

**NORTH CODORUS TOWNSHIP**  
January 3, 2017

**BOARD OF SUPERVISORS**  
Reorganization Meeting

Supervisor Dennis Luckenbaugh  
Supervisor Rodney Shearer

Sharon M. Kerchner, Manager

**Motion** by Brenneman, second by Shearer, to appoint Township Manager Sharon Kerchner as Temporary Board Chairman. All members voted aye; motion carried.

Temporary Board Chairman Sharon Kerchner called the Reorganization meeting to order at 8:25 a.m.

**I. Re-Organization**

**A. Motion** by Luckenbaugh, second by Shearer, to nominate Nelson Brenneman as Board Chairman for 2017, and to close Nominations. All members voted aye; motion carried. Chairman Brenneman conducted the rest of the meeting.

**B. Motion** by Shearer, second by Brenneman, to nominate Dennis Luckenbaugh as Board Vice Chairman for 2017, and to close Nominations. All members voted aye; motion carried.

**C. Motion** by Luckenbaugh, second by Shearer, to appoint (Agenda items D through K) Sharon M. Kerchner as Township Manager and Secretary; Esther R. Clark as Assistant Township Secretary; Melissa M. Altland as Township Treasurer; Sharon M. Kerchner as Assistant Township Treasurer; Keith J. Hunnings as Zoning Officer / Building Code Official; Eric Swiger as Assistant Zoning Officer; Rodney Shearer as Road Master; Buchart Horn as the Township Engineer. All members voted aye; motion carried.

**D. Motion** by Luckenbaugh, second by Shearer, to appoint MPL Law Firm, Andrew Miller, as Township Solicitor. All members voted aye; motion carried.

**E. Motion** by Luckenbaugh, second by Shearer, to appoint Keith J. Hunnings as Sewage Enforcement Officer and Eric Swiger as Alternate SEO for 2017. All members voted aye; motion carried.

**F. Motion** by Shearer, second by Luckenbaugh, to appoint Commonwealth Code Inspection Services as the Building Inspector. All members voted aye; motion carried.

**G. Motion** by Shearer, second by Luckenbaugh, to appoint Carlene Stough as Emergency Management Coordinator for 2017 and David Meiler as Assistant EMA Coordinator. All members voted aye; motion carried.

**H. Motion** by Shearer, second by Luckenbaugh, to approve Resolution #01-01-2017, Appointment of Banking Depositories as follows:

- i. Fulton Bank
- ii. BB&T Bank

All members voted aye; motion carried.

**I. Motion** by Shearer, second by Luckenbaugh, to set the Mileage Reimbursement Rate to compensate Supervisors and Township Employees for the authorized use of their personal vehicles at a rate equal to the IRS Mileage Allowance rate as adjusted throughout the year – currently \$0.535 per mile. All members voted aye; motion carried.

**J. Motion** by Shearer, second by Brenneman, to appoint Dennis Luckenbaugh as the Voting Delegate to the Convention of the Pennsylvania State Association for Township Supervisors. All members voted aye; motion carried.

**Motion** by Brenneman, second by Shearer, to appoint Sharon Kerchner as the Alternate Delegate to the Convention of the Pennsylvania State Association for Township Supervisors. All members voted aye; motion carried.

**K. Motion** by Luckenbaugh, second by Shearer, to set the Treasurer and Assistant Treasurer's Bond each at \$500,000. All members voted aye; motion carried.

L. **Motion** by Shearer, second by Luckenbaugh, to appoint Carldene Stough as Vacancy Board Chairman. All members voted aye; motion carried.

