

**EAST MANCHESTER TOWNSHIP
BOARD OF SUPERVISORS
Reorganization Meeting**

Present: Chairman Steven H. Gross, Jr., Vice-Chairman David L. Naylor, Supervisor Barry E. Rudisill, Dave Gentzler, Manager/Secretary/Treasurer, Engineer Byron Trout, Zoning Officer Jon Beck, and four citizens

The Reorganization meeting was held at the township building; Steven H. Gross, Jr. opened the meeting at 7:00pm.

The Pledge of Allegiance was given to the Flag of the United States of America.

Public comments – resident Joel Klinedinst stated that the new guide rail at Saginaw Park was effective; no one drove onto the field during the last snow events. Chairman Gross agreed, that's good, and noted a spot on Gravel Hill Rd that could use guide rail

Steven H. Gross, Jr. turned the meeting over to Dave Gentzler for the election of Chair and Vice-chair.

A motion by Supervisor Naylor; Steven H. Gross, Jr. as Chairman was seconded by Supervisor Rudisill. The motion carried.

The meeting was returned to Chairman Steven H. Gross, Jr.

Chairman Gross thanked the Board and opened the floor for a motion for Vice-Chairman. Supervisor Rudisill moved to appoint Supervisor Naylor Vice-Chairman. Chairman Gross second. The motion carried.

The floor was opened for nominations Chairman Gross moved that the following official appointments be made:

- Township Manager/Secretary/Treasurer – Dave Gentzler.
- Chief Administrative Officer for Pension Plan - Barry E. Rudisill
- Township Solicitor – Andrew J. Miller / MPL Law Firm
- Township Engineer - Byron Trout, P. E. / Gordon L. Brown & Associates Inc.
- Township Fire Chief – Joe Stevens
- Township Auditor (vacancy) – Walter Rohrbaugh
- Emergency Management Coordinator – Harry (Bud) Staub
- Sewage Enforcement Officer – David Brown, SEO
- Alternate Sewage Enforcement Officer – Robert Whitmore, SEO
- Animal Control Officer – Mike Ellis, Ellis Wildlife Control
- Well Inspection Agency – Gordon Brown and Associates, Inc.
- Janitor – First Capitol Cleaning

Chairman Gross noted that there are two positions open on the recreation Committee, there were no nominations.

The following positions were appointed per motion from Chairman Gross, seconded by Barry E. Rudisill and carried unanimously:

- Vacancy Board Chair – Troy Rentzel for a 1-year term
- Zoning Hearing Board – 5 year term expires December 31, 2017 – Alex Snyder
- Planning Commission – 4 year term expires December 31, 2016 – Blaine Rentzel
- Planning Commission – 4 year term expires December 31, 2016 – Mike Scarborough

Ag Security Committee – Vacancy - Chairman Gross moved to appoint himself, Supervisor Naylor seconded, voted unanimous, motion carried.

Northeastern York County Sewer Authority –

Four year term, expires December 31, 2017 -

Supervisor Rudisill moved to appoint Joel Klinedinst. Chairman Gross second – Discussion: Supervisor Naylor, how will Mr. Coble know that he is not re-appointed. Chairman Gross- send a letter tomorrow morning, thanking him for many years of service. No further discussion, the vote was unanimous, the motion carried.

York/Adams County Earned Income Tax Bureau – Chairman Gross moved to appoint Tax Collector Kathy Emswiler as representative and Jennifer Cox alternate. Supervisor Rudisill second. Unanimous vote. Motion carried.

Northeastern Police Advisory Board – Motion by Chairman Gross to appoint the three Supervisors to the Northeastern Police Advisory Board. Supervisor Rudisill second. Unanimous vote. Motion carried.

Citizen at Large – Northeastern Police Advisory Board – Chairman Gross moved to appoint Bob Nace. Vice-Chairman Naylor second. Unanimous vote. Motion carried.

Representative to the York County Local Government Advisory Committee – Chairman Gross moved to appoint the three supervisors. Supervisor Rudisill second. Unanimous vote. Motion carried.

Representative to Emergency Service – Chairman Gross moved to appoint Vice-Chairman Naylor, Supervisor Rudisill second. Unanimous vote. Motion carried.

