

Board of Supervisors Minutes – January 2, 2024

Annual Reorganization Meeting

Chairman Elston opened the Reorganization meeting at 7:00 P.M. on Monday, January 2, 2024.

Present were Gary C. Elston, Nelson Beam, Frank Daniel, Jr., and Kristin Camp, Solicitor.

Mr. Elston appointed Nelson Beam as temporary chairperson and Mr. Beam called for nominations for Chairman. Mr. Daniel nominated Mr. Elston as Chairman, which was seconded by Mr. Beam. The vote was carried unanimously, and Mr. Elston resumed his duties as chair.

Mr. Elston nominated Mr. Beam as vice chairperson, Mr. Daniel made the second. Vote carried unanimously.

The following nominations took place:

- Secretary/Treasurer..... Deborah M Kolpak (Beam/Daniel – Vote 3-0)
- Road Master..... Nelson R. Beam (Elston/Daniel – Vote 3-0)
- Solicitor..... Buckley, LLP (Beam/Daniel – Vote 3-0)
Kristin S. Camp
- Engineer..... Castle Valley Consulting (Beam/Daniel – Vote 3-0)
Gary Weaver
- Zoning Officer..... Craig Kologie
Castle Valley Consultants (Beam/Daniel– Vote 3-0)
- Vacancy Board..... David Kolpak (Beam/Daniel – Vote 3-0)
- EMC..... H. Barclay Hargreaves (Beam/Daniel – Vote 3-0)
- Bank..... Truist, PLGIT, Victory Bank, Trumark, 1st Resource
(Beam/Daniel – Vote 3-0)
- Planning Commission Sec’y. Lisa Gardner (Beam/Daniel – Vote 3-0)
- Right to Know Officer..... Deborah M. Kolpak (Beam/Daniel– Vote 3-0)
- Deputy Tax Collector..... Susan L. Ward (Beam/Daniel – Vote 3-0)

The business hours will be Monday, Tuesday, and Wednesday from 9:00 A.M. to 3:00 P.M.
(Beam/Daniel – Vote 3-0)

The Supervisor Meetings will remain the second Monday of each month at 7:00 P.M.
(Beam/Daniel) - Vote 3-0)

All previously adopted Ordinances and Resolutions are readopted for 2024.

Motion: Mr. Elston made the motion to adopt Resolution 2024-1 which establishes a schedule of fees that are assessed by the Township with an increase for the non-resident pavilion use fee to \$125.00 and seconded by Mr. Daniel. (Vote 3—0)

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Mr. Elston will head building maintenance, Mr. Daniel will head parks and recreation, and Mr. Beam will be the Roadmaster. (Beam/Daniel - Vote 3-0.)

The Treasurer's Bond will be \$2,000,000.00 for 2024. (Beam/Daniel - Vote 3-0)

Mr. Beam, Mr. Elston, Mr. Daniel, and Ms. Kolpak will attend the 2024 PSATS Convention in April.

Motion: Mr. Beam made the motion to pay all expenses outside of a public meeting and seconded by Mr. Daniel. (Vote 3-0)

Appointments:

- Planning Commission:
 Dane Moyer (12/31/25)
 Robert Baskin (12/31/25)
 Curtis Lammey (12/31/26)
 Daniel Collmann (12/31/26)
 Nelson Beam (12/31/26)
 James Coffman (4-year appointment-12/31/26) (Daniel/Beam – Vote 3-0)
 Daniel Dierksheide (12/31/26)
- Zoning Hearing Board:
 Shawn Blickley (12/31/24)
 Edward Ward (3-year appointment - 12/31/26) (Daniel/Beam – Vote 3-0)
 Evan Pellegrino (12/31/25)
- Historic Commission:
 Susan Ward (12/31/25)
 Kathleen Duncan (12/31/24)
 Caryl Ann Cooper (3-year appointment-12/31/26) (Beam/Daniel– Vote 3-0)
 Michele Algier (3-year appointment-12/31/26) (Beam/Daniel– Vote 3-0)
 Robert Farrell 12/31/24)
 Tom Curry (12/31/24)
 Barbara Yamarick (12/31/24)
 David Yamarick (12/31/24)
 Kevin McDermott (12/31/25)
 Henrik Burger (12/31/25)
 Jessica Burger (12/31/25)
 Rob Brown (12/31/25)
 Jeanne Marie Daily (3-year appointment-12/31/26) (Beam/Daniel– Vote 3-0)
- Park and Recreation Board:

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- Frank V. Daniel Jr – Reappoint as committee chair (Beam/Daniel– Vote 3-0)
- Michael Spirito (5-year appointment-12/31/28) (Beam/Daniel– Vote 3-0)
- Frank Lilley (5-year appointment-12/31/28) (Beam/Daniel– Vote 3-0)
- Kathleen O’Neill (5-year appointment-12/31/28) (Beam/Daniel– Vote 3-0)
- Marita Scheibe (12/31/27)
- Tabathe Wallace (5-year appointment-12/31/28) (Beam/Daniel– Vote 3-0)

Parks and Recreation

Rental fee for non-resident use of the pavilion will increase to \$125.00 for 2024.

