

**Mount Joy Township
Supervisors' Workshop Meeting
June 5, 2014 7:00 PM**

Meeting Minutes

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

Absent: Dennis Bowman

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 PM

Public Comments: Elizabeth Ibex questioned the road signs that are facing away from the road. Mr. Gormont indicated that the two roads she is referencing are state roads and the Township does not know what work will be done.

Business:

- Personnel Manual. Mr. Clark questioned the statement made in the Overtime section regarding salaried employees. Ms. Smith researched and found that both the federal Fair Labor Standards Act or Pennsylvania's Minimum Wage Act do not require the payment of overtime to a salaried employee who is "engaged in a bona fide executive, administrative or professional capacity." Mr. Updyke moved, seconded by Mr. Trostle, to approve the revisions to the Personnel Manual, revision 1.10 dated May 2014. Motion carried unanimously.
- Comprehensive Plan. A public meeting is scheduled on July 17, 2014 at 6:00 PM for the committee to present the plan to the public.
- Personal Email. Mr. Gormont stated that if you use your personal email for Township business should something come up, i.e., a right to know request your personal email and responses are subject to inspection and printing. Anything that would be Township related that is received at your home computer is also subject to search.
- Historical Properties. The secretary will notify the former members of the Historical Committee to find out if anyone would be interested in reviewing the correspondence received by the Township to determine which properties qualify under the guidelines in Ordinance No. 2012-06.
- ASA Act Delegation. The Township has a responsibility to inspect properties that are within the designated Agricultural Securities Area. The Board can delegate the inspection responsibility by resolution to a staff person or a third party. To qualify as an ASA property, the

area has to be 250 acres contiguous land. The inspection is to determine that the property is still eligible as an ASA classification. ASA properties need to be reviewed every seven years when they can be removed or new properties added. The Township's "preserved land" is when you have a perpetual conservation easement and the owner cannot be using the property in a way that is not agricultural. Mr. Trostle suggested that the Board appoint Cindy Smith, Code Enforcement and Zoning Officer to complete the annual township preserved land inspections (approximately 10-13 properties) and provide a written report to the Board. Mr. Trostle moved, seconded by Mr. Clark, to draft a Resolution appointing Cindy Smith as the delegate to annually inspect the Township's preserved land properties. Motion carried unanimously.

- Personnel. Mr. Updyke reported that Scott Hughes is no longer with the Township and that the Board needs to reaffirm that Brad Shank has been appointed as temporary Road Master with a one dollar increase. Shane Wise was also given a one dollar increase. Mr. Updyke moved, seconded by Mr. Trostle, to appoint Brad Shank as temporary Road Master and for a one dollar per hour increase for both Brad Shank and Shane Wise. Motion carried unanimously.
- Correction to Minutes. Ms. Moyer explained that the minutes from the April 17, 2014 has an incorrect start time of 7:03 PM. The correct time was 7:00 PM. Mr. Updyke moved, seconded by Mr. Clark, to approve revising the April 17, 2014 minutes start time to 7:00 PM. Motion carried unanimously.

Correspondence:

- Memo dated May 12, 2014 from PSATS re: PSATS Youth Award Contest
- Letter dated May 14, 2014 from Adams County Conservation District re: Links at Gettysburg – Retreat Phase III Major Modification 2
- Barlow Volunteer Fire Company 2014 Donation Request

Executive Session: Start: 7:52 PM

Topic: Adams Associate's litigation

Meeting Reconvened: 8:04 PM

Board Action: Ms. Smith is to draft correspondence and forward it to Mr. Gormont so he can reply to the email received from the Trustee of Adams Associates.

Adjournment: With no further business to be discussed by the Board, Mr. Clark moved, seconded by Mr. Trostle, to adjourn the meeting. Motion carried unanimously. Meeting adjourned 8:07 PM.

Respectfully Submitted,

Sheri L. Moyer
Secretary