

SALISBURY TOWNSHIP SUPERVISORS' MEETING MINUTES
JANUARY 4, 2021- 7:00 PM
SALISBURY TOWNSHIP MUNICIPAL BUILDING
REORGANIZATION MEETING

The meeting was called to order by 2021 Chairman Gordon Hoover. Present was Dean Stoltzfus, Gordon Hoover and Lester Houck.

Also in attendance was Kirsten Peachey, Manager.

Items covered in this meeting: Reorganization; Improvement Guarantee Reduction/Release for Weis Drive-Thru (SWM200095); Conditional Use Application for PL Weaver Authorize to STPC and Advertisement (12-20-01-CU); Sewage Planning Waiver and Capacity Reservation (MRT201201); 377 Old Mill Drive Property (Gideon & Mary Ann Yoder); Approve Purchase of Boom Mower; Dangerous Intersection Signage at Cains Road/Route 340; Fire Company Banquet; Sadsbury Sewer Authority; New Account at Bank of Bird-in-Hand; Employee- Rehire.

Hoover opened the floor for nominations for the office of Chairman of the Board of Supervisors. Houck nominated Hoover. Seconded by Stoltzfus. Stoltzfus moved the nominations be closed and the Secretary cast a unanimous ballot. Seconded by Houck. All voted in favor.

Houck nominated Stoltzfus for the office of Vice-Chairman. Seconded by Hoover. All voted in favor. Houck moved the nominations be closed and the Secretary cast a unanimous ballot. Seconded by Stoltzfus. All voted in favor.

Stoltzfus nominated Lester Houck to the office of Treasurer. Seconded by Houck. Stoltzfus moved the nominations be closed and the Secretary cast a unanimous ballot. Seconded by Houck. All voted in favor.

Chairman Hoover opened the meeting for public comment. There was no one from the public in attendance.

The Secretary-Treasurer report and minutes were previously distributed. The starting balances for the year 2020 are as follows:

01 General Account	\$1,722,678.10
08 Sewer Account	\$ 499,621.52
35 State Account	\$ 1,119.96
Park & Rec Account	\$ 21,721.23
General Fund CD	\$ 266,237.25
Fire Fund Account	\$ 200,051.30

Houck made a motion to approve the Secretary-Treasurer Report. Seconded by Stoltzfus. All voted in favor.

Stoltzfus made a motion to reappoint Supervisor Houck as Treasurer of the Township as a full time employee with compensation to be set by the Elected Auditors. Seconded by Hoover. All voted in favor.

Houck made a motion that for 2021 the medical, liability insurance and lost time Workman's Insurance Plan is paid from the General Fund. Seconded by Stoltzfus. All voted in favor.

Houck moved to authorize that the Lancaster County Tax Collection Bureau (LCTCB) collect the Earned Income Tax and Local Services Tax for 2021. Seconded by Stoltzfus. All voted in favor.

Houck made a motion to appoint Dennis Groff (Paradise Twp.) as the primary member on the LCTCB Board and Kirsten Peachey (Salisbury Twp.) as the alternate member.

Houck moved that the property tax millage rate for 2021 remain at zero. Seconded by Stoltzfus. All voted in favor.

Houck moved that the Fulton Bank, Gap Branch, be used as a depository banking institution for the Township for 2021 and that PLIGIT Investment Plan be used for distribution account and investment, and any other institutions that may be chosen for investments. Seconded by Stoltzfus. All voted in favor.

Houck moved that the Treasurer Bond for 2021 be paid from the General Fund and the amount of the bond recommended to the Auditors be \$1,500,000. Seconded by Stoltzfus. All voted in favor.

Houck made a motion that the monthly meetings be held on the 1st and 3rd Tuesdays at 7:00 PM with work sessions at 2:30 PM on Tuesdays at the Township Building.

Houck moved to appoint Josele Cleary of Morgan, Hallgren, Crosswell & Kane as Solicitor for 2021 and retain any other legal council on an as needed basis. Seconded by Stoltzfus. All voted in favor.

Houck made a motion that the Sanitation Officer for 2021 be Gwen Beideman of Willow Run Consulting and the alternate be Len Spencer. Seconded by Stoltzfus. All voted in favor.

Houck moved that RAV Associates be retained as Township Engineer on a call by call basis with the option left open to receive bids from other engineering firms. Seconded by Stoltzfus. All voted in favor.

Houck made a motion to appoint, for 2021, Code Administrators as a third-party to do building code administration, Code Enforcement Officer and as the Building Code Official. Seconded by Stoltzfus. All voted in favor.

Houck made a motion to appoint Kirsten Peachey as Township Manager and Township Secretary for 2021 and to authorize the manager or any of the Supervisors to sign all O&M agreements and any other documents related to Stormwater Management and Escrow. Seconded by Stoltzfus. All voted in favor.

Houck made a motion that the Public Works Director for 2021 shall be Alex Balla. Seconded by Stoltzfus. All voted in favor.

Houck moved to appoint Damian Clawser as Zoning Officer for 2021 and Kara Wanner as the Assistant Zoning Officer. Seconded by Stoltzfus. All voted in favor.

