

PROVIDENCE TOWNSHIP BOARD OF SUPERVISORS

John Schroeder • C. William Shaffer • J. Pepper Goslin
Monday through Thursday, closed Friday | Hours: 6:30 a.m. – 4:30 p.m. | Meeting: First Monday, 7:00 p.m.



AGENDA JANUARY 7, 2019

CALL MEETING TO ORDER:

- Mr. Schroeder opens meeting at 7:00 P.M. with the Pledge of Allegiance followed by a moment of silence.

ELECTION OF OFFICERS:

- **Motion** to nominate Chairman.....
- **Motion** to nominate Vice Chairman...
(Chairman will then conduct Meeting)

MINUTES:

- **MOTION** to approve the written minutes of the December 10, 2018 Board of Supervisors Meeting as presented.

FINANCIAL REPORT:

- Secretary, Vicki Eldridge will read the Treasurer's Report
- Entertain a **MOTION** to ratify payment of December bills in the amount of \$135,799.99 from the general account and \$2,845.10 from the state account.

REVIEW OF BUDGET:

- Budget vs. Actual (for 2018)

PUBLIC COMMENT:

- Chairman calls for questions or comments from people in attendance.

ROAD MASTER REPORT: Jim Fry

PARKS/RECREATION REPORT:

- The parks/recreation committee will not begin meeting until Thursday, March 14, 2019, at 7:00 p.m.

OLD BUSINESS:

- Discussion regarding zoning hearing board fees
- Hollow Road Bridge
- Discussion regarding the proposed sewer easement under the trail property for the Creekside Development. The Quarryville Borough Sewer Authority denied the township's request to add a Providence Township Resident to their board as a non-voting member. The new easement contains language pertaining to any repairs that need to be done to the pipe under the trail. If at all possible, the trail surface will not be disturbed. At this time, if so desired, **MOTION** to authorize the Chairman to execute the Easement Agreement between Providence Township, Joseph Nadu and the Quarryville Borough Authority for consideration of \$15,000 to be paid to the township by Mr. Nadu. This easement will allow for a sanitary sewer line to be constructed on the township's trail property. A subsurface boring will occur to run the sewer line under the trail surface.

NEW BUSINESS:

- **ANNOUNCE** the Elected Auditor's Organizational Meeting will be held on Tuesday, January 8, 2019, at 4:00 p.m.
- **Motion** to reappoint Vicki Eldridge as Secretary to the Board of Supervisors.
- **Motion** to appoint Heidi Martinez as Secretary to the Zoning Hearing Board.
- **Motion** to appoint Kara Kalupson as Secretary to the Planning Commission.
- **Motion** to reappoint C. William Shaffer as 2019 Township Treasurer.
- **Motion** to reappoint Melvin Newcomer as Solicitor.
- **Motion** to reappoint Tom Goodman of Goodman and Kenneff as Counsel for Zoning Hearing Board.
- **Motion** to appoint Solanco Engineering as township engineer.
- **Motion** to appoint Arro Consulting as alternate engineer.
- **Motion** to appoint J. L. Brendel Cleaning Service as the cleaning service for the Township.
- **Motion** to appoint _____ as Chief Administrative Officer for the non-uniform employee pension plan. (currently Bill)
- **Motion** to reappoint Marvin Stoner as Sewage Enforcement Officer.
- **Motion** to reappoint Mark Deimler as alternate Sewage Enforcement Officer.
- **Motion** to appoint Heidi Martinez as Recycling Enforcement Officer.
- **Motion** to reappoint Vicki Eldridge as Open Records Officer.
- **Motion** to appoint _____ as Chairman of the Vacancy Board. (currently Abby Odell)
- **Motion** to reappoint James Herr as Emergency Management Coordinator.
- **Motion** to appoint _____ as official delegate to PSATS State Convention at Hershey, to be held in April, 2019.
- **Motion** to reappoint Omar Smoker, Lester Wiker, Nancy Zimmerman-Clayton, David Gerhart, and Kenneth Harnish as members of the Agricultural Security Area Advisory Committee.
- **Motion** to appoint/reappoint _____ to a four year term as a member of the Planning Commission. (Kara Kalupson's term is expiring. Kara is willing to serve again)
- **Motion** to appoint/reappoint _____ to a three year term as a member of the Zoning Hearing Board. (Jim Hess' term is expiring. Jim is willing to serve again.)
- **Motion** to reappoint John Schroeder and C. William Shaffer to the Lancaster County Redevelopment Authority Regional Advisory Council.
- **Motion** to permit Treasurer to transfer monies between checking and savings accounts as needed.
- **Motion** to appoint the township manager and township roadmaster as authorized individuals to open any or all sealed bids submitted to the township unless otherwise directed by the Board of Supervisors.
- **Motion** to continue to utilize Univest Bank and Trust as the depository for the township's funds.
- **Motion** to establish mileage rate of 58 cents (\$0.58) per mile for using personal vehicles to do township business as per federal government. Mileage must be reimbursed during the calendar year it is incurred. The federal mileage allowance for 2019 is 58 cents per mile. (in 2018 it was 54.5 cents)
- **Motion** to recommend to auditors that the Treasurer's Bond be set at \$1,000,000.
- **Motion** to recommend to auditors that the Township Manager/Secretary's Bond be set at \$1,000,000.
- **Motion** to recommend to auditors that the hourly rate of \$17.50 be paid to Supervisors for plowing snow within the Township.

- **Motion** to recommend to auditors that the hourly rate of \$15.00 be paid to Supervisors when employed as part time laborers within the Township.
- **Motion** to continue the policy of requiring an appointment, during regular working hours, with a supervisor present, to answer any questions or view any township records or documents.
- **Motion** to continue to charge the rate of twenty-five cents (0.25) each for copies of documents or records; and \$4.00/page for large scale copies.
- **Motion** to continue to charge \$25.00/hour for extensive research of open records documents.
- **Motion** to appoint _____ to supervise and retain control of all township personnel records. (Currently Bill)
- **Motion** to adopt Resolution No. 19-01 authorizing the destruction of specific records (attached as Exhibit A).
- **Motion** to appoint/reappoint _____ as the township representative to the Southern Lancaster County Intermunicipal Council. (Currently Bill)
- **Motion** to appoint/reappoint _____ as the township representative to the Solanco Safety Committee. (currently John)
- **Motion** to appoint _____ to the Quarryville Borough Wellhead Steering Committee. (currently John)
- **Motion** to authorize Providence Township and Lancaster County real estate taxes to be collected by the County of Lancaster.

SEWAGE OFFICER:

- Marvin Stoner issued 1 permit with a total of \$100.00 remitted for the month of December.

MONTHLY REPORTS:

SECRETARY: Vicki Eldridge

- Receipts totaling \$137,577.72 were recorded in December.

ZONING OFFICER:

ADJOURN:

Chairman calls for a motion to adjourn the meeting.