Inspection Agencies for UCC Building Codes Enforcement – Chairman Gross moved to appoint Commonwealth Code Inspection Service, and Middle Department Inspection Agency. Supervisor Rudisill second. Unanimous vote. Motion carried.

Meeting Dates for 2013 were set as follows with the time of 7:00pm per motion by Chairman Gross, seconded by Vice-Chairman Naylor and carried unanimously:

- Board of Supervisors - Second Tuesday (regularly set) and Fourth Wednesday (as needed)
- Planning Commission - Fourth Tuesday
- Zoning Hearing Board - Fourth Thursday
- Recreation Board - First Wednesday

Vehicle Use Reimbursement - Vice-Chairman Naylor motioned to set the rate to be concurrent with the current IRS rate in effect at time of travel. The current rate is 56.5 cents per mile. Barry E. Rudisill seconded motion, which carried unanimously. Chairman Gross, there isn't much reimbursement; Mr. Gentzler, not much, usually a few meetings and conventions.

Resolution 2013-1 naming Depositories for Township funds –

The resolution was adopted per motion by Vice-Chairman Naylor, appointing Susquehanna, Pligit, and M&T Bank, seconded by Supervisor Rudisill, and carried unanimously.

Resolution 2013-2 setting fees – Discussion: Mr. Gentzler requested that street sign installation added and set at \$300. Resident Joel Klinedinst questioned if \$300 is enough? Mr. Gentzler noted that it is enough to cover all signs. Supervisor Rudisill proposed the fee for a Zoning Hearing be raised to \$750, the Township is losing money at \$600. Vice-Chairman Naylor questioned if the fees could be amended sometime later during the year and changing fire inspections to square footage, the larger the building the more to review. Jon Beck added that the inspection companies charge a flat rate per inspection. Mr. Gentzler, we could amend it later, or come up with a square foot number now. Supervisor Naylor, we should speak with Chief Stevens. A motion by Chairman Gross to adopt the fee schedule, with the following amendments: Fire and safety inspection \$60, Fire and Safety Plan Review \$100, Street sign installation \$300, Zoning Hearing Request \$750. Second by Supervisor Rudisill and carried unanimously.

: **Resolution 2013-3** naming Fink & Company, P.C. to complete the audit of funds with an amount not to exceed \$5,900.00. Approved per motion by Vice-Chairman Naylor, second by Supervisor Rudisill and carried unanimously.

Resolution 2013-4 - setting certain tax-related fees and tax collectors compensation was adopted per motion by Chairman Gross, second by Vice-Chairman Naylor and carried unanimously.

State Convention Delegates and Voting Delegate – Chairman Gross moved to certify Dave Gentzler as voting delegate, Supervisor Rudisill second, unanimous vote, motion carried.

York County Convention delegates - - motion by Chairman Gross to certify all 3 Supervisors, all Auditors, Tax Collector, and Zoning Officer seconded David L. Naylor – vote- unanimous, motion carried

Tax Collector's Convention – authorize Kathy Emswiler to attend motion by Chairman Gross, Vice Chairman Naylor second – vote was unanimous

Township News subscriptions – authorize copies for Supervisors, Chairpersons of each Board, Township Secretary/Treasurer, and the Township office - motion by Chairman Gross, Vice Chairman Naylor second, vote was unanimous

Treasurer's Bond – Chairman Gross moved to set the Treasurer's Bond at \$2,000,000 for 2013. Supervisor Rudisill second, vote was unanimous.

Holidays and office closings – Motion by Supervisor Rudisill to approve the following holidays and office closings: *New Years Day – Tuesday, January 1st*

Good Friday - Friday, March 22nd
Memorial Day - Monday, May 27th
Independence Day – Thursday, July 4th
Labor Day - Monday, September 2nd
Thanksgiving - November 28th & 29th
Christmas – December 24th & 25th
New Years Day - January 1st, 2014

Chairman Gross second, unanimous vote, motion carried.

Chairman Gross moved to open regular Township meeting.
(Please refer to Minutes for January 7th for further business.)

Respectfully submitted,

Dave Gentzler
Township Secretary/Treasurer