

PROVIDENCE TOWNSHIP BOARD OF SUPERVISORS

John E. Schroeder • J. Pepper Goslin • Lori L. Crossen

Monday through Thursday, closed Friday | Hours: 6:30 a.m. – 4:30 p.m. | Meeting: First Monday, 7:00 p.m.



SUPERVISORS ORGANIZATIONAL MEETING **January 6, 2020**

The Organizational meeting of the Providence Township Board of Supervisors was held in the Township Municipal Office on Monday, January 6, 2020 at 7:00 p.m. Present were John Schroeder, J. Pepper Goslin, Lori Crossen, Township Manager Vicki Eldridge, Roadmaster Jim Fry and ten (10) observers.

Mr. Schroeder introduced newly elected supervisor Lori Crossen.

The meeting was called to order by Mr. Schroeder at 7:00 p.m. followed by the Pledge of Allegiance and a moment of silence.

ELECTION OF OFFICERS

- Mr. Goslin made a motion, seconded by Mrs. Crossen to nominate Mr. Schroeder as Chairman of the Board of Supervisors. The motion carried unanimously
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to nominate Mr. Goslin as Vice Chairman of the Board of Supervisors. The motion carried unanimously.

MINUTES

- Mr. Schroeder explained that each Supervisor received a copy of the written minutes from the December 16, 2019 Board of Supervisors Meeting. With no additions or corrections to the minutes, Mr. Schroeder made a motion, seconded by Mr. Goslin to approve the minutes. The motion carried unanimously.

FINANCIAL REPORT

- Vicki Eldridge read the financial report.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to ratify payment of December bills in the amount of \$106,867.59 from the general fund and \$4,428.88 from the state fund. The motion was carried unanimously.

REVIEW OF BUDGET

- Mr. Goslin shared he was happy that many of the expense budgeted line items came in under budget. Mr. Schroeder had questions regarding the Firemen's Relief Line Item.

PUBLIC COMMENT

- Ron Munroe asked what the bottom line was for the 2019 calendar year.
- Merv Conrad asked if there would be a tax increase this year. Mr. Schroeder stated there is no increase in taxes in 2020. Mr. Conrad also asked when work was to begin on Route 272.

ROADMASTER REPORT

Jim Fry, Roadmaster reported on the following:

In December the road crew worked on the following projects:

- Started replacing faded or damaged roadway signs;
- Placed rip rap stone in wash outs as needed;
- Placed drain tile on Snyder Hollow Road and cut swale as needed to prevent water on roadway;
- Trimmed trees;
- Salted roadways on 12/16;
- Shop work, built racks for cinder spreaders;
- Conducted a safety meeting on 12/18 to discuss "Chain Saw Safety"; and
- The township took delivery of a new John Deere loader.

In January the road crew will work on the following projects:

- Trimming trees throughout the township;
- Finish service work on equipment; and
- Continue replacing or repairing roadway signs.

Mr. Schroeder asked the supervisors and roadmaster if they would be interested in doing research on using a salt brine mixture on the roads in the wintertime. All parties were interested in hearing more information. Jim Fry was directed to gather more information on this process.

PARKS/RECREATION REPORT

- Mrs. Eldridge stated that the next parks/recreation committee meeting will be held on Thursday, March 12, 2020 at 7:00 p.m.

OLD BUSINESS:

- Mr. Schroeder asked questions about the Webinar Power Pass offered through PSATS. Mrs. Eldridge stated the township does pay for a power pass.

NEW BUSINESS:

- Mr. Schroeder announced the Elected Auditor's Organizational Meeting will be held on Tuesday, January 7, 2020 at 4:00 p.m.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to reappoint Vicki Eldridge as Secretary to the Board of Supervisors. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to appoint Heidi Martinez as Secretary to the Zoning Hearing Board. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to appoint Kara Kalupson as Secretary to the Planning Commission. The motion was carried unanimously.
- Mr. Schroeder made a motion seconded by Mr. Goslin to appoint Lori Crossen as 2020 Township Treasurer. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to reappoint Melvin Newcomer as Solicitor. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to reappoint Tom Goodman of Goodman and Kenneff as Counsel for Zoning Hearing Board. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to appoint Solanco Engineering as township engineer. The motion was carried unanimously.

