

Finance/Operations
September 14, 2022
Minutes

Attendance:

Supervisor Chair Charlotte Shaffer
Supervisor Louann Boyer (on phone)
Supervisor Zeyn
Supervisor Klunk

Secretary-Treasurer, Tammy Bittle
Township Manager/Zoning Officer, Dave Arndt
Maintenance Manager, Scott Small
Engineer, Nate Simpson
Chief, Gary Baumgardner

Supervisor Don Knight – Absent

The meeting commenced at 9:30 a.m.

Audience:

None

Public Comment on agenda items:

No public comment was provided.

Minutes:

Approval of September 14, 2022 Finance/Operations Meeting Minutes- motion by Supervisor Klunk and Seconded by Supervisor Zeyn **Approved 4-0**

Maintenance:

Blettner basin retrofitting has started.
New fire alarm is being installed in the Administration and Police Department Building.
Scott contacted the previous engineer Gannett Fleming to try to close out the projects at Plum Creek.
There was a meeting scheduled on 9/14/2022 in the morning with the contractor and then the County will come in and check things out and approve so we can close the MDS permit.
County grant that is open. The county will come in and check it out for the sidewalks at the grills and see if we can incorporate in the grant.

Zoning / Planning:

Dave Arndt left the board know that there will be three action items at the Board of Supervisor Meeting on Monday September 19, 2022

1. 100 Blettner Ave. Requesting an extension until January 17, 2023
2. Conewago Enterprises - Black Lane deadline is November 22, 2022 to Continue to work with the outside agencies to satisfy the requirements.
3. Chapel Meadows Land Development plan request extension for preliminary plan action date until December 20, 2022.

Barbra Martin Property – Supervisor Shaffer asked if they have figured out the stormwater basin and Engineer Nate Simpson and Township Manager Dave Arndt both said this has been resolved. Township Manager Dave Arndt stated that this basin is not owned by the Township. Supervisor Shaffer replied that she knew that. Engineer Nate Simpson also said that this is the property owner’s responsibility to maintain the Basin. Supervisor Shaffer asked if the owners are aware of this and Engineer Nate Simpson said they are.

Two Conditions one easement right-a-way going back to the Grove property. Requires them to have an agreement between the two property owners.

Other condition is to have signatures on the plan.

293 Blettner Ave G&S Foods – Conditions are based on the Engineers letter dated August 30, 2022 minor details and mostly outside industries. Once these are approved G&S Foods has 90 days to satisfy the conditions which should be able to be met.

Code:

Township Manager stated that several letters have been received regarding the rezoning hearings that will be held at the Board of Supervisor meeting Monday September 19, 2022 regarding their opinion on the rezoning of these two properties. Supervisor Shaffer made clarification that the letters that have been received are all the same but from 7 different people.

Engineer:

Engineer Nate Simpson has submitted the permit for the school zone application and waiting to hear back from that. Engineer Nate Simpson is currently working on the traffic signal grant which will be submitted by the end of September. Nate Simpson also stated that Sherry Village is getting started on September 14, 2022.

Engineer Nate Simpson mentioned that he going to be meeting with Township Manager Dave Arndt on the afternoon of September 14, 2022 to go over the stormwater ordinance. This should be ready to adopt in October 2022

Supervisor Shaffer is going to forward Engineer Nate Simpson an e-mail she received on grants that are to be given out yet this year for the park. Engineer Nate Simpson stated the entity is DCD. DCD received some ARPA money. Nate wants to submit for some of this money and Nate was thinking of using it for the trails. Supervisor Shaffer asked if we could go big. Nate said that we can, but a lot of this is hinging on the daylighting of the pipe and Army Core Project. Supervisor Shaffer agreed and she spoke with the gal at Army Core and they can be done in conjunction. However, until the design phase is completed and approved with the Army Core that could be 2 years from now.

New Business:

Maintenance Manager put reminder out about the electronic recycling that is Saturday September 24, 2022 from 9:00am until 12:00pm

Supervisor Shaffer put this under new business because she did not feel this fit anywhere else. Supervisor Shaffer asked what the distance is between intersections where you can park. Chief Baumgardner asked from a stop sign. Supervisor Shaffer said yes. He said 25ft. If someone is parked beyond the 25ft Supervisor Shaffer asked if a citation should be issued. Supervisor Shaffer asked if they must be marked. For handicap parking there are very strict guidelines. Must have signs and curb painting. Supervisor Shaffer said to put in newsletter for spring of 2023.

Old Business:

There was no old business.

2023 Budget

Secretary/Treasurer Tammy Bittle questions why the General Account and the Stormwater Account has the exact same account number. This is very confusing when writing PO's and getting them approved by the Township Manager. Supervisor Shaffer says that the bills should say on the bills what we are getting billed for whether it be for Stormwater or General Purposes.

Secretary/Treasurer Tammy Bittle asked about adding Engineering to the Rec Budget for 2023. The only accounting code that can be used is 451.300. Supervisor Shaffer states that there is an Engineer account in Rec.

Township Manager Dave Arndt asked if we were going down through each line item. Supervisor Shaffer said she would like to, but not all supervisors are there.

Supervisor Shaffer was talking about the solicitor's end 404.310. Supervisor Shaffer wants to look into this as to why so high. Secretary/Treasurer Tammy Bittle stated that it is high because of the grievance that was filed.

Supervisor Shaffer directed to 408 Engineering Services is questioning the percentage that is over. Engineer Nate Simpson said about getting with secretary / Treasurer Tammy. Scott is questioning if this is due to Gannett Fleming turn bills in late. Supervisor Zeyn asked if \$1800.00 is truly enough for this line item. Engineer Nate Simpson believes it is.

Supervisor Zeyn asked about 409.195 HRA Reimbursements. Supervisor Shaffer said that we do not have HRA's anymore. Township Manager Dave Arndt questioned the police department on this as well. Supervisor Shaffer said this is no longer an item.

Supervisor Shaffer questioned 409.364 Sewer and water. More money will be put in the budget for this line item.

Supervisor Shaffer expected 410.231 gasoline to be over budget. We will need to add more to the budget for 2023.

Chief Baumgardner had a discussion with the board on being able to put \$55,000 in the budget for next year to purchase a new vehicle. Further discussion will be had at the Board of Supervisor Workshop on Monday September 19, 2022.

More talks will be coming in the next several months to finalize the budget for 2023

Public Comment:

Supervisor Zeyn made a motion to adjourn the Finance/Operations meeting at 10:17 a.m.,
seconded by Supervisor Klunk. **Approved Vote 4-0**

Respectfully submitted by:

Tammy Bittle
Secretary-Treasurer