

Board of Supervisors Meeting
December 9, 2019

Opening: Chairman Elston opened the regular scheduled meeting on Monday, December 9, 2019 at 7:00 P.M.

Roll call was taken and present were supervisors Gary C. Elston, Nelson R. Beam, and Frank V. Daniel, Jr. Others present were Kristin Camp, Solicitor, and Richard King, Maintenance.

Public Comment: Chairman Elston called for public comment on tonight's agenda; No public comment was received.

Minutes:

Motion: Mr. Beam made the motion to approve the November 11, 2019 meeting minutes and Mr. Daniel made the second. Motion carried 3-0.

Treasurer's Report: The Treasurer's Report stands approved until further audit. Balances were as follows:

• <u>Operating Accounts:</u>	
General Fund- Victory Bank Money Market @ 1.80%	681,844.97
General Fund-Victory Bank Checking @ 1.39%	<u>2,865.87</u>
Total Operating Funds:	\$ 684,710.84
• <u>Designated Accounts:</u>	
FIRE/EMS - PLGIT Prime MM @ 1.85%	16,898.99
State Fund – Victory Bank @ 1.80%	59,243.00
Act 209 - PLGIT Prime MM @ 1.85%	1,982.26
Glenmoore Fire Co – Trumark CD - matures 12/1/19 @ 2.37%	41,726.85
Elverson-Honey Brook EMS – Trumark CD - matures 12/1/19 @ 2.37%	32,518.42
Twin Valley FD – Trumark CD - matures 12/1/19 @ 2.37%	32,518.42
PLGIT-New Truck @ 2.09%	51,037.09
WNT Emergency Fund - PLGIT CD- matures 9/29/20 @ 2.05%	134,500.00
Savings -Trumark @ .20%	5.00
Regular - PLGIT MM@ 1.85%	261,079.25
Recreation - PLGIT MM @ 1.85%	<u>300.16</u>
Total Designated Funds:	\$ 631,809.44
• <u>Investment Accounts:</u>	
CD - PLGIT CD 1 - matures 4/8/20 @ 2.65%	243,000.00
MM -PLGIT Prime @ 1.85%	13,927.10
CD - PLGIT CD 2 - matures 4/29/20 @ 2.61%	243,000.00
MM - PLGIT Prime MM @ 1.85%	13,953.63
CD - PLGIT CD 3- matures 10/16/20 @ 1.92%	490,000.00
MM - PLGIT Prime MM @ 1.85%	30,641.68
CD - PLGIT CD 4 & 5 - matures 4/2/20 @ 2.75%	<u>314,169.61</u>
Total Investment Funds:	\$1,348,692.02

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- **Escrow Accounts:** \$ 8,585.62
- **Total Funds under management:** \$ 2,673,797.92

AUDIENCE:

- **Robert Stoke** – Inquired about future employment with the township.
- **Abner Glick** – Presented additional information on locating an Amish school in the township and potential sites. Ms. Camp referred to requirements from other municipalities and suggested further research through Chester County Land Preservation.

REPORTS:

Engineering: The monthly report will be on file in the township office.

- Garage addition is completed and final payment has been approved.
- Yoder Road culvert replacement costs will be discussed in January with completion expected in the summer of 2020.

Zoning Report: The monthly report will be on file in the township office.

- 140 Barneston Road – violation letter will be issued for horses on an inadequate parcel.
- 1032 N. Manor Road - violation letter will be issued since the property has not been improved.

Solicitor’s Report:

- Ms. Camp will draft an ordinance regarding Amish schools for the January meeting.

Planning Commission: No meeting in November. December meeting will be held December 16.

Roads:

- Bollinger Road bridge – reflective markers have been installed.
- Road markers–Mr. King installed road snow markers on township roads.
Motion: Mr. Daniel made the motion to purchase additional road snow markers and was seconded by Mr. Beam. Motion carried 3-0.
- Standard Operating Procedures/Guides–Mr. King will write these for the use of all township equipment.

Parks and Recreation:

- Park signs –Updated park signs were installed and the installation of roofing shingles has begun on the wooden sign by the tennis courts.
- Park Trees - Mr. Daniel provided information on grants for additional trees for the park.

Historic: No report

EMS: No report

Meeting adjourned at 8:25 PM and resumed at 8:35 PM.

NEW BUSINESS:

- Michael Kerr/DigEntGrp. – Mr. Kerr requested a 90 day extension for sub-division plans December 9, 2019

Motion: Mr. Beam made the motion to grant a 90 extension to March 9, 2020 to Mr. Kerr for his sub-division plans and was seconded by Mr. Daniel. Motion carried 2-0.

- 2020 Budget- Additional adjustment were made to the budget and it will be adopted at the December 30 meeting.
- Permit Fee Schedule– Mr. Daniel presented an updated version, which included fees for solar installations, for review. The schedule will be adopted at the January meeting.
- Auditor – Traci Wheatley has submitted her resignation as township auditor effective December 31, 2019.
- Office computer – Ms. Kolpak presented information on replacing the computer to accommodate the Windows 10 operating system.
- Cell phones – Upgrades are available for township phones. Discussed reimbursement for Mr. Daniel for phone usage for township business.
- December 30 – The last meeting of 2019 will be held on December 30, 2019 at 3:30 PM.
- Correspondence: None

OTHER BUSINESS: None

BILLS: The bills to be paid this evening were reviewed.

Motion: Mr. Beam made the motion to pay the bills and was seconded by Mr. Daniel. Motion carried 3-0.

General Fund	\$183,256.45
State Fund	\$58,000.00

ADJOURNMENT: With no further business to discuss, adjournment took place at 9:50 P.M. with Mr. Beam making the motion to adjourn and seconded by Mr. Daniel. Motion carried 3-0

Respectfully submitted,

Deborah M. Kolpak, Secretary

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