

BOARD OF SUPERVISORS REORGANIZATION MEETING - January 2, 2024

Minutes of the Pequea Township Board of Supervisors reorganization meeting held at 6:00 on January 2, 2024 at the Pequea Township Municipal Building.

Present at the meeting were:

Harry Lehman, Chairman
Tom Haas, Vice-Chairman
Jeff Kreider, Supervisor
Eric Lucas, Supervisor
Michael Novak, Supervisor

Others present:

Frank Cazillo Don Homsher
Della Kreider Mark Meyer
Dean Evans-LNP Daren Huegel
Mark Meyer Mike Hall
Rob Mellinger Kosta Kontanis
Robert Reidenbach, Twp. Assistant/
Recording Sec.

CALL TO ORDER: Chairman Lehman called the meeting to order at 6:00 PM.

Pledge of Allegiance

ANNOUNCEMENTS:

- Best Wishes in 2024!
- Chairman Lehman proposed an addendum item under New Business. He moved to add the hiring of a part-time road crew employee. Supervisors Haas and Lucas seconded the motion. All voted in favor; none opposed.

PUBLIC COMMENTS: none

ORGANIZATION:

1. Appoint Chair of the Board of Supervisors

Supervisor Haas moved to appoint Harry Lehman as Chairman of the Board of Supervisors. Supervisor Kreider seconded the motion. All voted in favor; none opposed.

2. Appoint Vice-Chair of the Board of Supervisors

Chairman Lehman moved to appoint Tom Haas as Vice-Chairman of the Board of Supervisors. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

3. Appoint Secretary

Supervisor Lucas moved to appoint Kim Ulaky as Township Secretary. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

4. Appoint Assistant Secretary

Supervisor Novak moved to appoint Dawn Rineer as Assistant Secretary. Chairman Lehman seconded the motion. All voted in favor; none opposed.

5. Appoint Assistant/Recording Secretary

Supervisor Novak moved to appoint Rob Reidenbach as Assistant/Recording Secretary. Chairman Lehman seconded the motion. All voted in favor; none opposed.

6. Resolution-Appoint Township Treasurer/Township Administrator (Res. #671-2024)

Vice-Chairman Haas moved to pass **Resolution #671-2024** to appoint Dawn Rineer as Township Treasurer/Township Administrator. Supervisor Novak seconded the motion. All voted in favor; none opposed.

7. Resolution-Appoint Assistant Treasurer (Res. #672-2024)

Chairman Lehman moved to pass **Resolution #672-2024** and appoint Kim Ulaky as Assistant Treasurer. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

8. Appoint Roadmaster

Supervisor Novak moved to appoint Brian Herr as Roadmaster. Supervisor Kreider seconded the motion. All voted in favor; none opposed.

9. Set Township Hours for 2024 @9:00 am - 4:30 pm

Supervisor Novak moved to set the township office hours as 9:00-4:30 pm Monday thru Thursday. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

10. Set Amount of Treasurer Bond

Chairman Lehman moved to set the treasurer's bond at \$2,000,000.00. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

11. Resolution- Appoint Chief Administrative Officer of the Non-Uniformed Employees' Pension Plan (Res. #673-2024)

Chairman Lehman moved to pass **Resolution #673-2024** appointing Dawn Rineer as Chief Administrative Officer of the non-uniformed employees' pension plan. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

12. Resolution- Appoint Chief Administrative Officer of the Uniformed Employees' Pension Plan (Res. #674-2024)

Supervisor Lucas moved to pass **Resolution #674-2024** appointing Dawn Rineer as Chief Administrative Officer of the uniformed employees' pension plan. Chairman Lehman seconded the motion. All voted in favor; none opposed.

13. Resolution- Appoint Depositories for 2024-PNC Bank and PLIGIT Account (Res. #675-2024)

Chairman Lehman moved to pass **Resolution #675-2024** to appoint PNC Bank and PLIGIT as depositories for 2024. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

14. Appoint Benecon Benefits Administrator

Vice-Chairman Haas moved to appoint Dawn Rineer as the Benecon Benefits Administrator. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

15. Appoint Road/Park Crew Liaison

Supervisor Lucas moved to appoint Tom Haas as the road crew/park liaison. Chairman Lehman seconded the motion. All voted in favor; none opposed.

