

**Mt. Joy Township
Supervisors' Regular Meeting
February 20, 2020**

Meeting Minutes

Present: John Gormont, Chairman; David Updyke, Vice-Chairman; Bernie Mazer; Jeffrey Patterson; Terry Scholle; Sheri Moyer, Secretary

Absent: Susan Smith, Solicitor

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.

Call to Order: John Gormont, presiding.

Starting Time: 7:00 p.m.

Pledge of Allegiance

Public Comment: Adam Wiles – would like to know what it would take to close Dague Road.

Auditor's Report:

- SEK & Co. 2019 audit presentation: Ms. Curnow from SEK & Co. distributed to the Board the audit report for the year 2019 which was submitted to DCED and the State. She also distributed separate pages with the fluctuations from 2018 to 2019. She said the Township received an unmodified audit opinion which means there were no modifications needed. Ms. Curnow said the Notice of Audit will need to be published. Mr. Gormont thanked Ms. Curnow for performing the audit. He also thanked Mr. Hartman for his hard work. Mr. Patterson moved, seconded by Mr. Scholle to accept the auditor's report. Motion carried unanimously.

Approval of Minutes:

- Supervisors' Regular Meeting Minutes, January 16, 2020: Mr. Updyke moved, seconded by Mr. Patterson, to accept Minutes, as presented. Motion carried unanimously.
- Supervisors' Workshop Meeting Minutes, February 6, 2020: Mr. Mazer moved, seconded by Mr. Scholle to approve the Minutes with the amended date to February 6, 2020. Motion carried unanimously.

Chairman Announcement: Mr. Gormont read an email that was distributed regarding the Solar Conditional Use dates stating that the first two dates are for Nextera and the following two dates in March are for public comment. Mr. Gormont said that this is incorrect. He went on to say that the Board does not know how many witnesses Nextera or the attorney representing the parties will be presenting. Public comment will not be until the very end of the evidentiary portion of the hearing. This kind of information is very misleading to people and wrong. He advised people to refer to the Township website for the correct information.

Solicitor's Report: Mr. Updyke moved, seconded by Mr. Patterson to accept the Solicitor's report as presented. Motion carried unanimously.

Persons Requesting Time on Agenda: None.

Treasurer's Reports:

- Approval of Monthly Finance Report. Mr. Updyke moved, seconded by Mr. Mazer to accept the monthly financial report as presented. Motion carried unanimously.
- Approval of Bills Paid Report. Mr. Mazer moved, seconded by Mr. Scholle to accept the bill paid report as presented. Motion carried unanimously.

Police Report: Mr. Gormont reported there were a total of 115 calls for the month. Twelve (12) criminal, nineteen (19) traffic (either an accident or traffic stop), sixty-nine (69) service/general calls and fifteen (15) calls where no response was required.

Road Report: Mr. Updyke moved, seconded by Mr. Scholle, to accept the January road report as presented. Motion carried unanimously.

Planning Commission Report: No monthly report

- Summary of Planning Commission Activities in 2019: Mr. Mazer moved, seconded by Mr. Scholle, to accept the summary of Planning Commission activities for 2019 report. Motion carried unanimously.

- **Subdivision and Land Dev.:** AAR Plastic & Glass LLC - Preliminary/Final Land Development Plan, Light Industrial Re-development - Time Extension: Mr. Vranich said there has not been any revised plans submitted. He said that Mr. Sharrah said that the owners have purchased property in Hanover and will no longer need the 40,000 sq. ft. building. The plans are being revised to remove the building and address both review letters comments from Ms. Hare and Mr. Vranich. Mr. Sharrah said they are still pursuing the PennDOT highway occupancy permit. Mr. Vranich said that since it sounds like a submission is imminent, his suggestion to the Board was that they grant this extension with the condition that no further extensions will be accepted unless a revised plan is submitted and actively worked on.

Mr. Gormont moved, seconded by Mr. Patterson to accept the extension due to the issues that they are dealing with the changes and the highway occupancy permit, but concur with the suggestion that this be the final extension as long as they continue to move forward. Motion carried unanimously. The deadline date for Board action will now be May 28, 2020.

Engineering Report: Mr. Updyke moved, seconded by Mr. Patterson to accept the Engineers' report as presented. Motion carried unanimously.

Zoning Officer/Code Enforcement Officer's Report: Mr. Updyke moved, seconded by Mr. Mazer, to accept the report as presented. Motion carried unanimously.

- Septic Pumping Report to DEP: Mr. Gormont read Ms. Hare's 2019 annual septic report to DEP for the properties pumped/inspected in 2019. Mr. Updyke moved, seconded by Mr. Scholle to accept the report as presented. Motion carried unanimously.

Land and Sea Service Inspection Report: Mr. Updyke moved, seconded by Mr. Scholle to accept Land and Seas' report as presented. Motion carried unanimously.

- **UCC Quarterly Report for Sept.– Dec. 2019:** Mr. Gormont said this is the report that is filed with the State. During the fourth quarter of 2019, two (2) permits were issued for new single-family housing, four (4) permits were issued for all other residential projects and no permits were issued for commercial projects. Six (6) total permits were issued in the 4th quarter of 2019 with a total fee of \$27.00.

