

MARTIC TOWNSHIP
LANCASTER COUNTY, PENNSYLVANIA

MINUTES OF THE MARTIC TOWNSHIP BOARD OF SUPERVISORS

DATE: October 24, 2012

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

ATTENDANCE: Duane Sellers, Beth Birchall, Ted Irwin, Carl Drexel were present. Absent was Richard Drumm, Jr.

ORDER OF BUSINESS

CALL TO ORDER: Duane Sellers called the meeting to order at 6:42 PM and led the Pledge to the Flag.

Rawlinsville Fire Company has notified the Board that they are having a fire prevention scheduled at Providence Elementary on Oct. 26, 2012 and a career day is scheduled for November 16, 2012 at Martic Middle School.

Duane Sellers commented that Chuck Erb has left his fulltime position with the Township on the road crew but will remain on the list for the part-time, winter-help list to help with plowing. The Board has hired Bill Webber to fill the full-time road worker position.

Some items carried over from the previous budget meeting are: Mike Rankin has asked the Board to increase his budget in 2013 for signs to \$5,000, since the signs are very costly. Also, SEO pay: currently the Township pays Marv Stoner \$12,000/year. After doing some checking the Board will be adjusting his salary to \$4,000/year as a line item change.

2013 Budget discussion: Discussion continued on the 2013 budget going over everything by line item. Tentative budget to be approved will show a reduced budget by almost \$37,000 from the 2012 budget. It was also noted that this was done after hiring a full-time Road Master and by replacing a lot of the Road Dept. equipment in 2012.

Duane Sellers commented on the RTK and Sunshine Law seminar that both he and the secretary attended earlier in the day. Regarding the RTK, there is a documented procedure that the Township is required to follow regarding requests. Management software to keep track of certain items that the Township is required to keep either indefinitely or for a prescribed amount of time is highly recommended. The Pennsylvania Historical & Museum Commission has guidelines that the Board should consider adopting by resolution, to follow the set guidelines.

364 Steinman Farm Rd. rental update: Dave Stokes had contacted the Township that the work was completed at the rental property. Ted Irwin commented that when he initially walked through the house with Mr. Stokes, he noticed a few items that were not included on the original list of repairs. He added these items and along with the porch needing more work than was originally expected, the final cost of repairs was \$8,046.00.

Ted Irwin noted that work still needed to be done to the garage door; he recommended the Secretary contact Leakway Doors to take a look at it and give the Board a quote to repair.

The Board had a request from Mike Rankin for the road department to clean up the flower beds and shrubs before a tenant moved in. After discussion, Ted Irwin will contact DWD Landscaping, to see what he would charge to clean up the flower beds, the shrubbery and weeds.

Ted Irwin also noted that the rain spouts, at the repaired porch, leak when it rains. This is because the former owner drilled holes in the spouting. Ted Irwin gave permission to D. Stokes to just replace the section of spouting that had the holes drilled into it. All other spouting, which was noted on the scope of work, has already been replaced. He also mentioned the sump pump in the basement isn't hooked up to

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run if needed. It is currently dry, however he will look into what it will take to get that sump pumped hooked up. Duane Sellers made a motion which was seconded by Beth Birchall to advertise for the renting of the property. The motion passed (4-0).

A motion was made by Duane Sellers and seconded by Carl Drexel to pay the invoice to D. Stokes of \$ 8,046.00 for the work which was done at the rental property. The motion passed (4-0).

The Secretary also commented that the Road Master wanted the Board to be made aware of the other rental property at 631 Martic Heights Dr., that when the present tenants move out, his suggestion would be to trim back the trees and shrubs there as well.

The next meeting of the Martic Township Board of Supervisors is scheduled for November 5, 2012 at 7:00 p.m. at the Municipal Building.

They're being no further business the meeting was adjourned at 8:55 pm.

Respectfully submitted,

Karen D. Sellers
Secretary to the Board of Supervisors
Martic Township