

## MINUTES OF THE MARTIC TOWNSHIP BOARD OF SUPERVISORS

**DATE:** December 4, 2023

**PLACE:** Township Building, 370 Steinman Farm Road, Pequea, Pa. 17565

**ATTENDANCE:** Beth Birchall, Duane Sellers, Carl Drexel, Jay Kreider and Charles Stouff were present.

**CALL TO ORDER:** Duane Sellers called the meeting to order at 7:00 PM and led with the Pledge to the Flag and a prayer was said.

### **MINUTES & TREASURER'S REPORT**

Beth Birchall made a motion, which was seconded by Jay Kreider, to approve the minutes of the November 6, 2023, Supervisors Meeting. The motion passed 5-0.

Beth Birchall presented the Treasurer's Report for the period ending November 30, 2023. A motion was made by Carl Drexel and seconded by Charles Stouff, to approve the Treasurer's Report. The motion passed 5-0.

Charles Stouff made a motion which was seconded by Jay Kreider, to approve the bills for payment totaling \$50,138.28. The motion passed 5-0.

### **PUBLIC COMMENT:**

None was heard.

### **324 CROSSOVER**

Carl Drexel stated that the 324 Crossover has been completed by our road department at a cost of \$13,084.00. The total cost of the project came in at \$156,568.60, which is \$4,000 under the bid.

### **DEPARTMENT REPORTS:**

**Road Department:** Dave Williams read the report for November.

Week of November 5<sup>th</sup>

Road check. Install new signs on Holtwood, Old Pinnacle and Old Holtwood. Cut trees on Harbor View. Blow leaves on multiple roads. Take T-90 to shop for inspection. Pick up the new pressure washer. Install propane line for new pressure washer. Change oil and service T-05. Dig test pits in dry hydrant area at Olde Forge Campground. Pick up T-90 from shop. Put spreader on T-90 and check for proper operation. Replace spreader light on T-90. Cut tree on Steinman Farm. Pressure wash and grease loader, skid-steer and T-05.

Week of November 12<sup>th</sup>

Road check. Install new curve signs on Douts Hill, Brady's Hill and Hilldale. Cut trees on Hilldale and Creamery. Put spreaders on T-91 and T-84 and check for proper operation. Replace hydraulic hoses on spreader on T-84. Clean shop. Patch Old Holtwood and McKelvey. Cut trees with tree cutter for two days on Brady's Hill, Lake Aldred and Loop.

Week of November 19<sup>th</sup>

Blow leaves for two days with rented leaf blower and with handheld leaf blowers on multiple roads. Repair door in shop. Repair sideboard on T-90. Open pipes and drains on all roads in anticipation of heavy rain. Burn brush pile at shop. Road check after heavy rain. Cut trees on Hilldale. Observe Thanksgiving holiday.

Week of November 26<sup>th</sup>

Road check. Repair low shoulders on Drytown and Pennsy. Install new delineators on Old Holtwood. Open plugged drainage box on Old Holtwood. Put chains and snow plow on T-91. Take scrap metal to scrapyard. Clean gutters on Horse Hollow, Tucquan Glen, Lakewood and Pencroft N. Clean and

organize big truck bay. Check roads after high winds. Put up new Rail Trail sign. Repair spreader on T-90. Pick up supplies from Gemmill. Install new curve sign and speed limit sign on Tucquan Glen. Cut trees with loader on Tucquan Glen.

Duane Sellers asked if there is a timeline to install the dry hydrant at the Old Forge Campground. Dave Williams stated that they keep running into issues as the entire area is very wet from springs.

Charles Stouff asked about the truck that went to be welded. Dave Williams was notified earlier in the day that the welding is complete. Now the truck needs to be inspected.

**Zoning Officer Report:** 6 building, 6 zoning permits were issued.

### **UNFINISHED BUSINESS**

Adoption of the 2024 Budgets: General Fund and Liquid Fuels. A motion was made by Charles Stouff and seconded by Jay Kreider, to adopt the 2024 General Fund budget in the amount of \$1,349,750. The motion passed 5-0. A motion was made by Duane Sellers and seconded by Charles Stouff, to adopt the 2024 Liquid Fuels/State fund in the amount of \$495,560. The motion passed 5-0.

