

Board of Supervisors Minutes – January 4, 2021

Annual Reorganization Meeting

Chairman Elston opened the Reorganization meeting at 7:00 P.M. on Monday, January 4, 2021.

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

Mr. Elston appointed Nelson Beam as temporary chairman 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 chairman.

Mr. Elston nominated Mr. Beam as vice chairman, 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 (Elston/Beam – Vote 3-0)
Kristin S. Camp
 - Engineer..... Castle Valley Consulting (Elston/Daniel – Vote 3-0)
Gary Weaver
 - Zoning Officer..... Craig Kologie
 - Asst. Zoning Officer..... Ed Mullock
Castle Valley Consultants (Elston/Daniel – Vote 3-0)
- Motion:** Mr. Beam made the motion for Mr. Elston to sign the 2021 contract with Castle Valley Consultants and was seconded by Mr. Daniel. Motion carried 3-0.
- Vacancy Board..... David Kolpak (Elston/Daniel – Vote 3-0)
 - EMC..... H. Barclay Hargreaves (Elston/Beam – Vote 3-0)
 - Bank..... BB&T/Truist, PLGIT, Victory Bank, Trumark, First Resource
(Daniel/Beam – Vote 3-0)
 - Planning Commission Sec’y. Christine Raines (Elston/Beam – Vote 3-0)
 - Right to Know Officer..... Deborah M. Kolpak (Elston/Daniel– Vote 3-0)
 - Deputy Tax Collector..... Susan L. Ward (Elston/Beam – Vote 3-0)

The business hours will remain Monday, Tuesday, and Wednesday from 9:00 A.M. to 2:00 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)

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All previously adopted Ordinances and Resolutions are readopted for 2021. (Beam/Daniel – Vote 3—0)

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 \$1,000,000.00 for 2021. (Daniel/Beam - Vote 3-0)

Mr. Beam, Mr. Elston, Mr. Daniel, and the secretary will attend the 2021 PSATS Convention in April. Mr. Elston made the motion to pay all expenses outside of a public meeting and was seconded by Mr. Beam. Motion carried 3-0.

Appointments:

- Planning Commission: (no reappointments for 2021)
Dane Moyer (2022)
Robert Baskin (2022)
Curtis Lammey (2023)
Daniel Collmann (2023)
Nelson Beam (2023)
James Coffman (2024)
Frank V. Daniel Jr. (2023)
Daniel Dierksheide (2023)
- Zoning Hearing Board:
Shawn Blickley (2022)
Edward Ward – (3-year appointment – 2024) – (Beam/Daniel – Vote 3-0)
Eric Wright (2023)
- Historic Commission:
Susan Ward (2023)
Carol Haag (2022)
Kathleen Duncan (2022)
Elizabeth Marks (2023)
Peg Stapleford (2023)
Caryl Ann Cooper (3-year appointment – 2024) - (Beam/Daniel vote 3-0)
Michele Algier (3-year appointment – 2024) - (Beam/Daniel vote 3-0)
- Park and Recreation Board:
Frank V. Daniel Jr – Reappoint as committee chair (Beam/Elston – Vote 3-0)
Michael Spirito (2024)

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Frank Lilley (2024)
Kathleen O’Neill (2024)
Lindsay Dunn (2022)

Parks and Recreation

No change in rental fees for 2021.

Compensation for 2021:

Secretary/Treasurer..... \$28.75 per hour/\$95 per meeting
 Paid 2021 holidays will include: New Year’s Day, Memorial Day, 4th of July,
 Labor Day, and Christmas

Road Foreman..... \$25.00 per hour

Equipment Operator..... \$25.50 per hour
 P.C. Secretary..... \$26.00 per hour with 2 hour minimum
 Building, Park & Road Maintenance..... \$18.00 – \$26.00 per hour
 Snow Removal..... \$30.00 per hour

The motion to approve the 2021 compensation with an increase of \$.50 per hour was made by Mr. Daniel and seconded by Mr. Beam. Vote carried 3-0.

Mileage was set at .56 as per the 2021 IRS rate per mile

Reorganization was completed at 7:25 P.M.

Monthly Supervisor Meeting

Roll call was taken and present were supervisors Gary C. Elston, Nelson R. Beam, Frank V. Daniel, Jr and Rick King, Road Manager was present via Zoom.

