved, seconded by Supervisor Updyke, to re-appoint Harry Tassou to the Planning Commission, effective January 3, 2011 for a 4 year term, expiring on December 31, 2015. Motion carried unanimously. Mr. Gormont noted there are 2 vacancies on the Planning Commission. Candidates are to submit letters of interest to be reviewed at the Jan. Supervisors' Regular Meeting.
P. Zoning Hearing Board Secretary		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Susan Harbin as Zoning Hearing Board Secretary, effective January 3, 2011. Motion carried unanimously.
Q. Zoning Hearing Board		Mr. Gormont noted there is 1 vacancy on the Zoning Hearing Board. Candidates are to submit letters of interest to be reviewed at the Jan. Supervisors' Regular Meeting.
R. Ag Land Preservation Coordinator & Secretary		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Susan Harbin as Ag Land Preservation Coordinator & Secretary Secretary, effective January 3, 2011. Motion carried unanimously.
S. Ag Land Preservation Solicitor		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint John R. White, Esq, as Ag Land Preservation Solicitor, effective January 3, 2011. Motion carried unanimously.
T. Ag Land Preservation Board		Mr. Gormont noted there are 2 vacancies on the Ag Land Preservation Board. Candidates are to submit letters of interest to be reviewed at the Jan. Supervisors' Regular Meeting.
U. Ag Security Area Advisory Cmte Secretary		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Susan Harbin as Ag Security Area Advisory Cmte. Secretary, effective

			January 3, 2011. Motion carried unanimously.
	V. Recreation Board Secretary		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Mary Sherman to interface with the Recreation Board effective January 3, 2011. Motion carried unanimously. Supervisor Gormont noted that the Recreation Board has its own Secretary, however, from the township's perspective, a township secretary will be appointed to interface with the Recreation Board.
	W. Recreation Board Vacancies		Supervisor Gormont, moved, seconded by Supervisor Clark, to re-appoint Toby Hartlaub to the Recreation Board effective January 3, 2011 for a 5 year term, expiring on December 31, 2016.. Motion carried unanimously. Mr. Gormont noted there is 1 vacancy on the Recreation Board. Candidates are to submit letters of interest to be reviewed at the Jan. Supervisors' Regular Meeting.
	X. Historical Cmte. Vacancies		Mr. Gormont noted there are 2 vacancies on the Historical Committee. Candidates are to submit letters of interest to be reviewed at the Jan. Supervisors' Regular Meeting.
	Y. Red Rock Municipal Authority Vacancies		Supervisor Gormont, moved, seconded by Supervisor Updyke, to appoint Gil Clark to the Red Rock Municipal Authority for a five (5) year term, effective January 3, 2011 through December 31, 2016. Motion carried unanimously. Mr. Gormont noted there is 1 vacancy on the Red Rock Municipal Authority. Candidates are to submit letters of interest to be reviewed at the Jan. Supervisors' Regular Meeting.
	Z. White Run Municipal Authority	No vacancies at this time.	
	AA. Supervisors' Sub- Committees		
	1. Personnel		Supervisor Updyke moved, seconded by Supervisor Clark, to appoint Supervisors Gormont and Gearhart to the Personnel Committee. Motion carried unanimously.
	2. Finance		Supervisor Clark moved, seconded by Supervisor Gearhart, to appoint Supervisors Gormont and Updyke to the Finance Committee. Motion carried unanimously.
	BB. Board Liaison Assignments		
	1. Planning, Land Use & Zoning		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Supervisor Clark Board Liaison for Planning, Land Use & Zoning. Motion carried unanimously.
	2. Building &		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint

	Grounds		Supervisor Gearhart Board Liaison for Building & Grounds. Motion carried unanimously.
	3. Roads		Supervisor Gormont moved, seconded by Supervisor Clark, to appoint Supervisor Updyke Board Liaison for Roads. Motion carried unanimously.
	4. Public Safety		Supervisor Gormont moved, seconded by Supervisor Updyke, to appoint Supervisor Clark Board Liaison for Public Safety. Motion carried unanimously.
VI.	Depository Banks		Supervisor Gormont moved, seconded by Supervisor Updyke to approve the following as depositories for the Township: Adams County National Bank, PNC, and Susquehanna. Motion carried unanimously.
VII.	Financial Bonds		Supervisor Gormont moved, seconded by Supervisor Clark, to set the amount of financial bonds for those Supervisors who are authorized to sign checks and for the Secretary/Treasurer as follows: John Gormont, David Updyke, and Susan Harbin - \$1,200,000. Motion carried unanimously.
VIII.	Pay Rates/Plans		Supervisor Gormont moved, seconded by Supervisor Clark, to approve the pay rates/plans as follows: Susan Harbin, Secretary/Treasurer\$19.25/hr Cindy Smith, Zoning/Code Enforcement Officer.....\$15.50/hr Mary Sherman, Secretary's Assistant.....\$11.50/hr Ronnie Reed, Roadmaster.....\$13.00/hr Michael Livelsberger, Road Worker.....\$17.76/hr Kevin Gebhart, Road Worker.....\$17.16/hr Emergency Road Crew Help.....\$13.00/hr Planning Commission/Zoning Hearing Brd Members\$50.00 per advertised meeting, not to exceed \$1,875 annually Tax Collector..... 5% of collection, not to exceed \$6,500.00 Motion carried unanimously.
IX.	Auditors' Compensation Rate		Supervisor Gormont moved, seconded by Supervisor Clark, to set the rate of \$10.00 per hour for Township Auditors as per Second Class Township Code, Article VI, §607(4), effective January 3, 2011. Motion carried unanimously.
X.	Supervisors' Meeting Date/Time		Supervisor Gormont moved, seconded by Supervisor Clark, to set the day and time for the first Thursday of each month at 7:00 pm as the Supervisors' Workshop Meeting, and the third Thursday of each month at 7:00 pm as the Regular Supervisors' Regular Meeting. Motion carried unanimously.
XI.	Delegate to PSATS		Supervisor Gormont moved, seconded by Supervisor Clark to designate John Gormont and David Updyke as the delegates to the PSATS annual convention, with Supervisor Gormont as the voting delegate. Motion carried

