

MINUTES OF THE MARTIC TOWNSHIP BOARD OF SUPERVISORS

DATE: January 4, 2016

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

ATTENDANCE: Beth Birchall, Duane Sellers, Carl Drexel, Charley Braught, Jr. and Don Snyder were present.

ORDER OF BUSINESS

CALL TO ORDER: Duane Sellers called the meeting to order at 7:01 PM and led with the Pledge to the Flag.

Duane Sellers introduced the new supervisors Charley Braught and Don Snyder and welcomed them to the Board.

REORGANIZATION

Temporary Secretary: Beth Birchall made a motion, which was seconded by Don Snyder to appoint Karen Sellers as Temporary Secretary. The motion passed 4-0 with Duane Sellers abstaining.

Temporary Chairman: Beth Birchall made a motion, which was seconded by Don Snyder to appointed Carl Drexel as Temporary Chairman. The motion passed 4-0 with Carl Drexel abstaining.

Chairman: Beth Birchall made a motion, which was seconded by Carl Drexel to appoint Duane Sellers as Chairman. The motion passed 4-0 with Duane Sellers abstaining.

Vice Chairman: Charley Braught made a motion, which was seconded by Don Snyder to appoint Carl Drexel as Vice-Chairman. The motion passed 4-0 with Carl Drexel abstaining.

Treasurer: Carl Drexel made a motion, which was seconded by Don Snyder to appoint Beth Birchall as Treasurer. The motion passed 4-0 with Beth Birchall abstaining.

Manager/Secretary: Beth Birchall made a motion, which was seconded by Charley Braught to appoint Karen Sellers as Manager/Secretary. The motion passed 4-0 with Duane Sellers abstaining.

Road Foreman: Beth Birchall made a motion, which was seconded by Don Snyder to appoint Tim Kiehl as the Road Foreman. The motion passed 5-0.

Zoning/Code Enforcement Officer: Carl Drexel made a motion, which was seconded by Beth Birchall to appoint Dennis Shenk as the Zoning Officer. The motion passed 5-0.

Construction Code Officials: Carl Drexel made a motion, which was seconded by Beth Birchall to appoint Commonwealth Code Inspection Service, Inc as the Township Construction Code Officials. The motion passed 5-0.

Building Code Official: Charley Braught made a motion, which was seconded by Carl Drexel to appoint Dennis Shenk as the Martic Township Building Code Official. The motion passed 5-0.

SEO Officer: A motion was made by Carl Drexel which was seconded by Duane Sellers to appoint Marvin Stoner as our SEO Officer at a \$4000/annual salary. The motion passed 5-0.

Treasurer's Bond: Don Snyder made a motion, which was seconded by Charley Braught to set the Treasurer's Bond at \$1,000,000.00 (one million dollars). The motion passed 4-0 with Beth Birchall abstaining.

Legal Council: Beth Birchall made a motion, which was seconded by Duane Sellers to appoint Morgan, Hallgren, Crosswell and Kane as the Township Legal Council. The motion passed 5-0.

Railroad Legal Council: Beth Birchall made a motion, which was seconded by Carl Drexel to appoint Salzmann Hughes, P.C. as the Railroad Legal Council if needed. The motion passed 5-0.

Engineer Firm: Carl Drexel made a motion, which was seconded by Charley Braught to appoint Wilson Consulting Group, PC as the Township Engineer. The motion passed 5-0.

Emergency Management: Beth Birchall made a motion, which was seconded by Carl Drexel to appoint Tony Williams for Emergency Management coordinator and Mike Hall and Bill Birchall as his assistants. The motion passed 4-0 with Beth Birchall abstaining.

Chairman of the Vacancy Board: Don Snyder made a motion, which was seconded by Duane Sellers to appoint Kevin Boyer as Chairman of the Vacancy Board. The motion passed 5-0.

Vacancies/Expired Terms: Beth Birchall made a motion which was seconded by Don Snyder to reappoint Melissa Anderson and Laura Finberg as a Zoning Hearing Board member. The motion passed 5-0. Carl Drexel made a motion which was seconded by Duane Sellers to reappoint Chris High, Jon Kloppman and Barb Spiegelberg to the Planning Commission. The motion passed 5-0.

Depositories for Township Funds: Beth Birchall made a motion, which was seconded by Carl Drexel to use PLGIT, Citizens Bank, Fulton Bank, Sovereign Bank, Wachovia, Wells Fargo and BB&T, for depositing Township Funds. The motion passed 5-0.

