

**Mount Joy Township Supervisors’
Organization Meeting
January 3, 2022**

Meeting Minutes

Present: Bernie Mazer, Chairman; Terry Scholle, Vice-Chairman; Judy Morley, Todd McCauslin, Christine Demas

Also Present: Melissa Zirkle, Administrative Assistant; Shannon Hare, Secretary; Shane Wise, Roadmaster; Zac Fringer, Road Crew

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, Pennsylvania. The meeting was an open meeting as well as conducted virtually via StartMeeting.

Call to Order: Bernie Mazer, presiding.

Starting Time: 7:00 p.m.

Pledge of Allegiance

Public Comment

Steven Yerger-175 Bulk Plant Rd- Welcome new supervisors; Work together; Said a prayer

Sandra Yerger-175 Bulk Plant Rd-Welcome new supervisors; good communication and transparency, suggested citizen committees

Scott Sanders-145 Roberts Rd-Questions about agenda; individual vote for Solicitor; job notices posted on web; more honest and transparent

Tom Newhart-720 Plunkert Rd-Shannon Hare-7 positions

Stephan Felix-2085 Barlow Two Taverns Rd-Keep solicitor

Omar Hottenstien-220 Spangler School Rd-Doesn’t agree with agenda

Nominations:

- Nomination of Chairman of the Board of Supervisors: Supervisor Morley moved, seconded by Supervisor Scholle, to nominate Bernard J. Mazer as Chairman of the Board of Supervisors. With no further nominations. Motion carried, unanimously.
- Nomination of Vice-Chairman of the Board of Supervisors: Supervisor Morley moved, seconded by Supervisor McCauslin, to nominate Terry Scholle as Vice-Chairman of the Board of Supervisors. With no further nominations. Motion carried, unanimously.

Supervisor Mazer explained that the requirements for the Organization meeting were established by the Second-Class Township Code. The state mandates that it is the first Monday of the year.

He also stated that the agenda was done by the three current board members that were on the previous board.

Group 1 Appointments by Omnibus Motion:

- Roadmaster – Shane Wise
- Township Secretary-Shannon Hare
- Township Treasurer-Bruce Hartman
- Assistant Township Treasurer-Melissa Zirkle
- Zoning Officer– Shannon Hare
- Code Enforcement Officer-Shannon Hare
- Open Records Officer – Shannon Hare
- Emergency Management Coordinator – Kim Birckhead
- Planning Commission Secretary – Shannon Hare
- Ag Land Preservation Coordinator/Secretary – Shannon Hare
- Zoning Hearing Board Secretary9Organizational Meeting Only) – Shannon Hare

Supervisor Demas stated that Ms. Hare holding 7 positions was not very effective. She also stated that it may not be fair and that she has a lot on her shoulders. Supervisor Morley said that if this was not approved, then there was no one doing the positions tomorrow and that it can be reviewed another time. Supervisor Scholle said that the Township needs a smooth transition and if there are drastic changes, then the history is lost. Supervisor Demas said this needs to be looked at sooner rather than later.

Supervisor Scholle moved, seconded by Supervisor Morley, to approve Group 1 Omnibus Motion. Motion carried unanimously.

Group 2 Appointments by Omnibus Motion:

- Township Engineering Firm with current fee schedule – Wm. F. Hill
- Township Sewage Enforcement Officer – Bryan Leese – Wm. F. Hill
- Township Assistant Sewage Enforcement Officer – Wm. F. Hill
- Township Traffic Engineering Firm with current fee schedule – Trans Associates
- Township Solicitor – Susan Smith, Esquire with current fee schedule
- Township Alternate Solicitor – Steve Stine, Esquire
- Township Zoning Hearing Board Solicitor – Steve Stine Esquire with current fee schedule
- Vacancy Board Chairman – Ken Sanders
- UCC - Land and Sea Services, LLC – Wm. Slothour
- Township Auditors – Smith, Kearns, & Elliott (2nd class township code Section 917(b)(1))

Supervisor Demas said that based on the voice of the community the Board needs to vote separately for the Township Solicitor and the Zoning Hearing Board Alternate Solicitor so it's clear how it's voted on. Supervisor Demas moved, seconded by Supervisor McCauslin to remove the Township Solicitor and the Zoning Hearing Board Alternate Solicitor from the Omnibus Motion. 3-yes, 2-no

Supervisor Scholle moved, seconded by Supervisor Morley, to approve Group 2 Omnibus Motion minus Township Solicitor and Zoning Hearing Board Alternate Solicitor. Motion carried unanimously.

Supervisor Morley moved, seconded by Supervisor Scholle to maintain the Township Solicitor and the Zoning Hearing Board Alternate Solicitor.

Supervisor McCauslin said that listening to all the public comment that he thinks they should look for another solicitor. That they reappoint Solicitor Smith for 60-90 days till we find another solicitor that is more qualified, trustworthy, and fiscally more responsible. He recently spoke to the Solicitor at Silver Spring Township that has never been paid more than \$70,000. She represents the face of the old regimen.

Supervisor Morley said that they cannot decide on the timeline today. The Board will decide together. Supervisor Morley said that 0.4% spoke out against the Solicitor. She also said that there is a misnomer about what the Solicitor makes. Supervisor Mazer did a survey of the surrounding Townships and Solicitor Smith makes the least. Supervisor Morley recommends that the 5 Board members directs Solicitor Smith more directly and maybe dials back her service. It is the Townships overall best interest to maintain that continuity.

