

**EAST MANCHESTER TOWNSHIP  
BOARD OF SUPERVISORS  
Reorganization Meeting  
Monday, January 6<sup>th</sup> 2020**

Present: Supervisor Steven H. Gross, Jr., Supervisor David Naylor, Supervisor Barry E. Rudisill, Dave Gentzler, Manager/Secretary/Treasurer, and two citizens.

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

Public comments – there were no public comments.

Steven H. Gross, Jr. turned the meeting over to Dave Gentzler for the election of Chairman.

**A motion by Supervisor Rudisill nominating Steven H. Gross, Jr. as Chairman was seconded by Supervisor Naylor. 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 open for public comments, there were none.

**Chairman Gross moved that the following official appointments be made:**

- **Township Manager/Secretary/Treasurer with a \$2,000,000.00 bond requirement – Dave Gentzler**
- **Township Solicitor – Andrew J. Miller / MPL Law Firm**
- **Zoning and Codes Enforcement Officer – Kristie Masemer**
- **Township Engineer - Byron Trout, P. E. / Gordon L. Brown & Associates Inc**
- **Township Fire Chief – Joe Stevens**
- **Emergency Management Coordinator – Harry (Budd) Staub**
- **SEO – David Brown, Alternate Keith Hunnings**
- **Well Inspection Agency – Gordon Brown & Associates**
- **Animal Control Officer – Michelle Klugh – Klugh Animal Control Services**

**Vice Chairman Naylor second. Vote was unanimous. Motion carried.**

**Chairman Gross moved that the following appointments be made:**

- **Auditor (vacancy) – Corey Hoff**
- **Representative to East Manchester Township Emergency Services – David Naylor**
- **Representative and alternate to the York/Adams County Earned Income Tax Bureau – Kathy Emswiler – Alternate, Jennifer Cox**

Supervisor Rudisill second; Vice-Chairman Naylor stated that he will not meet with Eagle Fire Company; all members voted aye; motion carried.

There was no motion for Recreation Board.

Chairman Gross moved that the following appointment be made:

- Ed Hewitt to the Planning Commission for a 4 year term expires 2023.
- Steven H. Gross Jr., Barry Rudisill and David Naylor Representatives to the Northeastern Police Advisory Board
- Deborah Popp Deputy Tax Collector
- Citizen at Large to the Northeastern Police Advisory Board – Robert Nace, Bill Carpenter, Dave Gentzler
- Inspection Agency for Building Codes - Commonwealth Code Inspection Service
- Representatives to the York County Local Government Advisory Board - Steven H. Gross Jr., Barry Rudisill and David Naylor
- Chief Administrative Officer for Pension Plan - Barry E. Rudisill
- Enumerator – Kathy Emswiler
- Vacancy Board – Troy Rentzel
- Zoning Hearing Board – 5 year term expires 2024 – Duane Moyer

Vice Chairman Naylor second. No discussion. The vote was unanimous.

Chairman Gross moved to adopt the following resolutions:

Resolution 2020-1 - Depositories for Township Funds

Resolution 2020-2 - Setting Fees for 2020

Resolution 2020-3 - Appoint a Certified Public Accounting Firm as Auditors

Resolution 2020-4 - Setting Tax Collection Fees and Compensation for 2020

Supervisor Rudisill second, motion carried

Chairman Gross moved to confirm, certify, or authorize the following:

- Janitorial Service – *Three-Fold Janitorial*
- Computer Technician/Information Technology – *The Refill Station/Jason Zeidman*
- Turf Management for Township Parks – *Trugreen*
- Certify Supervisors, Auditors, and Tax Collector as Delegates to the York County Convention.
- Certify Delegates and Voting Delegate to the State Convention - *Voting Delegate - Dave Gentzler*
- Authorize Tax Collector to attend the Tax Collector's Convention.
- Authorize PSATS membership and subscriptions of the Township News
- Confirm mileage rate for use of personal vehicles for Township business  
Current IRS rate 57.5 Cents

Supervisor Rudisill second. The vote was unanimous. The motion carried.

**Chairman Gross moved to set the following meeting dates and times:**

**A. Board of Supervisors--Second Tuesday and Fourth Wednesday—7 PM**

**B. Planning Commission--Fourth Tuesday—7 PM**

**C. Zoning Hearing Board--Fourth Thursday—7 PM**

**D. Recreation Board--First Wednesday—7 PM**

**Supervisor Rudisill second. No discussion. Unanimous vote.**

**Chairman Gross moved to approve the following 2020 Holidays:**

***Good Friday - Friday, April 10th***

***Memorial Day - Monday, May 25th***

***Independence Day - Friday, July 3rd***

***Labor Day - Monday, September 7th***

***Thanksgiving – Thursday, November 26th and Friday, November 27th***

***Christmas – Thursday, December 24th and Friday, December 25th***

***New Years Day - Friday, January 1st, 2021***

**Supervisor Rudisill second, motion carried.**

**Motion by Vice Chairman Naylor to advertise for bids for salt building construction, building paving/excavating and a new diesel/gas tank; Supervisor Rudisill second; all voted aye; motion carried**

**Supervisor Rudisill is concerned about the condition of Plaza Dr, the driveway into the shopping center at Manchester. It was agreed that a letter would be sent to the owner to repair the entrance.**

**Chairman Gross recessed the Board to Executive Session at 7:45pm to discuss employee matters.**

**The meeting was called to order at 8:10pm.**

**Chairman Gross announced that employee wages were set for 2020.**

**Motion by Chairman Gross, second by Supervisor Rudisill, to adjourn. All members voted aye; motion carried. The meeting adjourned at 8:35p.m.**

**Respectfully submitted,**

**Dave Gentzler, Township Manager/Secretary**