

SALISBURY TOWNSHIP SUPERVISORS' MEETING MINUTES
JANUARY 3, 2022- 7:00 AM
SALISBURY TOWNSHIP MUNICIPAL BUILDING
REORGANIZATION MEETING

The meeting was called to order by 2022 Chairman Gordon Hoover. Present was Dean Stoltzfus, Gordon Hoover and Chris Beiler.

Also in attendance was Kirsten Peachey, Manager; Samuel Glick, Glick Exteriors.

Items covered in this meeting: Reorganization; Improvement Guarantee Reduction/Waiver Request for Craig Smucker SWM Plan (SWM210068); SWM Agreement for E&E Construction (RUT210701/SWM210113); Public Sewer Service for Properties within Salisbury and West Sadsbury (County Line Road); Lincoln Highway Sanitary Sewer Expansion.

Hoover opened the meeting for public comment. Samuel Glick, Glick Exteriors, attended the meeting to ask the Board if they would consider providing public sewer service to a property he is looking to purchase that is mainly in West Sadsbury Township (at the corner of Lincoln Highway and County Line Road), but a small portion is in Salisbury Township. The Township Manager explained that in order to provide sewer service to a customer in another township, that both townships would have to have agreements drawn up and signed and that Salisbury Township would deal directly with West Sadsbury Township and then West Sadsbury in turn would bill the customer. Hoover suggested he contact the Zoning Officer at West Sadsbury Township and see what all the options were and to have the zoning officers from both townships work together and then come back to the Board all options have been explored.

Hoover opened the floor for nominations for the office of Chairman of the Board of Supervisors. Beiler nominated Hoover to serve as Chairman. Seconded by Stoltzfus. All voted in favor.

Hoover nominated Chris Beiler for the office of Vice Chairman. Seconded by Stoltzfus. All voted in favor.

Hoover nominated Dean Stoltzfus to the office of Treasurer. Seconded by Beiler. All voted in favor.

The Secretary-Treasurer report and minutes were previously distributed. Beiler made a motion to approve the minutes. Seconded by Stoltzfus. All voted in favor.

The starting balances for the year 2022 are as follows:

01 General Account	\$1,858,454.11
08 Sewer Account	\$ 619,051.17
35 State Account	\$ 2,445.55
Park & Rec Account	\$ 21,730.24
General Fund CD	\$ 267,267.14
Fire Fund Account	\$ 400,146.13
ARPA Funds	\$ 598,429.72

Beiler made a motion that for 2022 the medical, liability insurance and lost time Workman's Insurance Plan is paid from the General Fund. Seconded by Stoltzfus. All voted in

favor.

Beiler made a motion to appoint Maher-Duessel (CPA firm) to perform the 2021 financial audit. Seconded by Stoltzfus. All voted in favor.

Beiler moved to authorize that the Lancaster County Tax Collection Bureau (LCTCB) collect the Earned Income Tax and Local Services Tax for 2022. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion to appoint Kirsten Peachey (Salisbury Township) as the primary member on the LCTCB Board and to work with Paradise and Leacock Township to find an alternate member. Seconded by Stoltzfus. All voted in favor.

Beiler moved that the real estate (property) tax millage rate for 2022 remain at zero. Seconded by Stoltzfus. All voted in favor.

Beiler moved that the Fulton Bank, Gap Branch, be used as a depository banking institution for the Township for 2022 and that PLGIT and Bank of Bird-in-Hand be used for all other accounts and investments. Seconded by Stoltzfus. All voted in favor.

Beiler moved that the Treasurer bond and the bond for the Township Manager for 2022 be paid from the General Fund and the amount of the bond recommended to the Auditors be \$2,000,000 for each. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion that the monthly meetings be held on the 1st Tuesdays of each month at 7:00 AM and 3rd Tuesdays of each month at 7:00 PM with work sessions occurring, as needed, on the 1st Tuesdays of each month at 7:30 AM and the 3rd Tuesdays of each month at 2:30 PM at the Township Building. Seconded by Stoltzfus. All voted in favor.

Beiler moved to appoint Josele Cleary of Morgan, Hallgren, Crosswell & Kane as Solicitor for 2022 and retain any other legal council on an as needed basis. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion that the Sanitation Officer for 2022 be Gwen Beideman of Willow Run Consulting and the alternate be Len Spencer. Seconded by Stoltzfus. All voted in favor.

Beiler moved that RAV Associates be retained as Township Engineer with the option left open to receive bids from other engineering firms for specific projects. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion to appoint, for 2022, Code Administrators as a third-party to do building code administration/inspections, Code Enforcement Officer and the Building Code Official. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion to appoint Kirsten Peachey as Township Manager and Township Secretary for 2022 and to authorize the manager or any of the Supervisors to sign all O&M agreements and any other documents related to Stormwater Management, Subdivision/Land Development. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion that the Public Works Director for 2022 be Alex Balla. Seconded by Stoltzfus. All voted in favor.

Beiler moved to appoint Damian Clawser as Zoning Officer for 2022 and Kara Wanner as the Assistant Zoning Officer. Seconded by Stoltzfus. All voted in favor.

Beiler moved to appoint Gordon Hoover to be the voting delegate at the annual convention of the Association of Township Supervisors (PSATS). Seconded by Stoltzfus. All voted in favor.

Beiler made a motion to reappoint Peter Horvath to serve a 3-year term on the Zoning Hearing Board and John Wanner as the alternate member for 2022 and reappoint Cliff Blank and Merle Ressler to the Planning Commission for a 4-year term. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion that board members shall continue the policy of attending 70% of the board meetings, except for sickness, to be considered for reappointment. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion to appoint John Oberholser for a 1-year term to position of Vacancy Board Chairman. Seconded by Stoltzfus. All voted in favor.

Beiler made a motion to pay dues to PSATS and LCATS for 2022. Seconded by Stoltzfus. All voted in favor.

A request was received to reduce the amount of financial security being held for the Craig Smucker SWM Plan- 416 Sollenberger Road (SWM210068) and a request to waive the requirement to submit an as-built plan. After review, Hoover made a motion to conditionally approve the waiver request and to authorize release of \$3,527.50, leaving a remaining balance of \$4,827.00, as per the Township Engineer's recommendations. Seconded by Beiler. All voted in favor.

The property along Route 41, just south of the Turkey Hill property, is in the process of land development and stormwater plan processing. Only a small portion of the property is within Salisbury Township, of which part of that area will contain some of the stormwater facilities. A SWM O&M agreement has been prepared by the Township Solicitor for the property owner and both townships to sign. After review, Stoltzfus made a motion to sign the agreement. Seconded by Beiler. All voted in favor.

The Board continued discussions about the possibility of extending the public sewer line along Lincoln Highway on the south side of the highway between Umbletown Road and Old Highway. No motions were made.

The next work session will be held (if needed) January 18, 2022 at 2:30 PM and the next meeting will be January 18, 2022 at 7:00 PM.

Hoover made a motion to adjourn at 8:40 AM. Seconded by Stoltzfus. All voted in favor.

Respectfully Submitted,

Kirsten J. Peachey
Secretary- Salisbury Township