Supervisor Demas said that you cannot count just 0.4% by who shows up. The people that show up are the people that have been pushed to the limit. By the board saying that we will review this again in 60-90 days is saying that we heard you.

Supervisor McCauslin said that we can control whether or not she comes to Planning Commission and Workshop meetings but are we getting sound legal advice. Look at what the appellant court found with the Links, they ruled that the Township acted in bad faith. Look at the solar fiasco. She has been wrong over and over. I think we can do better. The 900 plus that voted us in office, they expect change.

Supervisor Demas said that she doesn't think this has anything to do with her hourly rate. We're talking about someone we can trust. This isn't about the cost.

Supervisor Morley stated that her motion is still on the table and that she is not going to add a timeframe to her motion.

Supervisor Morley moved, seconded by Supervisor Scholle to maintain the Township Solicitor and the Zoning Hearing Board Alternate Solicitor. 3-yes, 2-no

Appointments:

- Planning Commission (1) Kimberlee Birckhead - 4-year term ending 12/31/25: Supervisor Morley moved, seconded by Supervisor Scholle to reappoint Kimberlee Birckhead to the Planning Commission for 4-year terms ending 12/31/2025, to reappoint Audrey Weiland to the Zoning Hearing Board for a 3-year term ending 12/31/2024, to reappoint Ken Sanders as Vacancy Board Chairman. Motion carried unanimously.

Group 3 by Omnibus Motion:

- **Establish:** Treasurers' Bond in the amount of \$1.0 Million
- **Select:** Depository Banks – BB&T and ACNB and Pennsylvania Investment Trust
- **Set:** Auditors' Compensation Rate - \$10.00/hr.

Supervisor Scholle moved, seconded by Supervisor Morley to approve Group 3 by Omnibus Motion. Motion carried, unanimously.

Group 4 by Omnibus Motion:

- **Establish:** Supervisors; Meeting Day and Time
 - 1st Thursday at 7:00 p.m. Workshop Meeting
 - 3rd Thursday at 7:00 p.m. Regular Meeting

- **Set:** Hours of Operation
 - Monday, Wednesday, & Friday 9:00 a.m. – 12:00 p.m. and
 - Tuesday & Thursday 1:00 p.m. – 4:00 p.m.
 - Doors to remain locked.

Supervisor Demas would like to see hours of operation changed to something more consistent. Maybe 9am-3pm every day. Supervisor Mazer suggested that the Personnel committee look at things and make a decision at a later date.

- **Set:** 2022 Holidays
 - Friday December 31st – New Year’s Day
 - Monday January 17th – Martin Luther King Day
 - Monday February 21st – President’s Day
 - Friday April 15th– Good Friday
 - Monday May 30th– Memorial Day
 - Monday July 4th – Independence Day
 - Monday September 5th – Labor Day
 - Monday October 10th – Columbus Day
 - Friday November 11th – Veteran’s Day
 - Thursday November 24th – Thanksgiving Day
 - Friday November 25th – Day after Thanksgiving
 - Monday December 26th – Christmas Eve Holiday (Observed)
 - Monday January 2nd -New Year’s Day 2022 (Observed)

- **Establish:** Supervisors’ Sub-committee/Liaison Appointments

Personnel	Mazer & Morley
Finance	Scholle & Demas

- **Certify:** Delegates to the State Supervisors’ Convention as follows: Chairman and Vice-Chairman, with Chairman as the voting delegate.

Supervisor Scholle moved, seconded by Supervisor Morley, to approve Group 3 Omnibus Motion. Motion carried unanimously.

Group 5 by Omnibus Motion:

- **Resolutions:**
 - Fee Schedule
 - Fee Schedule for Septic Haulers

- Pay Bills
- Financial Authorization
- Depositories Designation
- Electronic Access Agreement
- Delegates to AC Tax Collection Committee as follows: Chairman and Vice-Chairman
- Delegates to YATB Committee as follows: Chairman and Vice-Chairman
- Disposition of Records

The Board went through each Resolution for an explanation on each.

Supervisor Demas moved, seconded by Supervisor Scholle, to approve Group 4 Omnibus Motion. Motion carried unanimously.

Business:

Full time and regular part time employee Pay Rates: Supervisor Mazer said that when the previous Board approved the budget for 2022 it had a 5% raise built in for each of the employees. He also said that there has been a lot of inflation. The board decided that the Personnel Committee would discuss and decide at a later date.

2021 Financial Report: The Board acknowledged.

Authorize attendance at the PSATS Conference: Supervisor Morley moved, seconded by Supervisor Demas, to authorize any of the five Board members to attend the PSATS conference in 2022 if they want to. Motion carried unanimously.

Appoint Todd McCauslin as American Rescue Plan Funds liaison among Board, Treasurer, Assistant Treasurer and Township consultants. Supervisor Morley moved, seconded by Supervisor Scholle to appoint Todd McCauslin as American Rescue Plan Funds liaison among Board, Treasurer, Assistant Treasurer and Township consultants. Motion carried, unanimously.

Adjournment: With no further business to be discussed by the Board, Supervisor Scholle moved, seconded by Supervisor Morley, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:24 p.m.

Respectfully Submitted,

Shannon M. Hare
Secretary