Regular Monthly Meeting time and dates: Carl Drexel made a motion, which was seconded by Beth Birchall to hold the monthly Board meetings on the first Monday of each month in 2016 except in July and September when the meeting will be held on the first Tuesday and Reorganize on January 3, 2017, a Tuesday, all to begin at 7:00 pm. Work Sessions scheduled for Sept 19 and October 19, 2016 to begin at 6:30 pm. Zoning Hearing Board will meet the second Thursday of the month (if needed) to begin at 7:00 pm. The Planning Commission will meet the third Thursday of each month (if needed) to begin at 7:00 pm. Auditors will meet the first Wednesday in January 2017 to begin at 7:00 pm. The motion passed 5-0.

Township Employee Holidays: Don Snyder made a motion, which was seconded by Beth Birchall to approve the 2016 Township Employee Holiday List. The motion passed 5-0.

2016 Employee compensation schedule: Beth Birchall made a motion, which was seconded by Charley Braught to increase the Zoning Officer's pay by 2%. The motion passed 5-0. Beth Birchall made a motion, which was seconded by Charley Braught to increase the Manager/Secretary's pay by 2%. The motion passed 4-0 with Duane Sellers abstaining. Carl Drexel made a motion which was seconded by Duane Sellers to increase the road workers pay by 2%. The motion passed 4-0 with Beth Birchall abstaining.

Mileage reimbursement: Don Snyder made a motion, which was seconded by Carl Drexel to decrease the mileage reimbursement to 54 cents/mile as per the IRS notification. The motion passed 5-0.

SLCIMC Meeting Representatives: Charley Braught made a motion which was seconded by Beth Birchall, to appoint Duane Sellers as SLCIMC Meeting Representative and to appoint Don Snyder as the alternate representative. The motion passed 5-0.

Municipal & Zoning Office hours: Beth Birchall made a motion which was seconded by Don Snyder to set the Municipal Office hours as Monday through Thursday 8:00 a.m. - 1:00 p.m. and to set the Zoning Office hours to be by appointment only. The motion passed 5-0.

Township Fire Company: Duane Sellers made a motion which was seconded by Carl Drexel to acknowledge and recognize as the Township's Fire Company, Rawlinsville Volunteer Fire Company.

The motioned passed 5-0.

Fire Companies Activity Lists: Carl Drexel made a motion which was seconded by Beth Birchall to approve Rawlinsville Volunteer Fire Company's 2016 activities list as submitted to the Board. The motion passed 5-0.

Pension Fund Admin: Beth Birchall made a motion which was seconded by Carl Drexel to appoint Karen Sellers as the Township pension fund administrator. The motion was passed 5-0.

Point of Contact list: Beth Birchall made a motion which was seconded by Carl Drexel to set the Point of Contact list for 2016. The motion passed 5-0.

2016 Municipal mowing: Carl Drexel made a motion which was seconded by Charley Braught to have DWD Landscaping do the municipal mowing for 2016. The motion passed 5-0.

A motion was made by Beth Birchall which was seconded by Don Snyder to declare English as the official language for all township business. The motion passed 5-0.

MINUTES & TREASURER'S REPORT

Don Snyder made a motion and was seconded by Carl Drexel to approve the minutes of the December 7, 2015 Supervisors Meeting. The motion passed 5-0.

Beth Birchall presented the Treasurer's Report for the period ending January 1, 2016. A motion was made by Charley Braught and seconded by Duane Sellers, to approve the Treasurer's Report. The motion passed 5-0.

OTHER BUSINESS – PUBLIC COMMENT:

Jim Wissler 351 Bridge Valley Rd – commented that his neighbor at 367 Bridge Valley Rd moved a ditch on his property back to the plot line and he also built a building 8' on his property a number of years ago. He knows he has to sell him the land, but he needs to know what the set back requirements are. Duane Sellers told him to see the Zoning Officer, Dennis Shenk for that information.

UNFINISHED BUSINESS

Resolution No. 01-04-16 A: Exemption to CMV Driving time limits during emergencies. The resolution passed by roll call vote 5-0.

Resolution No. 01-04-16 B: The authorization to pay operating disbursements that may become due and payable prior to Board's approval. The resolution passed by roll call vote 5-0.

Notice has been received from Doris Frey, Martic's elected tax collector, of her resignation. Effective 1/1/16, Lancaster County will begin to collect the Real Estate taxes for Martic. The Township will send Ms. Frey a letter of appreciation for her years of service to Martic.

