

Acting Chairman Nelson Brenneman called the re-organization meeting to order at 8:00 a.m. with the following in attendance:

Supervisor Dennis Luckenbaugh
Supervisor Denny Ilyes

Sharon M. Kerchner, Manager
Apprx. 6 Citizens

I. **Announcement** – Executive session was held on Dec. 28, 2020 for Personnel and an Applicant Interview.

A. **Motion** by Luckenbaugh, second by Brenneman, to hire Jeffrey Martz at a starting rate of \$25.00/hr., for a full-time Zoning/BCO/Plan Administrator, effective Jan. 13, 2021 and to notify South Penn Code Consultants to continue service during the transitional period through Jan. 29, 2021. Luckenbaugh also noted that the hourly rate we were paying SPCC for Zoning/BCO services was \$45.00. Two members voted aye; Ilyes opposed; motion carried. Mr. Ilyes commented his reason is that he doesn't feel there is enough work for a full-time zoning officer, and that we are talking two different pay scales with a zoning officer / office secretary, but you voted to combine it.

II. **Reorganization** – Board of Supervisors

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

B. **Motion** by Luckenbaugh, second by Ilyes to nominate Nelson Brenneman as Board Chairman and to close nominations. All members voted aye; motion carried. The meeting was turned over to the Chairman.

C. **Motion** by Ilyes, second by Brenneman, to nominate Dennis Luckenbaugh as Board Vice Chairman and to close nominations. All members voted aye; motion carried.

III. **Administrative Appointments**

A. **Motion** by Luckenbaugh, second by Ilyes, to appoint Sharon M. Kerchner as Township Manager and Secretary; to appoint Melissa Altland as Assistant Township Secretary; to appoint Melissa Altland as Treasurer; to appoint Sharon Kerchner as Assistant Treasurer. All members voted aye; motion carried. (Agenda items A-D)

E. **Motion** by Luckenbaugh, second by Ilyes, to appoint South Penn Code Consultant, Keith J. Hunnings as Interim Zoning Officer / Building Codes Official through 1/29/2021 and to appoint Eric Swiger as Assistant Interim Zoning Officer / Building Codes Official through 1/29/2021. All members voted aye; motion carried. (Agenda items E-F)

G. **Motion** by Luckenbaugh, second by Brenneman, to appoint Jeffrey Martz as Zoning Officer / BCO / Plan Administrator. Two members voted aye; Ilyes opposed, motion carried.

H. **Motion** by Luckenbaugh, second by Ilyes, to appoint Nelson Brenneman as Road Master. All members voted aye; motion carried.

I. **Motion** by Ilyes, second by Luckenbaugh, to appoint Buchart Horn Inc., to serve as Township Engineer. All members voted aye; motion carried.

J. **Motion** by Ilyes, second by Luckenbaugh, to appoint MPL Law Firm to serve as Township Solicitor. All members voted aye; motion carried.

K. **Motion** by Ilyes, second by Luckenbaugh, to appoint Keith J. Hunnings as Sewage Enforcement Officer and Eric Swiger as Alternate; All members voted aye; motion carried.

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

M. **Motion** by Luckenbaugh, second by Ilyes, to appoint C.R. Lloyd as Emergency Management Coordinator; All members voted aye; motion carried.

N. **Motion** by Luckenbaugh, second by Ilyes, to appoint Thomas W. Waltersdorff as the Vacancy Board Chairman. All members voted aye; motion carried.

O. **Motion** by Ilyes, second by Brenneman, to appoint Dennis Luckenbaugh as Township representative to the Northern York County Regional Police Commission Board. All members voted aye; motion carried. **Motion** by Brenneman, second by Luckenbaugh, to appoint Denny Ilyes as Alternate. All members voted aye; motion carried.

P. **Motion** by Brenneman, second by Ilyes, to appoint Tim Carr as NCT Fire Chief-12. All members voted aye; motion carried.

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

R. **Motion** by Ilyes, second by Luckenbaugh, to appoint Sharon M. Kerchner as Delegate and Melissa Altland as the Alternate Delegate to the Local Government Advisory Committee. All members voted aye; motion carried.

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

T. **Motion** by Luckenbaugh, second by Ilyes, to set the Treasurer's and Assistant Treasurer's Bond each at \$500,000.00. All members voted aye; motion carried.

U. **Motion** by Ilyes, second by Luckenbaugh, to set the Non-Uniform benefits for 2021 as stated in the Personnel Handbook. All members voted aye; motion carried.

V. **Motion** by Ilyes, second by Luckenbaugh, to set pay rates for Non-Uniform Employees in accordance with the Employee evaluations and the 2021 Budget. All members voted aye; motion carried.

W. **Motion** by Ilyes, 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 at \$0.56 per mile. All members voted aye; motion carried.

