**MOUNT JOY TOWNSHIP**
**SUPERVISORS MINUTES**
**Wednesday, October 28, 2026**

---

The regular Board of Supervisor's meeting was an open, in-person meeting, with additional public access via the remote meeting application ZOOM. Attendance was taken by roll call. The meeting was called to order at 6 p.m.

**Present:** Christine Demas, Chairman; Todd McCauslin, Vice Chairman; Mike Gearhart; Sandy Yerger; Chad Yingling

**Also Present:** Issac Wakefield, Solicitor; Eric Vranich, Engineer, Sheri Moyer, Secretary; Kim Livelsberger, Zoning and Code Enforcement Officer

**Chairman Comment:** Chair Demas announced that the Mount Joy Township Comprehensive Plan is currently available for public comment on the Township website. She commended consultant Troy Truex of Michael Baker for his presentation at the Open House. The Plan establishes goals for the next ten years and will help guide future Township decisions, including ordinance and zoning updates. Chair Demas explained that the draft land use map represents the Township's vision for future development, including residential, agricultural, industrial, and preservation areas. The map is not yet legally binding but will help guide the development of the official zoning map. Residents were encouraged to review the Plan and submit comments to Township Secretary.

Chair Demas recognized the dedicated volunteer teachers who provide local history education to school-age children and encouraged residents to thank the teachers for their service and contact Sandy if interested in volunteering. She also noted that thank-you letters from students were available for review. The Township received donations from the Liberty Oaks homeschooling group and Upper Adams Intermediate School to help maintain the schoolhouse.

Chair Demas announced that the official U.S. Capitol Christmas Tree will visit Littlestown Ace Hardware on November 17 at 3:00 p.m. The event is free, but tickets are required and available through Ace Hardware. Additional information, including the tree's route, is available at uscapitolchristmastree.com.

**Public Comments:** None

***OMNIBUS MOTION TO ACCEPT THE FOLLOWING:***

Motion included acceptance of the following reports: BOS Regular Meeting Minutes September 23, 2026, BOS Workshop Meeting Minutes October 21, 2026, Treasurer Report, Roadmaster's Report, Engineer Report, Fire Report, Police Report, Zoning Officer's report, MDIA's Report, Correspondence Received and the Open Records Officer's Report. Supervisor Yingling moved, seconded by Supervisor Gearhart, to approve the Omnibus Motion. All voted in favor. Motion carried.

**MOUNT JOY TOWNSHIP**
**SUPERVISORS MINUTES**
**Wednesday, October 28, 2026**

***ACTION ITEMS***

- **Wheels of Liberation, 1045 Barlow Two Taverns Road – Minor Subdivision plan**: The proposed plan revision for the Wheels of Liberation property involves adjusting the existing lot line between Lots 1 and 2 to ensure that the additional impervious surface area complies with required setbacks. The revision also addresses stormwater management concerns resulting from impervious areas added since the building addition was originally approved. A portion of the property along the road is being transferred to accommodate stormwater management. The stormwater management plan was submitted separately and has been reviewed and is nearly approved. The current lot layout is expected to resolve these issues, and no further lot line changes are anticipated. Supervisor Yingling moved, seconded by Supervisor Gearhart, to approve the Wheels of Liberation, 1045 Barlow Two Taverns Road – Minor Subdivision plan, conditioned upon compliance with the comments offered in the Zoning Officer's October 16, 2026 review letter and the Engineer's October 16, 2026 review letter. Vote 5-0 Motion carried.

- **Clear View Excavation, Inc. Invoice for Straley Road Culvert Change Order**: The Board reviewed the history of the Clearview culvert project, including delays related to DEP requirements and additional costs associated with bonding, prevailing wage requirements, utility pole removal, and guardrail installation. The original Monarch quote of $994,650 for the culvert was approved in January. In April, the Board unanimously approved the CoStars contract for the culvert, bonding, and pavement restoration totaling $273,900. Additional costs of $6,109 for utility pole removal by Adams Electric and $12,135 for guardrail installation were approved in July.

The Board discussed a change order totaling $25,752.85 for additional work encountered during construction. Mr. Vranich explained that the costs included rock removal, additional hauling, supplemental materials, and the use of an eight-inch pump operating continuously for six days, which exceeded the four-inch pump included in the original scope of work. The additional charges were for unforeseen and supplemental work identified in the original project specifications as subject to change orders. Supervisor Yingling moved, seconded by Supervisor McCauslin, to approve the Clear View Excavation Invoice in the amount of $25,752.85. Vote 5-0, Motion carried.

- **Hoffman Homes Conditional Use Decision**: Solicitor Wakefield reminded the Board of the conditional use hearing regarding Hoffman Homes' proposed expansion of a nonconforming use at Hoffman Academy into the Mallory Building. The Board previously held an executive session following the hearing. The decision has been drafted and circulated to the Board, incorporating comments received from the Zoning Officer. As the deadline for issuing the decision is approaching, the Solicitor requested that the Board consider taking formal action on the decision. Supervisor Gearhart moved, seconded by Supervisor Yerger, to approve the conditional use application, subject to the conditions documented in the written decision of the township as present. Motion carried.