16. Appoint Legal Liaison

Supervisor Novak moved to appoint Harry Lehman as legal liaison. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

17. Appoint Police Liaison

Supervisor Novak moved to appoint Harry Lehman as police liaison. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

18. Appoint Administrative Liaison

Vice-Chairman Haas moved to appoint Harry Lehman as administrative liaison. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

19. Appoint Volunteer Fire Company Liaison

Chairman Lehman moved to appoint Mike Novak as fire company liaison. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

20. Appoint Voting Delegate for PSATS Conference

Chairman Lehman moved to appoint Eric Lucas as voting delegate for the PSATS conference. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

21. Appoint Community Block Grant Program Representative

Vice-Chairman Haas moved to appoint Michael Novak as Community Block Grant Program Representative. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

22. Authorize Representative for Declaration of Snow and Ice Emergencies

Vice-Chairman Haas moved to authorize Harry Lehman or Roadmaster, Brian Herr for the declaration of snow and ice emergencies. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

23. Resolution- Authorize revision of Fee Schedule for fees charged in connection with the Township Zoning Ordinance Applications and other fees associated with the administration of the Township (Res. #676-2024)

Supervisor Lucas moved to approve **Resolution #676-2024**, a resolution to authorize the revision of the fee schedule for fees charged in connection with the Township Zoning Ordinance Applications and other fees associated with the administration of the Township. Chairman Lehman seconded the motion. All voted in favor; none opposed.

24. Set Mileage Reimbursement Rate for 2024 (IRS set \$.67/mile)

Chairman Lehman moved to set the mileage reimbursement rate for 2024 at \$.67/mile as set by the IRS. Supervisor Novak seconded the motion. All voted in favor; none opposed.

25. Appoint Zoning Officer

Chairman Lehman moved to appoint Mark Deimler /Solanco Engineering as the Township's Zoning Officer. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

26. Appoint Building Code Official and Code Enforcement Officer

Supervisor Novak moved to appoint Mark Deimler/Solanco Engineering as the Township's Building Code Official and Code Enforcement Officer. Chairman Lehman seconded the motion. All voted in favor; none opposed.

27. Resolution- Appoint Zoning Hearing Board Member- term ending 1/6/2025 (Res. #677-2024)

Supervisor Kreider moved to pass **Resolution #677-2024** appointing Kosta Kontanis to the Zoning Hearing Board to end 1/6/2025. Chairman Lehman seconded the motion. All voted in favor; none opposed.

28. Resolution- Appoint Zoning Hearing Board Member- term to end 1/2/2029- (Res. # 678-2024)

Supervisor Kreider moved to approve **Resolution #678-2023** appointing Don Homsher to the Zoning Hearing Board to end 1/2/2029. Chairman Lehman seconded the motion. All voted in favor; none opposed.

29. Resolution- Appoint Alternate Zoning Hearing Board Member-term ending 1/5/2026 (Res# 679-2024)

Supervisor Kreider moved to approve **Resolution #679-2024** appointing John Hemperly as an alternate to the Zoning Hearing Board to end 1/5/2026. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

30. Set Zoning Hearing Board Members' Rate of Pay

Chairman Lehman moved to set the rate of pay for the Zoning Hearing Board members at \$40.00 per meeting. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

31. Set Zoning Hearing Board Solicitor's Rate of Pay

Supervisor Lucas moved to set the Zoning Hearing Board solicitor rate of pay limit at \$165.00 per hour. Chairman Lehman seconded the motion. All voted in favor; none opposed.

32. Appoint Planning Commission Member for a 4-year term to end 1/3/2028

Chairman Lehman moved to appoint Neil Friedly for a term of 4 years to the Planning Commission, term ending 1/3/2028. Supervisor Lucas seconded the motion. All voted in favor; none opposed

33.Appoint UCC Inspection Agency (1 of 2)

Supervisor Novak moved to appoint Commonwealth Code Inspection Services as the UCC inspection agency. Chairman Lehman seconded the motion. All voted in favor; none opposed.

34. Appoint UCC Inspection Agency (2 of 2)

Supervisor Novak moved to appoint Code Administrators, Inc, as the UCC inspection agency. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

35. Appoint Township Engineer

Vice-Chairman Haas moved that we appoint Mark Deimler/Solanco Engineering as the Township's Engineer. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

36. Appoint Alternate Engineer

Chairman Lehman moved to appoint Scott Hain/David Miller Associates as an alternate Engineer. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

37. Appoint Engineer for Municipal Separate Storm Sewer System (MS4)

Chairman Lehman moved that we appoint Hanover Engineering for Municipal Separate Storm Sewer System (MS4). Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

38. Appoint Sewage Enforcement Officer

Supervisor Lucas moved to appoint Mark Deimler/Solanco Engineering, as Sewage Enforcement Officer. Chairman Lehman seconded the motion. All voted in favor; none opposed.