			unanimously.
XII.	2011 Holidays		Supervisor Gormont moved, seconded by Supervisor Updyke, to approve the following days as the 2011 Holiday for Township employees: February 21 st – Presidents' Day, May 30 th – Memorial Day, July 4 th – Independence Day, September 5 th – Labor Day, November 11 th – Veterans' Day, November 24 th – Thanksgiving Day, November 25 th – Day after Thanksgiving, December 26 th – Christmas Day Motion carried unanimously.
XIII.	Hours of Operation		Supervisor Gormont moved, seconded by Supervisor Updyke, to designate the hours the office will be open to the public as follows: Monday, Wednesday, and Friday 9:00 am – 12 noon Tuesday and Thursday 12 noon – 4:00 pm Motion carried unanimously.
XIV.	Other Business		
	A. Resolutions		
	1. Resolution No. 1 of 2011: Land Use Permit Fees, See attached.		Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 1 of 2011. Motion carried unanimously.
	2. Resolution No. 2 of 2011: Sign Permit Fees, See attached.		Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 2 of 2011. Motion carried unanimously.
	3. Resolution No. 3 of 2011: Subdivision and Land Development Plan Review Fees, See attached.		Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 3 of 2011. Motion carried unanimously.
	4. Resolution No. 4 of 2011: Zoning Hearing Fees, See attached.		Supervisor Gormont moved, seconded by Supervisor Updyke to adopt Resolution No. 4 of 2011, fee including zoning matters brought before the Zoning Hearing Board, as well as zoning matters brought before the Board of Supervisors. Motion carried unanimously.
	5. Resolution No. 5 of 2011: Special Events Permit Fee, See attached.		Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 5 of 2011. Motion carried unanimously.
	6. Resolution No. 6 of 2011: Well Permit Fee, See attached.		Supervisor Gormont moved, seconded by Supervisor Updyke to adopt Resolution No. 6 of 2011. Motion carried unanimously.
	7. Resolution No. 7 of 2011: Recreation Fee, See attached.		Supervisor Gormont moved, seconded by Supervisor Updyke to adopt Resolution No. 7 of 2011. Motion carried unanimously.

	8. Resolution No. 8 of 2011: YATB Representation, See attached.	Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 8 of 2011. Motion carried unanimously.
	9. Resolution No. 9 of 2011: Pay Bills, See attached.	Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 9 of 2011. Motion carried unanimously.
	10. Resolution No. 10 of 2011: Financial Authorization, See attached.	Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 10 of 2011. Motion carried unanimously.
	11. Resolution No. 11 of 2011: Mileage Rate, See attached.	Supervisor Gormont moved, seconded by Supervisor Updyke to adopt Resolution No. 11 of 2011. Motion carried unanimously.
	12. Resolution No. 12 of 2011: Right To Know – Open Records Policy, See attached.	Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 12 of 2011. Motion carried unanimously.
	13. Resolution No. 13 of 2011: Electronic Access Agreement, See attached.	Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 13 of 2011. Motion carried unanimously.
	14. Resolution No. 14 of 2011: Delegates to AC Tax Collection Committee, See attached.	Supervisor Gormont moved, seconded by Supervisor Clark to adopt Resolution No. 14 of 2011. Motion carried unanimously.
XV.	Old Business	
	2010 Balance Sheet	Supervisor Updyke moved, seconded by Supervisor Clark, to accept the Summary Balance Sheet as of December 31, 2010. Motion carried unanimously.
XVI.	Public Comments	
	Lynn Anne Sukeena	Mrs. Sukeena is asking the Supervisors to confirm the term for members of the Recreation Board.
	Jon Kilmer, Wm F. Hill Associates	On behalf of Wm F. Hill Associates, Mr. Kilmer thanked the Board for choosing Wm F. Hill as the Township engineering firm for 2011, and is looking forward to working closely with the Township.
VII.	Adjournment	With no further business to be discussed by the Board, Supervisor Gormont moved, seconded by Supervisor Updyke, to adjourn the Re-organization Meeting at 9:34 a.m. Motion carried unanimously.

Respectfully Submitted,

Susan C. Harbin
Secretary/Treasurer