M. **Motion** by Luckenbaugh, second by Shearer, to appoint Duane R. Kerstetter, existing Member of the Zoning Hearing Board to a 3-year term expiring 12/31/2019, Michael E. Harrell, existing member of the Planning Commission to a 5-year term expiring 12/31/2021, Mark E. Miller existing member of the Recreation Board to a 5-year term expiring 12/31/2021, Rick L. Lint existing member, to the Southwestern Regional Police Commission Board for a 2-year term that expires first Monday in 2019, and to appoint the following to the Ag Security Board:

1. Dennis G. Luckenbaugh
2. Nelson R. Brenneman
3. Thomas W. Waltersdorff
4. Peter E. Byrnes
5. Michael N. Krebs

All members voted aye; motion carried.

N. **Motion** by Shearer, second by Luckenbaugh, to appoint Larry Wildasin as Township Fire Chief. All members voted aye; motion carried.

O. **Motion** by Shearer, second by Luckenbaugh, to approve the Fire Police roster for 2017, as attached. All members voted aye; motion carried.

P. **Motion** by Shearer, second by Luckenbaugh, to appoint Nelson Brenneman as the Delegate and Keith Hunnings as the Alternate to the Local Government Advisory Committee. All members voted aye; motion carried.

Q. **Motion** by Luckenbaugh, second by Shearer, to appoint Dennis Luckenbaugh as the Delegate and Rodney Shearer as the Alternate to York County Tax Collection Committee & York Adams Tax Bureau. All members voted aye; motion carried.

R. **Motion** by Luckenbaugh, second by Shearer to approve the non-uniform benefits for 2017 as stated in the Personnel handbook. All members voted aye; motion carried.

**II. Announcement** – Executive session was held on December 29, 2016 about Personnel.

**Motion** by Shearer, second by Luckenbaugh, to hire Samuel Napier for fulltime employment, 60% Public works and 40% Waste Water Treatment plant, at the starting rate of \$20,00 per hour, with a 6 month probation period. All members voted aye; motion carried.

**Motion** by Luckenbaugh, second by Shearer, to request when a Board of Supervisor **works** for the township, that the pay rate remains at \$18.00/hr. All members voted aye; motion carried.

**III. Minutes**

**Motion** by Shearer, second by Luckenbaugh, to approve the minutes of the regular meeting of December 20, 2016. All members voted aye; motion carried.

**IV. General Public Comment**

None at this time.

**IV. Old Business**

None at this time.

**V. New Business**

A. PSATS Annual Conference, April 23-26, 2017 – **Motion** by Shearer, second by Luckenbaugh, to authorize the Township staff and elected officials to attend. All members voted aye; motion carried.

B. Ag Security Area (ASA) 7 year review.

**Motion** by Luckenbaugh, second by Shearer, to have discussion on Ag Security update.

I. Authorize to advertise meeting dates.

- II. Authorize someone to take Minutes.
- III. Contact Atty Andy Miller, to assist with the review, make certain it is done correctly.
- IV. Dennis Luckenbaugh and Esther Clark will work together on the updates. To be tabled until February 21, 2017 meeting.

C. Glatfelter Memorial Library – new Director threw out our copy of the Code book (\$100.00 value). Motion by Brenneman, that we do not give Allocation this year, because of this action. After discussion, Mr. Brenneman redacted his motion. **Motion** by Luckenbaugh, second by Brenneman, to deduct the value of the book, \$100.00 from their annual allocation. All members voted aye; motion carried.

VI. **Announcements**

- A. Elected Auditor's Meeting – January 4, 2017, @ 8:30 a.m.
- B. SWRPD Board Meeting – January 11, 2017, at Headquarters, 7 p.m.
- C. Rec. Board Meeting – January 23, 2017 @ 7 p.m.
- D. Planning Commission Meeting – January 24, 2017 @ 7 p.m.
- E. SWRPD Board Meeting – February 8, 217 at Headquarters @ 7 p.m.
- F. Board of Supervisors Meeting – February 21, 2017 @ 7 p.m.

**Motion** by Shearer, second by Luckenbaugh, to adjourn. All members voted aye; motion carried. The meeting adjourned at 9:30 a.m.

Respectfully submitted,

Sharon M. Kerchner,  
Township Secretary/Manager