- **Sewage Planning Module for Sizemore Property**: The Board reviewed the sewage planning module for the Sizemore property, located in the PBC corridor. A single-family dwelling is a permitted use in this zoning district, and the proposed use of an on-lot septic system is consistent with the Township's zoning requirements and Act 537 Sewage Facilities Plan. The Planning Commission previously recommended approval and authorization of the module's signature. The Board considered approval of the sewage planning module and authorization for

signature. Supervisor Yingling moved, seconded by Supervisor Gearhart, to approve the signature on the sewage module. All in favor, Motion carried.

- **Barlow Fire Department Box Cards Change/Authorization**: Barlow Fire Department – Box Card Updates: The Board considered Barlow Fire Department's request to update its box cards to reflect its newly received fire truck and revised equipment. The proposed changes will update the department's dispatch information. The Board also acknowledged notification from the Gettysburg Fire Department that it has requested Adams County EMS automatically dispatch an additional fire engine or mutual-aid support from another fire department for emergency calls. This request is intended to help address staffing challenges affecting Gettysburg and other area fire departments. Supervisor Yingling moved, seconded by Supervisor Gearhart to approve the Barlow Fire Box Card change and acknowledge Gettysburg Fire Department mutual aid support. Motion carried.

- **Appointment of Lynn Anne Sukeena as Auditor to December 30, 2027**: The Board considered appointing Lynn Ann Sukeena to fill the vacant elected auditor position through December 31, 2027. The vacancy resulted from Bernie Mazer's resignation as auditor after assuming duties as an election inspector, which prevented him from holding both positions. Ms. Sukeena, was previously involved with Township boards, expressed interest in becoming involved again. Her appointment would restore the number of auditors to two, although the Township is authorized to have three. Supervisor Yingling moved, seconded by Supervisor McCauslin, to appoint Lynn Anne Sukeena as Auditor to December 30, 2026. Motion carried. Resolution 2026-22 approved.

- **Transition toward Digital-First Newsletters**: Supervisor McCauslin suggested transitioning to a digital or hybrid newsletter format to reduce the Township's annual newsletter expenses of approximately $10,000–$12,000, allowing those funds to be redirected toward staff raises and road improvements. John Allen of Updyke Road emphasized the importance of keeping all residents informed and engaged, regardless of their comfort with technology. He praised the current newsletter as informative and well-presented and suggested including a community survey in the next issue to gather residents' preferences regarding continuing the printed newsletter or receiving information digitally. He noted that resident feedback could help guide the Board's decision while ensuring that changes do not limit public awareness or participation. Supervisor Yingling moved, seconded by Supervisor Gearhart, to table this to a meeting after the outcome of the December survey. Motion carried.

- **Approve acceptance of the following Safety Policies**:
  - Drivers Safety Policy
  - Drug & Alcohol – Free Workplace Policy
  - Fit for Duty Policy
  - Personal Protective Equipment Policy
  - Return to Work Policy

Supervisor Gearhart noted that the proposed policies primarily involved personnel, workplace safety, and Road Advisory Committee responsibilities. He recommended referring the drafts to the appropriate committees for review and suggested that certain provisions, particularly the wording concerning Fit for Duty Policy, required further clarification. Supervisor Gearhart moved,

seconded by Supervisor Yingling, to table the policies to allow for further review and revisions. Motion carried.

- **Approval to add Mike Golden to the Safety Committee**: Supervisor Yingling moved, seconded by Supervisor Gearhart, to appoint Mike Golden to the Safety Committee. Motion carried.

- **Approval to hire Joe Webb as On-call Seasonal Road Crew at $24.00/hr.**: Supervisor Yerger discussed the possibility of hiring an on-call seasonal employee to assist the Road Crew during snow removal and other periods of increased workload. She noted that the Township currently has four Road Crew employees and that additional help would be beneficial during significant snow events. The candidate, whose name was provided by current roadcrew member, Tom Dunchack has experience with snow removal for other townships, mowing, and maintaining snow equipment. Although he does not currently hold a CDL, he previously had one and could pursue reinstatement. Discussion followed regarding whether a current CDL should be required for the position. One Supervisor emphasized that all Road Crew hires should have an active CDL, while others noted that the proposed position was seasonal and on-call rather than full-time, similar to arrangements the Township had used in the past. Supervisor Yerger explained that she pursued the candidate's information after a previous effort to follow up had not been completed. Supervisor Yingling moved, seconded by Supervisor Gerhart, to deny hiring Joe Webb as an on-call seasonal road crew worker. Motion carried 3-2 (Todd – Aye, Mike – Aye Christine – No, Sandy – No, Chad – Aye).