Open Records Officer Report:

- Clayton Smith, VP Noble Environmental – requesting current waste and recycling contracts – Denied, no such records exist
- Todd R. McCauslin – requesting copies of all Solicitor Reports and Planning Commission meeting minutes regarding solar ordinances, zoning changes and solar applications (i.e., anything solar related) – Granted
- Nathan C. Wolf, Esquire – requesting a copy of the draft Planning Commission meeting minutes for January 14, 2020 – Granted

Fire Company Reports:

	MJT Calls per month	YTD Calls in MJT
1. Alpha Fire Company	1	1
2. Barlow Fire Company	2	2
3. Gettysburg Fire Co.	2	2
4. United Hook & Ladder No. 33-3	1	1

Mr. Scholle moved, seconded by Mr. Updyke, to accept the report as presented. Motion carried unanimously.

- Alpha Fire Company and Barlow Fire Company’s Relief Association Compliance Audit: The Board acknowledged receipt of both Alpha and Barlow Fire Company’s Compliance Audit.
- United Hook & Ladder Company #33 - 2018 Municipal Presentation and Form 990: The Board acknowledged receipt of United Hook & Ladder’s Form 990.

Correspondence:

- Gettysburg Fire Company Awards Banquet Saturday February 22, 2020
- Alpha Fire Company Annual Appreciation Banquet Saturday March 7, 2020
- Letter dated December 31, 2019 from Pennsylvania One Call System, Inc. regarding the township’s portion of credit applied to the account
- Letter dated January 7, 2020 from White Run Regional Municipal Authority regarding future pump and haul customers
- Letter dated February 3, 2020 from Skelly & Loy regarding culvert pipe replacement on Fish and Game Road

Committee Reports:

- Personnel: (Patterson and Updyke) Mr. Patterson said there is a need for executive session.
- Finance: (Gormont and Updyke) Mr. Updyke said we had a clear audit report.
- Roads: (Gormont) No report.

Business

- Appointment of Kimberlee Birckhead as Emergency Management Coordinator: Mr. Gormont moved, seconded by Mr. Updyke, to nominate Ms. Birckhead as the EMC. Motion carried unanimously.
- Approve Alpha and Barlow Fire Agreements: Mr. Patterson moved, seconded by Mr. Scholle, to approve both Alpha and Barlow Fire Agreements. Motion carried unanimously.
- Resolution – Disposition of Records: Mr. Mazer moved, seconded by Mr. Patterson to adopt Resolution 10 of 2020 for the disposition of certain records. Motion carried unanimously.
- Approval of Per Capita Returns Report (to be sent to YATC for collection): Mr. Mazer moved, seconded by Mr. Scholle that the Per Capital Returns Report be sent to the collection agency. Motion carried unanimously.
- Approval of Deletions from Tax Duplicate for 2019 County Taxes: Mr. Patterson moved, seconded by Mr. Mazer to approve the deletions of the tax records. Motion carried unanimously.
- Mt. Joy Township’s Liquid Fuels Audit Report: Mr. Gormont read a statement within the audit, “Given the limitations during our engagement we did not identify any deficiencies found in the internal control that we consider to be material weaknesses”. He went on reading, “The result of our tests disclosed no instances of non-compliance or other matters that are required to be reported under the current government standards”. Mr. Gormont said there were no adjustments to be made. Mr. Mazer moved, seconded by Mr. Scholle to approve the liquid fuels audit report. Motion carried unanimously.
- Financial Security Reduction – Olde Glory Contractors: Mr. Vranich said the project is now completed and is ready to release some financial security. He is not recommending a full release of the funds since the normal procedure for their office is to hold off until the vegetation is growing. He is recommending a reduction in the financial security of \$6,082.50. This adjusts the required financial security from \$6,803.50 to \$721.00. Mr. Mazer moved, seconded by Mr. Scholle, to reduce the financial security to \$721.00. Motion carried unanimously.
- Barlow Two Taverns and Low Dutch Road Culverts – authorization to solicit bids: Mr. Vranich said this authorization is for two box culverts. One is a four-sided box culvert on Barlow Two Taverns Road. The other is for a three-sided box culvert on Low Dutch Road. He is asking for authorization from the Township to finalize the bid documents, advertise it for bids and solicit bids for the manufacture and supplies of the concrete box culvert structures. That would include placement of the structures. Mr. Vranich said typically bid periods are 30 days. Mr. Patterson moved, seconded by Mr. Updyke to authorize Mr. Vranich to solicit bids for the Two Taverns and Low Dutch culverts. Motion carried unanimously.
- Resolution – Administrative Fee for Temporary U&O Permit: Mr. Patterson moved, seconded by Mr. Scholle, to adopt Resolution 11 of 2020. Motion carried unanimously.
- UCC Shared Board of Appeals Representative to the Board Discussion: Mr. Gormont said that we received correspondence regarding the Appeals Board. He informed the Board that we joined an appeals board through the County. One of the members is dropping off the board and they are seeking individuals to volunteer to serve on the appeals board. Mr. Mazer questioned if it is a requirement of the townships to have someone on the board? Mr. Gormont said no. We are a member of the appeals board but we are not required to have someone serve on the board. Mr. Gormont said that if there was an appeal, representatives from construction companies would be assigned to hear the appeal.
- Additional Conditional Use Hearing Dates: Mr. Gormont stated the dates in March are March 23rd and 25th. The next two tentative dates are in April. They are April 23rd and 24th. He indicated he is waiting for notification from the School Board that those dates are available and

will be notified after the Monday February 24th School Board meeting. All hearings will be held at Littlestown High School Auditorium.

Other Business (not on agenda): None.

Executive Session: Start: 8:02 p.m.

Topic: Personnel Issues

Meeting Reconvened: 8:23 p.m.

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

Submitted by,

Sheri L. Moyer
Secretary