X. **Motion** by Luckenbaugh, second by Ilyes, to appoint existing member Wayne Jacoby to a 3-year term expiring 12/31/2023 for the Zoning Hearing Board. All members voted aye; motion carried.

Y. **Motion** by Ilyes, second by Brenneman, to appoint existing member Rick Kessler, of the Planning Commission to a 5-year term expiring 12/31/2025. All members voted aye; motion carried. **Motion** by Luckenbaugh,

second by Ilyes, to appoint new member Scott Meckley Jr. of the Planning Commission to serve Bob Nedzel remaining term of 2-years expiring 12/31/22. All members voted aye; motion carried.

Z. **Motion** by Ilyes, second by Luckenbaugh, to appoint existing member Les Scrivens of the Recreation Board to a 5-year term expiring 12/31/2025. All members voted aye; motion carried.

IV. **Commissions and Board Appointments:**

A. **Motion** by Ilyes, second by Luckenbaugh, to appoint the following to the Ag Security Board:
1. Nelson R. Brennehan, Chairman 2. Thomas W. Waltersdorff, 3. Peter E. Byrnes, 4. Michael Krebs and 5. Billy Myers. All members voted aye; motion carried.

B. **Motion** by Luckenbaugh, second by Ilyes, Resolution# 01-01-2021 appointment of Fulton Bank as the Township's Banking Depositories. All members voted aye; motion carried.

C. **Motion** by Ilyes, second by Luckenbaugh, Resolution# 01-02-2021 setting of various fees for 2021. All members voted aye; motion carried.

D. **Motion** by Ilyes, second by Luckenbaugh, to approve Fire Police Roster for 2021. All members voted aye; motion carried.

V. **Minutes**

A. **Motion** by Luckenbaugh, second by Ilyes, to approve Regular Meeting minutes held December 1, 2020 and the Recessed meeting held Dec. 7, 2020. All members voted aye; motion carried.

VI. **General Public Comments**

A. Willa Lefever thanked the BOS for the willingness to engage with the community and to create unity and harmony, a real sense of "Us".

B. Todd Zeigler – Just for clarification, South Penn will be doing SEO only, as of Jan. 29, 2021, that is correct. Mr. Zeigler also stated that on October 30th it was approved to advertise for a part-time position, when did the Board decide to hire a full-time Zoning/BCO and was it discussed at a public meeting? Manager Kerchner responded that she received an inquiry about the position before having the chance to advertise. Mr. Martz contacted me via email after reading about the position from our October minutes. Discussion in regards to the possibility of hiring a full-time zoning position was held during the December regular meeting, followed by a recessed meeting held on December 07, 2020.

C. Rodney Shearer- Just a follow up on whether any of the Supervisors were able to make contact with our Representatives; to provide an audit regarding the Election results? Supervisor Ilyes noted he did not have a chance; that December is the busiest month of the year; he will try to get in contact with Seth Grove next week.

D. SG-EMS Chief Jackie Heffner gave December's call report. It has been discussed to have both Spring Grove & Tri-Community Ambulance companies to attend our February regular meeting for an open discussion regarding service for North Codorus Township.

VII. **Old Business**

Motion by Luckenbaugh, second by Ilyes, approve to lease (farm) land to Nelson Brenneman at the rate of \$25.00. Two members voted aye; Brenneman abstained; motion carried.

VIII. Supervisor Luckenbaugh gave December's Police Report

Rodney Shearer asked where is NCT with regards to the SWRPD dissolution? Mr. Ilyes stated that the last meeting was held on December 23rd, and the dissolution was signed by all municipal members. All final bills were to be paid and any remaining balance to be transferred to Heidelberg Township to renew tail insurance if needed. Manager Kerchner will confirm this information.

IX. **New Business**

A. **Motion** by Luckenbaugh, seconded by Ilyes, to authorize staff & elected officials to attend PSATS Annual Conference April 18-21, 2021. All members voted aye; motion carried.

B. PSATS U/C Trust Fund – NCT received a dividend for 2019 in the amount of \$371.55

C. The Recycle Grant Application has been submitted for 2019

X. **Announcements**

A. Board of Supervisors meeting will be held on February 2, 2021 @ 7 p.m.

B. NYCPC Board will meet on February 16, 2021 @ 7 p.m. at Headquarters

C. Recreation Board will meet on February 22, 2021 @ 7 p.m.

D. Planning Commission will meet on February 23, 2021 @ 7 p.m.

Mr. Brenneman reported about the Joseph Rd culvert replacement; he was on site several times to watch; it had taken from 8:00 am to 1:00 pm just to get 1 piece of the box installed; Monarch showed them how to set the wingwalls; not very satisfied with this contractor and not too sure if he would consider the company in the future.

Motion by Luckenbaugh, second by Ilyes, to adjourn. All members voted aye; motion carried. The meeting adjourned at 9:07 a.m.

Respectfully submitted,

Sharon M. Kerchner, Township Secretary/Manager