Compensation for 2024:

- Secretary/Treasurer..... \$30.50 per hour/\$95 per meeting
Paid 2024 holidays will include: New Year’s Day, Memorial Day, 4th of July,
Labor Day, and Christmas
- Road Foreman..... \$26.50 per hour
- Equipment Operator..... \$27.00 per hour
- P.C. Secretary..... \$28.00 per hour with 2 hour minimum
- Building, Park & Road Maintenance..... \$19.50 – \$26.50 per hour
- Snow Removal..... \$32.50 per hour

Motion: Mr. Beam made the motion to approve the 2024 compensation and seconded by Mr. Elston. Vote carried 3-0.

Mileage was set at .67 as per the 2024 IRS rate per mile.

Reorganization was completed at 7:27 P.M.

Monthly Supervisor Meeting

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

Public Comment: Chairman Elston called for public comment on tonight’s agenda which was posted on the Township website and on the building door. No public comment was received.

Minutes:

Motion: Mr. Daniel made the motion to approve the December 27, 2023 minutes as written and Mr. Elston made the second. Motion carried 3-0.

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

- **Operating Accounts:**

Victory Bank General Fund- Money Market @ 5.36%	874,205.18
Victory Bank General Fund- Checking @ 4.89%	<u>21,582.46</u>
Total Operating Funds:	\$ 895,787.64

- **Designated Accounts:**

Victory Bank – ARP Funds @ 5.36%	160,295.28
Victory Bank - State Fund @ 5.36%	606.69
Victory Bank – Community Day @5.36%	2,353.83
Victory Bank – Community Day Donations @5.36%	3,757.71
Victory CD 2 – Truck Fund –matures 2/22/24 @ 5.0%	127,268.61
Trumark CD - Elverson-Honey Brook EMS –matures 1/7/24 @ 2.96%	34,561.18
Trumark CD - Twin Valley FD –matures 12/30/23 @ 2.96%	34,551.58
Trumark - Savings - @ .02%	6.21
PLGIT Term CD 5- WNT Emergency Fund –matures 7/17/24 @5.89%	144,970.31
PLGIT - FIRE/EMS - Prime MM @ 5.55%	2,008.88
PLGIT - Act 209- Prime MM @ 5.55%	2,142.44
PLGIT General Fund - MM @ 5.55%	860.48
PLGIT Recreation - MM @ 5.55%	<u>10,917.29</u>
Total Designated Funds:	\$ 524,300.49

- **Investment Accounts:**

Victory Bank – Investment MM @ 5.36%	272,718.85
PLGIT CD 1 Term @ 5.69% matures 8/16/24	211,461.95
PLGIT Term 2 @5.87% matures 6/20/24	129,783.25
PLGIT CD 3 Term @ 5.51 matures 8/30/24	137,981.49
PLGIT CD 3 Class @ 5.18%	137.05
PLGIT CD 3 Term @ 5.55%	331.77
PLGIT CD 4 @5.77% matures 8/8/24	210,388.14
PLGIT CD 5 @ 5.66% matures 3/1/24	210,564.10
PLGIT Term @ 5.87% matures 7/15/24	173,727.09
1 st Resource Truck Fund @ 5.25% matures 1/10/25	50,000.00
1 st Resource CD 1 @ 5.25% matures 1/10/25	200,000.00
Trumark CD 1 @ 5.3% matures 6/4/24	102,859.81
Trumark CD 2 @ 5.3% matures 6/4/24	206,035.49
Trumark CD 4 @ 4.65% matures 9/18/24	103,250.16
Trumark CD 3 @ 5.3% matures 6/17/24	101,339.55
Victory Bank CD 3 @ 5.0% matures 2/22/24	<u>127,268.61</u>
Total Investment Funds:	\$2,237,847.31

- **Escrow Accounts:**

Total Escrow Accounts:	\$ 24,857.12
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- **Total Funds under management:** \$ 3,682,792.56

AUDIENCE: None

REPORTS:

Engineering: No report

Zoning Report: No report

Solicitor's Report:

- Ms. Camp will contact Hammell-O'Donnell regarding the extension that expires on 2/12/24.
- Advised that Ms. Venzie is working on establishing a policy on short-term rentals. Ms. Camp suggested a definitional change in zoning.

Planning Commission: No report

Roads:

- Worked on clearing drains and trimming along roads.
- Equipment is prepared for potential weekend snow event.

Parks and Recreation:

- Suggested increase of non-resident pavilion rental fees from \$100.00 to \$125.00
Motion: Mr. Daniel made a motion to increase the pavilion rental fee for non-residents from \$100.00 to \$125.00 and was seconded by Mr. Elston. Motion carried 3-0.

Historic: No report

EMS: No report

OLD BUSINESS:

- Animal Control Contract – reviewed the updated 2024 Safety Net Sanctuary contract with changes suggested by Ms. Venzie
Motion: Mr. Beam made a motion to approve and sign the 2024 Safety Net Sanctuary contract for animal control and was seconded by Mr. Daniel. Motion carried 3-0.

NEW BUSINESS: None

OTHER BUSINESS: None

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

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

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General Fund

\$12,746.52

ADJOURNMENT: With no further business to discuss, adjournment took place at 8:20 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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