39. Appoint Alternate Sewage Enforcement Officer

Chairman Lehman moved to appoint Douglas Cwienk/David Miller Associates as alternate Sewage Enforcement Officer. Supervisor Kreider seconded the motion. All voted in favor; none opposed.

40. Appoint Township Solicitor

Vice-Chairman Haas moved to appoint Dethlefs, Pykosh and Murphy as the Township's solicitor. Chairman Lehman seconded the motion. All voted in favor; none opposed.

41. Appoint Open records Officer

Vice-Chairman Haas moved to appoint Mike Pykosh of Dethlefs, Pykosh and Murphy as our Open Records Officer. Chairman Lehman seconded the motion. All voted in favor; none opposed.

42. Appoint Emergency Management Coordinator

Chairman Lehman moved to appoint Mike Hall as Emergency Management Coordinator. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

43. Appoint Deputy Emergency Management Coordinator

Chairman Lehman moved to appoint John Michener as our Deputy Emergency Management Coordinator. Supervisor Novak seconded the motion. All voted in favor; none opposed.

44. Appoint Assistant Emergency Management Coordinator

Chairman Lehman moved to appoint Bill Birchall as the Township's Assistant Emergency Management Coordinator. Supervisor Lucas seconded the motion. All vote in favor; none opposed.

45. Appoint Real Estate Tax Collector

Supervisor Novak moved to pass **Resolution #680-2024**, a resolution to appoint the County of Lancaster, PA as real estate tax collector. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

46. Appoint Vacancy Board Chair for 2024

Chairman Lehman moved to appoint Frank Cazillo as Vacancy Chair for 2024. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

47. Appoint Member of LIMC (Lancaster Intermunicipal Committee)

Supervisor Lucas moved to appoint Jeff Kreider as the Township's member to the Lancaster Intermunicipal Committee. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

48. Appoint Township Supervisor, Tom Haas, to part-time Road Crew employee

Chairman Lehman moved to appoint Township Supervisor Tom Haas as a part-time township employee with the road crew. Supervisor Novak seconded the motion. All voted in favor; none opposed.

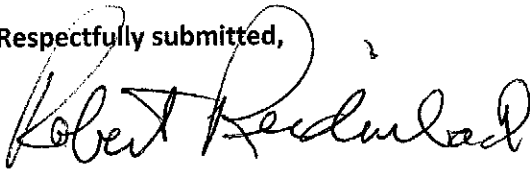
NEW BUSINESS:

1.(addendum) Hire James Roop for Part-Time Employment

Chairman Lehman moved to hire James Roop at a starting wage of \$21.00 per hour as a part-time road crew employee. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

Meeting adjourned at 6: 20 PM

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rob Reidenbach". The signature is fluid and cursive, with a large loop at the end.

Rob Reidenbach, Township assistant/recording secretary

*note: following the meeting's adjournment, Justice Benner swore in:

Frank Cazillo-vacancy chair

Daren Huegel-auditor

Mark Meyer-zoning hearing board

Don Homsher-zoning hearing board

John Hemperly-alternate zoning hearing board

Kosta Kontanis-zoning hearing board

Mike Hall-emergency management coordinator

Rob Mellinger-zoning hearing board

Jason Kreider-zoning hearing board

Lequea Township Board of Supervisors Re-organization
meeting - January 2, 2024 - 6:00 pm
Lequea Township Municipal Bldg.

Sign In Sheet

Name & Address (Residents) / Name & Company (Others)

1. Della Kreider

2. Dean Evans

CNP

3. Frank Cazillo

4. Don Homsher

5. ~~Don Homsher~~

6. Aaron Parkk

7. DEVIN COOK

8. John Drouillard

DLD

for 2HB mtg.

9. Cheryl Drouillard

10. Micah Drouillard

11. Ryan Weaver

DLD

for 2HB mtg.

12. Dustin Landis

DLD

for 2HB mtg.

13. ~~STEPHEN S. WEAVER, ESQ.~~

Brad Sherr

Kim Sherr

Kendra Stupplee

John Hemperly