

NORTH CODORUS TOWNSHIP
December 6, 2022

BOARD OF SUPERVISORS

Chairman Dennis Ilyes called the regularly scheduled meeting to order at 7:00 p.m. Supervisors present: Dennis Luckenbaugh and Jackson LeVault. Present on behalf of the Township: Asst. Twp. Manager Melissa Altland, Zoning Officer Jeffrey Martz, and Solicitor John Miller, also present: Recording Secretary and nine citizens.

I. Announcements

An Executive Session was held at 6:30 p.m. tonight to discuss personnel matters. Mr. Ilyes gave an update on Manager Sharon Kerchner's situation. Essentially, it's unknown if she's going to be able to return to her duties. The Supervisors suggested pay raises for Melissa Altland and Jeff Martz to compensate them for the extra work they've been doing in Mrs. Kerchner's absence retroactive October 24, 2022. **Motion** by Luckenbaugh, second by LeVault, to increase Mrs. Altland's wage to \$30/hour and Mr. Martz's to \$29.14/hour. The Board will address this issue again if Mrs. Kerchner doesn't return. All members voted aye; motion carried.

II. Agenda

Nothing to add.

III. Minutes

Motion by LeVault, second by Luckenbaugh, to approve the minutes of the meeting of November 1, 2022. All members voted aye; motion carried.

IV. Treasurer's Report

A. **Motion** by Luckenbaugh, second by LeVault, to approve the Treasurer's Report for November 2022 as presented. All members voted aye; motion carried.

V. General Public Comment

Nothing at this time.

VI. Fire Company Report

Tim Carr gave the fire company report for November 2022.

Scott Zeigler gave the update on the Tri-Community Ambulance Club. Wellspan will be staffing the building 24/7. Details are being work out. This will be a win for the community if there's an ambulance available 24/7.

VII. Permits, Plans, and Modules

Nothing at this time.

VIII. Administrative Reports

A. Supervisors' Reports

1. Mr. Luckenbaugh gave the police report for November 2022. Grant for \$4.5M received for new building!

2. Public Works - first round of leaf collection is complete. The leaf truck was taken back to Diesel Pro on November 18 for the same issue.

The Explorer needed new tires and shocks to pass inspection. **Motion** by LeVault, second by Luckenbaugh, to ratify spending \$1755.66 for tires and shocks for the Explorer. All members voted aye; motion carried.

Boom mowing has begun. Road crew has started filling in along the sides of roads that were paved.

B. Manager's Report

1. **Motion** by Luckenbaugh, second by LeVault, to adopt the 2023 Budget as presented. All members voted aye; motion carried.

2. **Motion** by LeVault, second by Luckenbaugh, to adopt Resolution 15-12-2022, setting the annual junkyard license for 2023 at \$1500.00 All members voted aye; motion carried.

3. **Motion** by LeVault, second by Luckenbaugh, to adopt Resolution 16-12-2022 reducing the fire hydrant tax rate to .018 mils (from .020). All members voted aye; motion carried.

4. **Motion** by Luckenbaugh, second by LeVault, to authorize the advertisement of the 2023 meeting schedule. All members voted aye; motion carried.

5. **Motion** by LeVault, second by Luckenbaugh, to advertise the Reorganization and Elected Auditors' meetings for January 3 and 4, 2023, respectively. All members voted aye; motion carried.

6. **Motion** by Luckenbaugh, second by LeVault, to renew the annual maintenance contract with Winter Engine/Generator. All members voted aye; motion carried.

7. **Motion** by LeVault, second by Luckenbaugh, to hire Diversified to manage the sewer bills at a cost of \$630/quarter plus one-time set-up fee of \$250. (Diversified is less expensive than the previous supplier.) All members voted aye; motion carried.

8. The fuel computer is no longer working, which means that the fuel pumps work, but no reports can be downloaded. Mrs. Altland has requested a quote from S & W. Stand by.

C. Engineer's Report

Nothing at this time.

D. Solicitor's Report

Nothing at this time.

IX **Old Business**

A. **Motion** by Luckenbaugh, second by LeVault, to award the *mowing* bid to McCabe's Lawn and Landscaping Company. All members voted aye; motion carried. Change the term to January 1 to December 31.

B. **Motion** by LeVault, second by Luckenbaugh, to award the *chemical* bid to Univar. All members voted aye; motion carried.

C. **Motion** by Luckenbaugh, second by LeVault, to award the *sludge hauling* bid to Kline's. All members voted aye; motion carried.

D. The sewer loan was settled on December 1.

XI. **New Business**

- A. Comcast franchise revenue for the 3rd quarter is \$30,028.36.
- B. State Police fines revenue: \$2,568.21
- C. Received additional winter service revenue for 2021/2022 in the amount of \$1,341.14.
- D. Keller Brown Liability Insurance Renewal -- \$53,462.00.
- E. KMIT (workers' comp) renewal -- \$10,916.00.
- F. Received surety bond from Republic Services for 2023.
- G. General Code – Jeff Martz sent updates.
- H. Tri-Community Ambulance Club closed on November 30. Wellspan is moving into the building (see information in the Fire Company report above). **Motion** by LeVault, second by Luckenbaugh, to close Tri-Community's fuel account and relieve the Club of paying the final fuel bill. All members voted aye; motion carried.
- I. **Motion** by LeVault, second by Luckenbaugh, to have the septic tanks cleaned (Township building and Fire Company). All members voted aye; motion carried.
- J. **Motion** by LeVault, second by Luckenbaugh, to *table* adding chemical pumps to the WWTP and PS, at a cost of approximately \$8900, in order to obtain more information. All members voted aye; motion carried.

XII. **Announcements**

- A. The Board of Supervisors will meet for Reorganization on Tuesday, January 3, 2023, at **8 a.m.**
- B. The Elected Auditors will meet on January 4, 2023, at 8 a.m.
- C. Northern York County Regional Police Commission will meet on December 20, 6 p.m., at headquarters.
- D. Planning Commission will **not** meet in December.
- E. Zoning Hearing Board will meet on December 15, 7 p.m.

Kim Altland clarified the date of the Reorganization meeting and why it's moved to January 3.

Motion by LeVault, second by Luckenbaugh, to adjourn. All members voted aye; motion carried. The meeting adjourned at 7:34 p.m.

Respectfully submitted,

Melissa Altland,
Assistant Township Secretary/Manager

Julie B. Maher,
Recording Secretary