

**Mount Joy Township
Supervisors' Workshop Meeting & Public Hearing Meeting
February 5, 2015**

Meeting Minutes

Present: Supervisors - John Gormont, Chairman, David Updyke, Vice-Chair, Dennis Bowman, Gil Clark, Bradley Trostle, Solicitor - Susan Smith; Secretary – Sheri Moyer

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.

Call to Order: John Gormont presiding.

Starting Time: 7:00 p.m.

PUBLIC HEARING

Call to Order: Public Hearing Meeting, duly advertised, opened at 7:01 p.m.
Chairman, John Gormont presiding.

The proposed ordinance provides for the Township's participation in the PSATS Unemployment Compensation Group Trust for the purpose of pooling resources and jointly leveraging buying power to develop and maintain unemployment compensation insurance coverage for the Township at a reasonable cost.

Public Comments: None.

Adjournment: Closed Public Hearing: 7:02 p.m.

Supervisors' Regular Mtg. Reconvened at 7:02 p.m.

Board Action: Mr. Bowman moved, seconded by Mr. Clark, to adopt Ordinance 2015-01 authorizing the township's participation in the PSATS Unemployment Compensation Group Trust. Motion carried unanimously.

Public Comments: None.

Business:

- Resignation of Eleanor Dehoff from Planning Commission: Mr. Gormont stated that the township received an email from Ms. Dehoff advising the township that due to health reasons she was resigning from the Planning Commission.
- Resignation of Sandy DeFoe from the Zoning Hearing Board: Mr. Gormont read an email from Sandy DeFoe who indicated that she and her husband are relocating to Florida and she was resigning from the Zoning Hearing Board
- Resignation of Cindy Smith, Zoning/Code Enforcement Officer: Mr. Gormont stated that each supervisor received an email from Ms. Smith indicating she was resigning from her position as

Zoning/Code Enforcement Officer with her last day being February 10, 2015. Mr. Bowman moved, seconded by Mr. Updyke, to accept all three resignations. Motion carried unanimously.

- Appointment of Ken Roberts to the Planning Commission: Mr. Gormont stated that he received an email from Ken Roberts expressing an interest in serving on the Planning Commission. Mr. Gormont moved, seconded by Mr. Clark, to appoint Mr. Roberts to the fill Ms. Dehoff's vacancy with the term expiring on 12/31/16. Motion carried unanimously.

- Appointment of Jeff Patterson to the Zoning Hearing Board: Mr. Gormont stated that he received an email from Jeff Patterson expressing an interest in serving on the Zoning Hearing Board. Mr. Gormont moved, seconded by Mr. Bowman, to appoint Mr. Patterson to the fill Ms. DeFoe's vacancy with the term expiring on 12/31/18. Motion carried unanimously.

- Reaffirm appointment of Wm. F. Hill & Associates to temporarily back fill for the Zoning Officer: Mr. Gormont stated that he polled the Supervisors and received concurrence from the Board to engage Wm. F. Hill & Associates to have an employee of Wm. F. Hill & Associates to act as the Township's Zoning Officer. Mr. Bowman moved, seconded by Mr. Updyke, to reaffirm the appointment of Wm. F. Hill & Associates as the temporary Zoning Officer for the Township. Motion carried unanimously.

- Building Code Inspector interview: Mr. Ed Strevig with his supervisor, Wayne Welker, Manager of Middle Department Inspection Agency, Inc. Mr. Welker indicated the Middle Department has been in business since 1883 as an inspection agency starting in Philadelphia as an underwriter to insurance companies doing electrical inspections only. Around 1986 they started doing building inspections in Pennsylvania in the Newberry area. Along with Pennsylvania they serve Maryland, New York, Delaware, Virginia, West Virginia and Ohio. They do all inspections but do not get involved in zoning. Mr. Strevig would be the primary inspector and Paul Rampulla, Jr. would be his back up when Mr. Strevig would be off. They have a total of 7 inspectors out of the Camp Hill office. The headquarters are located in West Chester, Pennsylvania. Mr. Strevig would be the BCO. Fees could be collected by either the Township or Middle Department. Mr. Welker indicated that there is a \$4.00 per permit fee that gets paid quarterly to the State. There are fixed fees for both plan review and inspections. Additional fees would apply if they need to make several trips to resolve violation issues. Mr. Welker indicated that when Township's collect fees they add a percentage, usually a 10-15% increase to cover administration fees. There is no cost to the Township. Mr. Welker indicated that if the Township decides to hire them, they would provide a contract with their fee schedule which the Board would need to approve. Should the fee schedule change the Board would need to approve any changes. Inspectors carry a picture ID and use their driver's license to match. Mr. Gormont questioned how they would coordinate tracking in Permit Manager. Mr. Welker tracks all inspections daily and could electronically send reports daily/weekly/monthly/quarterly whatever works best for the Township. Mr. Gormont thanked both gentlemen for their time and for coming in to meet with the Board.