- **Approval to hire Brandon Harner for FT position on the Road Crew at $28.16/hr.**: The Board discussed the proposed hiring of Brandon Horner for a full-time Road Crew position at a stated rate of $28.16. Concerns were raised that background and reference-check information had not been provided to the Board as had been customary in previous hiring processes. Supervisors emphasized the importance of completing reference checks and following established hiring procedures. The discussion highlighted the need for transparency and consistent application of the Township's hiring procedures. Supervisor Gearhart moved, seconded by Supervisor Yingling, to hire Brandon Harner as a full-time road crew worker at $28.16/hr. Motion carried.

- **Personnel Committee Appointment**: Supervisor Gearhart made a motion to remove Supervisor Yerger from the Personnel Committee and appoint Supervisor McClausin in her place. When questioned about the reason for the proposed change, Supervisor McCauslin stated that the matter involved personnel-related issues that he would not discuss publicly. He referenced concerns regarding the personnel process and interactions among committee members. Supervisor Yerger noted that there had been no lack of consensus among the committee members during the recent personnel processes.

Discussion followed regarding the Board's prior discussions in reference to the personnel committee members. Chair Demas referenced the July meeting minutes, noting that Supervisor McCauslin had previously recommended that neither the Chair nor Vice Chair serve on the Personnel Committee to promote an impartial personnel review process. She suggested appointing Supervisor Yingling instead of Supervisor McCauslin to remain consistent with that recommendation. Further discussion addressed the importance of maintaining consistency in Board decisions and ensuring an impartial personnel process. Supervisor McCauslin clarified that

his primary concern was that the Chair should not serve on the Personnel Committee and subsequently stated that he wished to retract his earlier position that both the Chair and Vice Chair should be excluded.
Supervisor Gearhart moved, seconded by Supervisor Yingling, to remove Sandy Yerger from the Personnel Committee and appoint Supervisor McCauslin in her place. Chair Demas called for a roll call vote: Todd - Aye, Mike –Aye, Christine –No, Sandy – Aye, Chad – Aye. Motion carried (4-1).

- **Require all bills, banking approvals, check signings, payroll records and paid time of (PTO) approved, and/or signed by the Personnel Committee members**: Discussion was held regarding two proposed items submitted by Supervisor McCauslin concerning financial oversight and authorized bank account signatories. The Board questioned the distinction between the items, noting that one required Personnel Committee approval of bills, banking, checking, payroll records, and PTO, while the other proposed removing former Treasurer Bruce Hartman and adding Supervisors Mike and Todd as authorized bank signatories.

Supervisor McCauslin clarified Bruce Hartman was still listed as an authorized signer and needed to be removed. He further explained that Supervisors Gearheart and McCauslin would be added as additional signatories to provide backup coverage, while other authorized Board members would retain their signing authority.
Further clarification was needed to clarify the two agenda items.

Supervisor Gearhart moved, seconded by Supervisor Yingling, to require all payroll records and paid time of (PTO) approved, and/or signed by the Personnel Committee. Motion carried. (4-1)

- **Remove Bruce Hartman and add Mike Gearhart / Todd McCauslin as two additional authorized signatories on the Township's bank accounts, authorizing either individual to sign Township checks in accordance with the Township's existing check-signing procedures**: After clarification of the agenda item, Supervisor Gearhart moved, seconded by Supervisor Yingling, to remove Bruce Hartman and add Mike Gearhart / Todd McCauslin, once fully bonded as two additional authorized signatories on the bills, banking approvals, check signings, Township's bank accounts, authorizing either individual to sign Township checks in accordance with the Township's existing check-signing procedures. Motion carried.

Chair Demas called for a roll call vote: Todd - Aye, Mike –Aye, Christine – Aye, Sandy – No, Chad – Aye. Motion carried (4-1).

Chair Demas stated that the next two agenda items involved personnel matters and requested they be discussed in executive session. After initially disagreeing, Supervisor McCauslin agreed to move the items to executive session. Supervisor Yingling made a motion, seconded by Supervisor Gearhart, to enter executive session to discuss personnel matters. Motion carried.

**Adjournment for Executive Session: 7:41pm**

**Meeting was reconvened at 8:19 PM.**

A motion was made to table the last two agenda items:

- **Salary Change Effective Date: 11/2/2026 - Roadmaster Mike Golden salary increase to $31.61**:
- **Municipal Staff Wage discussion/Employee pay increases for 2027**

Motion made by Supervisor Yingling and seconded by Supervisor Gearheart. All were in favor, Motion carried.

**Adjournment:**
With no further business to be discussed by the Board, Supervisor Yingling moved, seconded by Supervisor Yerger, to adjourn the meeting. Motion carried. The Meeting adjourned 8:23 p.m.

Respectfully submitted,

Sheri Moyer
Township Secretary