Uniforms for the Road Department. UniFirst did drop off uniform shirts for the crew to try on. Jay Kreider asked if we sign the 5-year contract, are our prices locked in? Also, do we know what day the dirty uniforms will be picked up and the clean ones dropped off. After further discussion, the discussion has been tabled until the January meeting.

324 Steinman Farm Rd rental – the appraisal has been done. After much discussion a motion was made by Charles Stouff and seconded by Jay Kreider to sell the property. The motion passed 5-0. Comments were heard from Ryan Fisher, 161 Martic Heights Drive, Jorge Trevino, 17 Harbor View Dr. Don Wissler, 421 Drytown Road and Kevin Boyer, 421 Drytown Road.

### **NEW BUSINESS**

2024 Employee Compensation: After discussion, a motion was made by Beth Birchall and seconded by Charles Stouff to grant a 4% wage increase to all employees, which would take effect January 1, 2024. The motion passed 3-0 with Duane Sellers and Beth Birchall abstaining due to a conflict of interest.

Resolution 12-04-23 Fee Schedule. Due to continually rising costs to the Township for services and goods it was time to revisit the Township's Fee Schedule. After discussion, a roll call was called resulting in a 5-0 approval of the new fee schedule.

The Township's employee handbook lists Good Friday as an approved holiday. As the Township has off on Friday's it was discussed to switch out the Good Friday holiday for New Years Eve. A motion was made by Jay Kreider and seconded by Carl Drexel to make the change to the handbook. The motion passed 5-0.

197 Pencroft Drive – Consent Agreement extension. As the Township has been notified that the development approval in Paradise Township, where Mr. Schlabach will be moving his business to, has only just been completed by the Township. With this information, Pencroft Structures will not be able to successfully be moved off 197 Pencroft Drive by the current agreement's deadline of April 2024. A motion was made by Beth Birchall and seconded by Charles Stouff to extend the agreement until the end of 2024 with the same \$4000/month penalty fine. The motion passed 5-0.

A motion was made by Duane Sellers and seconded by Beth Birchall, to approve the 2024 Consent Agenda items for Appointments and Township business, to take effect January 1, 2024, as presented to the Supervisors. The motion passed 5-0.

Consent Agenda items:

- Legal Counsel – Morgan, Hallgren, Crosswell & Kane
- Engineering Firm – Rettew
- Sewage Enforcement Officer – Duane Truax, Rettew

Depositories for Township funds – Bank of Bird-in-Hand, Truist, PLGIT, Fulton Bank & Wells Fargo

All Township Monthly Meetings Times & Dates – the same as 2023

Martic Township observed Holidays – the same as 2023

LC Earned Income Tax Bureau Reps – Ryan Strohecker/Manor Twp

Alternate: Ed Arnold/Millersville Borough

Pension Plan Administrator – PSATS

Appointment of Zoning Hearing Board member: Laura Finberg & Ryan Anastasio (Alternate)

Reappointment of Planning Commission members: Jon Kloppmann, Chris High & Ralph Huber

Emergency Management appointees: Tony Williams, Bill Birchall & Mike Hall

2024 Municipal Mowing – DWD Landscaping

Additional: A motion was made by Charles Stouff and seconded by Beth Birchall to add onto the agenda the Lancaster Conservancy request for a letter of support. The motion passed 5-0.

The Township received an email request for a letter of support from the Lancaster Conservancy as they are applying for a grant from the PA Fish and Boat Commission for a Boating Facility Grant to add a parking area at their Martic Forge location. A motion was made by Charles Stouff and seconded by Jay Kreider to approve sending the letter. The motion passed 5-0.

Beth Birchall stated how thankful the Township has been for the service that both Carl Drexel and Duane Sellers have given in their 12-year tenures as Supervisors. It is greatly appreciated.

The next meeting of the Martic Township Board of Supervisors is scheduled for January 2, 2024, at 7:00 p.m. at the Municipal Building.

There being no further business the meeting was adjourned at 7:45 pm.

Respectfully submitted,

Karen D. Sellers  
Martic Township Manager