- Mr. Goslin made a motion, seconded by Mrs. Crossen to appoint Arro Consulting as alternate engineer. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to appoint J. L. Brendel Cleaning Service as the cleaning service for the Township. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to appoint J. Pepper Goslin as Chief Administrative Officer for the non-uniform employee pension plan. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to reappoint Marvin Stoner as Sewage Enforcement Officer. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to reappoint Mark Deimler as alternate Sewage Enforcement Officer. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to appoint Heidi Martinez as Recycling Enforcement Officer. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to reappoint Vicki Eldridge as Open Records Officer. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to appoint Abigail Odell as Chairman of the Vacancy Board. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to reappoint James Herr as Emergency Management Coordinator. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to appoint Lori Crossen as official delegate to PSATS State Convention at Hershey, to be held in May, 2020. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to reappoint Omar Smoker, Lester Wiker, Nancy Zimmerman-Clayton, David Gerhart, Kenneth Harnish and J. Pepper Goslin as members of the Agricultural Security Area Advisory Committee. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder to reappoint Ken Wiker and appoint Samuel Blank to four year terms as members of the Planning Commission. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to appoint Brent Musser to a four year term as an alternate member of the Planning Commission. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder to appoint Albert Warfel to a three year term as a member of the Zoning Hearing Board. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to appoint David Beiler to a three year term as an alternate member of the Zoning Hearing Board. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to reappoint John Schroeder and J. Pepper Goslin to the Lancaster County Redevelopment Authority Regional Advisory Council. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to permit the treasurer to transfer monies between checking and savings accounts as needed. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin 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. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to continue to utilize Univest Bank and Trust as the depository for the township's funds. The motion was carried unanimously.

- Mr. Schroeder made a motion, seconded by Mrs. Crossen to establish mileage rate of 57.5 cents (\$0.575) 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 2020 is 57.5 cents per mile (in 2019 it was 58 cents). The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to recommend to auditors that the Treasurer's Bond be set at \$1,000,000. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to recommend to auditors that the Township Manager/Secretary's Bond be set at \$1,000,000. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder to recommend to auditors that the hourly rate of \$17.50 be paid to Supervisors for plowing snow within the Township. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to recommend to auditors that the hourly rate of \$15.00 be paid to Supervisors when employed as part time laborers within the Township. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder 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. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen 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. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder to continue to charge \$25.00/hour for extensive research of open records documents. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to appoint John Schroeder to supervise and retain control of all township personnel records. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to adopt Resolution No. 20-01 authorizing the destruction of specific records (attached as Exhibit A). The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to appoint J. Pepper Goslin as the township representative to the Southern Lancaster County Intermunicipal Council. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to reappoint John Schroeder as the township representative to the Solanco Safety Committee. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to reappoint John Schroeder to the Quarryville Borough Wellhead Steering Committee. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to authorize Providence Township and Lancaster County real estate taxes to be collected by the County of Lancaster. The motion was carried unanimously.

SEWAGE OFFICER

- Marvin Stoner completed 2 perc and probe tests with a total of \$800 remitted to the township for the month of December.

MONTHLY REPORTS

Secretary:

- Receipts totaling \$49,484.63 were recorded in the month of December.

ZONING REPORT

- **David Haines, 447 Sawmill Road, Renewal “Granny Flat Agreement”:** Mr. Haines verified the terms of the “Granny Flat Agreement” are still in compliance. Following a brief discussion, Mr. Goslin made a motion, seconded by Mrs. Crossen to renew the “Granny Flat Agreement” with David Haines, pertaining to 447 and 445 Sawmill Road, for another year or until January 31, 2021. The motion was carried unanimously.
- Merv Conrad asked how much money will be donated to the Quarryville Library in 2020. Mr. Goslin stated \$6,000 will be contributed to the library.

EXECUTIVE SESSION:

- At approximately 7:38 p.m., Mr. Schroeder made a motion, seconded by Mr. Goslin to enter into an executive session to discuss a personnel matter. The motion carried unanimously.
- At approximately 8:16 p.m., Mr. Schroeder made a motion, seconded by Mr. Goslin to exit the executive session. The motion was carried unanimously.

ADJOURNMENT:

- With no further business, Mr. Goslin made a motion, seconded by Mr. Schroeder, to adjourn the meeting at 8:17 p.m. The motion carried unanimously.

PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS

ATTEST: _____
Vicki L. Eldridge, Secretary

John E. Schroeder, Chairman

J. Pepper Goslin, Vice Chairman

Lori L. Crossen, Member