

**EAST MANCHESTER TOWNSHIP  
BOARD OF SUPERVISORS  
Reorganization Meeting  
JANUARY 4, 2010**

Present: Supervisors Steven H. Gross, Jr., David L. Naylor, and Barry E. Rudisill, Township Manager Terry R. Gingerich, and Zoning & Codes Enforcement Officer Katrina Rife

At the Reorganization meeting held at the township building, Steven H. Gross, Jr. opened the meeting at 7:01pm.

There were no public comments.

Steven H. Gross, Jr. turned the meeting over to Terry R. Gingerich for the election of Chair and Vice-chair.

A motion by David L. Naylor to appoint Steven H. Gross, Jr. to Chair was seconded by Barry E. Rudisill and carried unanimously:

A motion by Barry E. Rudisill to appoint David L. Naylor to Vice-chair was seconded by Steven H. Gross, Jr. and carried unanimously.

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

**APPOINTMENTS**

The floor was opened for nominations and the following appointments were made:

- Township Secretary/Treasurer/Manager – Terry R. Gingerich per motion by Barry E. Rudisill, seconded by David L. Naylor and carried unanimously.
- Chief Administrative Officer for Pension Plan – Terry R. Gingerich per motion by David L. Naylor, seconded by Barry E. Rudisill and carried unanimously.

The following positions were appointed per motion from Steven H. Gross, Jr., seconded by David L. Naylor and carried unanimously:

- Solicitor for Board of Supervisors – firm of Miller, Poole & Lord primary representative, Andrew Miller
- Engineer for Board of Supervisors – Gordon L. Brown & Associates, Inc.
- Sewage Enforcement Officer – David Brown
- Alternate Sewage Enforcement Officer – Robert Whitmore
- Well Inspection Agency – Gordon L. Brown & Associates, Inc.

After discussion on service and per Terry R. Gingerich's comment that he has not had any complaints, the position of Animal Control Officer was filled by nominee Chris Miller per motion by David L. Naylor, seconded by Barry E. Rudisill and carried unanimously.

After discussion on service and Terry R. Gingerich's recommendation, the position of Janitorial was filled by nominee First Capital Cleaning per motion from Steven H. Gross, Jr., seconded by Barry E. Rudisill and carried unanimously.

The following Board appointments were made as presented per motion from Steven H. Gross, Jr., seconded by Barry E. Rudisill and carried unanimously:

- Recreation Commission – Sherry Dunbar to a 5-year term
- Vacancy Board Chair – Troy Rentzel for a 1-year term
- Zoning Hearing Board – Bradley Rentzel to a 5-year term
- Zoning Hearing Board Alternate – Tom Bortz for a 3-year term
- Planning Commission – no term expiration
- Ag Security – Terry R. Gingerich for a 5-year term
- Northeastern York County Sewer Authority – no term expiration

**MEETING DATES** for 2010 were set as follows with the time of 7:00pm per motion by Steven H. Gross, Jr., seconded by Barry E. Rudisill 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

#### **ADDITIONAL APPOINTMENTS AND AUTHORIZATIONS**

The following representatives were appointed per motion by David L. Naylor, seconded by Barry E. Rudisill and carried unanimously:

- York County Earned Income Tax Bureau – Kathy Emswiler
- York County Earned Income Tax Bureau Alternate – Terry R. Gingerich
- Northeastern Police Advisory Board – all 3 Supervisors
- Northeastern Police Advisory Board citizen at large – Robert Nace
- York County Local Government Advisory Committee – Terry R. Gingerich

Per motion from David L. Naylor, seconded by Barry E. Rudisill, the mileage rate for personal vehicle use for township business is set at IRS rate in effect at time of travel. (currently 50 cents per mile).

Resolution 2010-1 naming Depositories for Township funds – Susquehanna Banks, PLGIT, and Fulton Bank. Discussion was held on service of Susquehanna Bank. It was agreed to remain with Susquehanna Bank and PLGIT, but keeping Fulton named. Any change to Fulton will require Board of Supervisors authorization. Resolution adopted per motion by Steven H. Gross, Jr. seconded by David L. Naylor and carried unanimously.

Fees – discussion on adding a fee for Fire & Safety review was held. A fee in the amount of \$25.00 per review or inspection is set per motion by David L. Naylor seconded by Barry E. Rudisill and carried unanimously.

Resolution 2010-2 setting fees including the new Fire & Safety review fee was adopted per motion from David L. Naylor, seconded by Steven H. Gross, Jr. and carried unanimously.

State Convention and voting delegate – discussion on attendance was held. Fees for the 3-day convention were considered high. Supervisors do not plan to attend unless subject matter is pertinent, which will be determined near that time. Voting delegate - Terry R. Gingerich and Dave Gentzler as attendee per motion from Barry E. Rudisill, seconded by David L. Naylor and carried unanimously.

A motion by Steven H. Gross, Jr., seconded by Barry E. Rudisill to have the following remain from 2009 was carried unanimously:

- York County Convention delegates - all 3 Supervisors, all Auditors, Manager, Tax Collector, and Zoning Officer
- Tax Collector's Convention – authorize Kathy Emswiler to attend
- Township News subscriptions - copies for Supervisors, Chairpersons of each Board, Township Manager, and office

The following dates for recognition of 2010 holiday's falling on a weekend were approved per motion by Steven H. Gross, Jr., seconded by Barry E. Rudisill and carried unanimously;

- July 4<sup>th</sup> – Monday, July 5<sup>th</sup>
- Christmas - Friday, December 24<sup>th</sup> and Monday, December 27<sup>th</sup>
- New Year's – Friday, December 31<sup>st</sup>

The following was approved per motion by Steven H. Gross, Jr., seconded by David L. Naylor and carried unanimously:

- Bonding for Treasurer - \$2,000,000.00
- East Manchester Township Emergency Services representative – David L. Naylor
- Resolution 2010-3 naming Fink & Company, P.C. to complete the audit of funds with an amount not to exceed \$5,300.00 (same rate as previous year)
- 3<sup>rd</sup> party UCC Inspection Agencies – Commonwealth Code Inspection Service, Middle Department Inspection Agency

Resolution 2010-4 setting the tax rates and certain tax-related fees was adopted per motion by David L. Naylor, seconded by Barry E. Rudisill and carried unanimously. Note: same rates.

Jim Coble gave a brief overview of the proposed rate structuring to accomplish rate equalization over the next 10 years. The Intermunicipal Agreement, Act 537 and Solicitor representation/conflict of interest were mentioned as items for additional discussion.

**PUBLIC COMMENT** - none

**SUPERVISOR'S COMMENTS** - none

Recessed at 8:05pm to Executive session for employee matters.

East Manchester Township  
Board of Supervisors  
January 4, 2010

Reconvene at 9:23pm. Steven H. Gross, Jr. disclosed that employee matters were discussed in Executive session.

Adjournment at 9:28pm per motion from David L. Naylor.

Respectfully submitted,

Terry R. Gingerich  
Township Secretary/Treasurer/Manager