- UCC Opt In – status: Ms. Smith indicated that the Township has asked the State if they would lessen the 180 day time period for opting in. Ms. Smith is waiting for a response.

- Resolution for disposition of records: Mr. Bowman moved, seconded by Mr. Updyke, to approve Resolution No. 10 of 2015 for the disposition of records. Motion carried unanimously.

- Healthy Adams Bicycle/Pedestrian, Inc. (HABPI). Mr. Gormont stated he attended a meeting regarding the development of an off-road, multi-use trail route from Gettysburg to Emmitsburg to be part of the Grand History Trail (GHT). This would create a 200 mile loop trail for bicyclists, walkers and joggers that highlights historical points of interest in these geographical regions. After an initial meeting period they broke off in small groups to try to establish routes through the different

Townships. Mr. Gormont stated this was just the first of many meetings and provided handouts from the meeting.

- Fireman's Association of the State of Pennsylvania Recruitment and Retention Training Programs: Mr. Gormont stated he received an email from Jerry Poland of Bonneauville Fire Company providing the Township with information regarding recruitment and retention training programs. There is a training being conducted at Bonneauville Fire Company on February 10, 2015 if anyone would be interested in attending.
- Zoning Ordinance – draft administrative provisions: Ms. Smith stated that this portion of the zoning ordinance is strictly for administration of the zoning ordinance beginning with Article 1 – Background Provisions. Mr. Gormont stated that in Section 109 Establishment of Districts he believes the Planned Gold Community (PGC) should be added. It appears on the new Land Use map as a district and has its own zoning. Article 2 – Districts. This section defines the five districts; Conservation district (CON), Agricultural Conservation district (AC), Open Countryside (OC), Baltimore Pike Corridor (BPC) and Institutional (I). Ms. Smith will add the definition of Planned Golf Community (PGC). Article 3 – General Provisions. Ms. Smith stated this needs to be inserted. Article 4 – Specific Criteria. This defines the specific criteria for permitted uses, special exceptions and conditional uses. Article 5 – Non-conformities. Ms. Smith stated this Article provides how you handle uses that lawfully existed before your ordinance came in to existence but no longer are in compliance with the ordinance. Article VI – Zoning Hearing Board. This defines the functions and purpose of the Zoning Hearing Board. Article 7 – Conditional Uses. This describes the process for filing of a conditional use. Article 8 – Appeals. Defining the appeal process. Article 9 – Administration. This Article talks about how to handle violations, what a permit looks like and the requirement of a permit. The Board agreed that it is appropriate to pass this on to the Planning Commission for their review and comments. Ms. Moyer will put it on the agenda for the February 10th meeting and distribute it to the members for their review to be ready to discuss the document at the March 10th meeting. Ms. Smith will attend the March 10th Planning Commission meeting to review/discuss the document with the Planning Commission members.
- Personnel: Mr. Updyke stated that a review, Sheri Moyer, was complete and went well. The personnel committee would like to raise her salary \$1.50 per hour. Mr. Updyke moved, seconded by Mr. Trostle, to approve a raise for Ms. Moyer of \$1.50 per hour. Motion carried unanimously.

Executive Session: None

Adjournment: With no further business to be discussed by the Board, Mr. Updyke moved, seconded by Mr. Bowman, to adjourn the meeting. Motion carried unanimously. Meeting adjourned 7:59 p.m.

Respectfully Submitted,

Sheri L. Moyer
Secretary