Charley Braught gave the Planning Commission report. They met on December 17 to discuss and continue the review of the proposed Martic Subdivision and Land Development Ordinance. Randall Heilman, LCPC, Brian Gilbert, Wilson Consulting Group and Josele Cleary, twp solicitor were present.

Road Department:

Tim Kiehl read the report for December:

- The week of Nov 30th: first wk with township. Started orienting himself with roadways and plow routes. Organized shop/garage. Constructed tool box
- The week of December 6: emergency power outlets identified, salt & anti-skid ordered, updated fire extinguishers, gutter cleanout along Loop Rd, checked roadways, drained fire pond, maintenance on 550 dump truck.
- The week of December 13: tree/limb work on Bethesda Church Rd, gutter clean out along

House Rock Rd, install outlet in fire pond (Dry hydrants), fire pond work continued, generator maintenance and repair tire on Ford 550.

- The week of December 20: Finish work on fire pond, tree/limb work on House Rock Rd, equipment maintenance, swept roadways to expose fog lines, street sign replacements
- The week of December 27: Creamery Rd gutter cleanout, equipment maintenance, construct hangers for barricades

Zoning Officer Report shows: 1 building, 1 zoning permit issued, 2 building and 3 zoning use and occupancy permits were issued in December.

The SEO Report shows: 3 permits issued and 3 perc & probes were done in December.

December 2015 bills: Don Snyder made a motion which was seconded by Carl Drexel, to approve the bills for payment totaling \$ 23,544.16. The motion passed 5-0

NEW BUSINESS

Subdivision and Land Development Ordinance (SALDO) – the draft SALDO ordinance was discussed and a motion was made by Carl Drexel and seconded by Don Snyder to forward the proposed draft ordinance on to the Lanc Co Planning Commission for their review and comments. The motion passed 5-0.

Floodplain Ordinance – the draft floodplain ordinance was discussed and a motion was made by Charlie Braught and seconded by Duane Sellers to forward the proposed draft ordinance on to the Lanc Co Planning Commission and the PA DCED for their review and comments. The motion passed 5-0.

Providence Township as rail trail grant administrators would like to apply for more ELGT grant funding to continue the rail trail work on the eastern portions of the trail. Because of the intermunicipal agreement that is in place, to apply for the additional money, all townships must vote to approve applying for additional grant money through State TAP monies. After a cost breakdown analysis, they will be asking for an additional \$1 million dollars at 100% funding and no match requirement. Discussion was heard from Charley Braught and Duane Sellers. Rick Eshleman, 120 Steinman Farm Road, commented that people have created another access point at Trout Run and the trail has worn away. Bill Birchall, 303 Tucquan Glen Rd commented that people are going up and over the trail. Carl Drexel commented that hunters and fisherman are using it and Don Snyder said there is a camp ground on the other side of the rail trail. A motion was made by Don Snyder and seconded by Beth Birchall to approve the grant application for additional money. The motion passed 5-0.

The tenants at 330 Hilldale Road have asked the Board's permission to be allowed to have a dog. A motion was made by Beth Birchall and seconded by Charley Braught to allow the tenants to have a dog and require them to pay an additional lease payment of \$25/month, per their lease. They will also be required to pay an additional \$25 to be added to their security deposit. The motion passed 5-0.

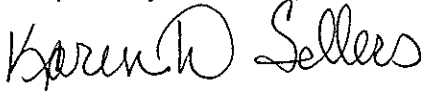
Duane Sellers brought up for discussion his request that the Board adopt for the Martic Township Park the PA Game Commission's guidelines for hunters tree stands. It has been brought to the Township's attention that tree stands are going up and never coming down and that is a safety concern. After discussion, a motion was made by Duane Sellers and seconded by Don Snyder to adopt the PA Game Commissions guidelines for hunters and to print a sign to be placed at the park's kiosk and to put something on the township's website alerting people of this change and to send letters to all adjacent property owners alerting them to the change as well. The motion passed 5-0. Comment was heard from Lydia Martin with the LC Conservancy.

The Board of Auditors will meet on Tuesday, January 5th at 7:00 pm at the Municipal Building for their reorganizational meeting.

The next meeting of the Martic Township Board of Supervisors is scheduled for February 1, 2016 at 7:00 p.m. at the Municipal Building.

They're being no further business the meeting was adjourned at 8:18 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Karen D. Sellers". The signature is written in a cursive style with a large, looped initial "K".

Karen D. Sellers
Martic Township Manager