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

Minutes:

Motion: Mr. Daniel made the motion to approve the December 29, 2020 minutes as written and Mr. Beam made the second. Motion carried 3-0.

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

- **Operating Accounts:**
 General Fund- Victory Bank Money Market @ .10% 450,262.78

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General Fund-Victory Bank Checking @ .01%	<u>6,719.15</u>
Total Operating Funds:	\$ 456,981.93
• <u>Designated Accounts:</u>	
FIRE/EMS - PLGIT Prime MM @ .08 %	1,526.71
State Fund – Victory Bank @ .10%	524.78
Act 209 - PLGIT Prime MM @ .08%	1,998.84
Glenmoore Fire Co – Trumark CD - matures 11/30/20 @ 2.10%	42,626.46
Elverson-Honey Brook EMS – Trumark CD - matures 11/30/20 @ 2.10%	33,219.52
Twin Valley FD – Trumark CD - matures 11/30/20 @ 2.10%	33,219.52
Truck Fund – Victory CD 2 – matures 2/21/22 @.80%	125,000.00
WNT Emergency Fund – Victory CD 5- matures 10/2/22 @ .95%	137,257.25
Savings -Trumark @ .02%	5.00
Regular - PLGIT MM @ .08%	438,856.85
Recreation - PLGIT MM @ .08%	<u>302.67</u>
Total Designated Funds:	\$814,537.60
• <u>Investment Accounts:</u>	
CD - PLGIT CD 1 - matures 1/4/21 @ 1.05%	200,000.00
CD 1 -PLGIT Prime @ .08%	63,473.07
PLGIT CD 3 - Prime MM @ .08%	30,899.58
Victory Bank CD @2.00% matures 12/19/21	250,000.00
Victory Bank CD 3 @ .80% matures 2/21/2022	125,000.00
Victory Bank CD 4 @ .95% matures 10/2/2022	162,160.81
Victory Bank CD 6 @ .50% matures 10/29/2021	249,704.00
Victory Bank CD 7 @ .60% matures 4/29/2022	<u>249,704.00</u>
Total Investment Funds:	\$1,330,941.46
• <u>Escrow Accounts:</u>	\$ 8,657.35
• <u>Total Funds under management:</u>	\$ 2,611,118.34

REPORTS:**Engineering:** No report**Zoning Report:** No report**Solicitor's Report:**

- Conditional Use Hearing for 11 Fairview Road will be held on February 8 at 6:00 PM. Ms. Camp will schedule the meeting advertisement.

Planning Commission:

- December meeting included reorganization. For 2021 Dane Moyer will act as chairman and Jaime Coffman as vice chairman.
- 2021 meetings will remain as the 4th Monday of the month except for December 20th
- Kennel ordinance amendment was discussed and will be on the January agenda.

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- Fairview Road Conditional Use application was reviewed and will be discussed further in January.

Roads:

- Grapple for the tractor will be ordered.
- Complaint regarding excessive gravel on Farm Lane was addressed with the suggestion to only use salt for winter maintenance on the cul-de-sacs this year.
- Bollinger Road Bridge – received updated estimate from Randy Haas and will pursue estimates from other contractors.

Parks and Recreation:

- Mr. Elston will call the electrician to discuss the placement of a motion light in the pavilion.

Historic: No report.

EMS: No report

NEW BUSINESS:

- Hammell-O'Donnell Business Park – request for a six-month extension
Motion: Mr. Beam made the motion to grant a six-month extension to the Hammell-O'Donnell Business Park which will expire on July 12, 2021 and was seconded by Mr. Daniel. Motion carried 3-0.
- Twin Valley Fire Company – 2021 contract
Motion: Mr. Beam made the motion for Mr. Elston to sign the 2021 Twin Valley Fire Company contract and was seconded by Mr. Daniel. Motion carried 3-0.
- Brandywine Valley SPCA – service costs are increasing, and other procedures must be established to control costs. Ms. Kolpak will check with surrounding municipalities to explore alternatives for animal control in the township.

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. Elston. Motion carried 3-0

General Fund	\$2,533.05
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ADJOURNMENT: With no further business to discuss, adjournment took place at 8:00 P.M. with Mr. Daniel making the motion to adjourn and seconded by Mr. Beam. Motion carried 3-0

Respectfully submitted,

Deborah M. Kolpak, Secretary

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