Stoltzfus moved that Lester Houck be the voting delegate at the annual convention of the Association of Township Supervisors. Seconded by Houck. All voted in favor.

Houck made a motion to reappoint Larry Martin to serve a 3-year term on the Zoning Hearing Board and Dennis Eby as the alternate member for 2021 and reappoint Matt Wanner and Larry Gouge to the Planning Commission for a 4-year term. Seconded by Stoltzfus. All voted in favor.

Houck 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.

Houck 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.

Houck made a motion to pay dues to PSATS and LCATS for 2021. Seconded by Stoltzfus. All voted in favor.

An Improvement Guarantee Reduction request was received for the SWM Plan for the Weis Drive-Thru (SWM200095). After review, Stoltzfus made a motion to release \$25,955.00, leaving a remaining balance of \$6,033.00, as recommended by the Township Engineer. Seconded by Houck. All voted in favor.

A conditional use application was received from JP Real Estate Group for Lot 6C and 6D of Houston Run, which combined would total 10-acres which would be used for housing a milk hauling company (ag. support business). Since the property is over 2-acres, a conditional use hearing is required. After review, Stoltzfus made a motion to set the meeting date for February 16, 2021, authorize the Solicitor to prepare and advertise for the hearing as necessary and to authorize forwarding the application to the Salisbury Township Planning Commission. Seconded by Houck. All voted in favor.

A sewage capacity reservation and sewage planning waiver was submitted for the Martin Drive Subdivision (MRT201201), which is to subdivide a 6.456-acre along the south side of Martin Drive, west of Newport Road (proposed Lot 1A1 and Lot1A2), which would create a new 3.456-acre lot. One additional EDU is being requested and since no immediate development is being proposed on the one lot, a capacity reservation agreement is recommended. After review, Stoltzfus made a motion to reserve 1 EDU of capacity within the Gap WWTP, authorize submission of the Sewage Planning Waiver to PADEP and to accept the sewage capacity reservation agreement as prepared by the Township Solicitor. Seconded by Houck. All voted in favor.

The Zoning Officer received a phone call from the property owner at 377 Old Mill Road (Gideon F. & Mary Ann Yoder) about addresses for the property (1.05-acre lot). The owner stated that there were 2 addresses for the property since a unit was added for his parents back in 2001. Building permits on file did not indicate an additional unit was being added nor was sewage addressed at the time, but the master address book shows 2 addresses, the assessment office records indicate 2-dwellings and the building plans appear to show an additional unit being added. The Zoning Officer wanted clarification from the Board as to whether this property should be considered to have 2 dwelling units and if yes, if anything should be addressed as far as the sewage (on-site). After review of the history and documents,

Hoover made a motion to consider this property as 2 dwelling units and that no further testing or information is needed for the on-site septic since no permits or building expansion are being requested at this time. Seconded by Stoltzfus. All voted in favor.

Houck provided information to purchase a 2021 John Deere Tractor with a Tiger Boom Mower in the amount of \$149,583.01. After review, Stoltzfus made a motion to proceed with the purchase. Seconded by Houck. All voted in favor.

The Township Manager had contacted the Township Solicitor about signage at the intersection of Cains Road/Churchtown Road/Route 340. Route 340 is a State-owned road. There is currently a sign that says "Dangerous Intersection". The Township Solicitor stated that the Township should limit signs to what is allowed by PennDOT. The current sign is not approved by PennDOT. After review, Hoover made a motion to have the "Dangerous Intersection" sign removed, which are posted at Cains Road/Route 340 and Churchtown Road/Route 340. Seconded by Stoltzfus. All voted in favor.

The White Horse Fire Company invited the Board of Supervisors, PW Director and Township Manager to their annual banquet to be held on January 15th. After discussion, Houck made a motion that the Township should not attend the meeting because of the current COVID restrictions and due to the risk of spreading it to the Township Staff and Road Crew, who are essential workers needed for snow removal. Seconded by Hoover. All voted in favor.

Houck and Peachey informed the Board about some rumors that were circulating about the Sadsbury Sewer Authority selling out to a private company, which could have potential negative effects to Salisbury Township as the township is in a current contract to treat a specified amount of sewage from Sadsbury Township. After discussion, Hoover made a motion to authorize Houck and Peachey to meet with the Sadsbury Township Sewer Authority to find out more information. Seconded by Stoltzfus. All voted in favor.

The Township Manager informed the Board that the Certificate of Deposit was expiring at Bank of Bird-in-Hand (BIH) and that the money was transferred into a "Sweep" account, which allows Bank of BIH to sweep the money to other FDIC insured institutions and that the current rate of return was .70%, which is better than most options at this point. The money is completely liquid and can be removed at any time with no penalty. Hoover made a motion to authorize this transaction. Seconded by Houck. All voted in favor.

The Township Manager informed the Board that a road crew employee, who previously had given his 2- weeks notice and left on December 28th wanted to return to employment with the Township. The employee currently did not have a CDL license. After review, Hoover made a motion to authorize the employee to be re-hired but only upon obtaining a CDL license. Seconded by Houck. All voted in favor.

The next meeting will be held January 19, 2020 at 7:00 PM.

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

Respectfully Submitted,

Kirsten J. Peachey

Secretary
Salisbury Township