

EAST HEMPFIELD TOWNSHIP BOARD OF SUPERVISORS
ANNUAL ORGANIZATIONAL and MEETING AGENDA
Tuesday, JANUARY 3, 2017, 4:30 P.M.

1. **4:30 p.m.** - Call to Order after a moment of silence and the Pledge of Allegiance
2. **Public Comments** (non-agenda items only)
3. **Reorganization of Board**
 - Chairman
 - Vice-Chairman
4. **Appointments by Motion (Staff, Boards, Commissions, Committees)**
 - A. Staff (annual appointments)
 - Manager /Secretary/Treasurer– Robert Krimmel
 - Asst. Manager/Asst. Secretary/Asst. Treasurer – Cindy Schweitzer
 - Chief of Police – Stephen Skiles
 - Director of Finance – Joseph Robinson
 - Director of Development Services/Stormwater Management Officer/Zoning Officer – Jon Beck
 - Director of Public Works – Perry Madonna
 - B. Emergency Management Coordinator – Diane Garber (annual reappointment consideration)
 - C. Vacancy Board (1 yr. term until 12/31/2017)
 - Diane Moore (reappointment consideration)
 - D. Water Authority (5 yr. term until 12/31/2021)
 - Glenn Eshleman (reappointment consideration)
 - E. Building Code & Property Maintenance Board of Appeals (5 yr. term until 12/31/2021)
 - Earnest Rojahn (reappointment consideration)
 - F. Industrial Development Authority (5 yr. term until 12/31/2021)
 - Dennis Gehringer (reappointment consideration)
 - G. Lancaster Area Sewer Authority (5 yr. term until 12/31/2021)
 - Nicholas Sahd (reappointment consideration)
 - H. Fire Services Committee (5 yr. term until 12/31/2021)
 - 2017 vacancy (Willard Landis declined to continue. The Committee has not met since 2013.)
 - I. Planning Commission (4 yr. term until 12/31/2020) – 2 positions
 - Andy Weaver (reappointment consideration)
 - Linda DiPerna or Brian Biggs (both currently alternates) or Brent Detter (expressed interest)
 - J. Township Engineer (annual appointment)
 - RAV Associates, Landisville (Township Engineer)
 - McCormick Taylor, Harrisburg (Township Traffic Engineer and Alternate Township Engineer)
 - K. Township Solicitor and Special Legal Counsel (annual appointments)
 - Blakinger Thomas PC (general council)
 - Reager & Adler PC (special land use issues)
 - Campbell, Durrant & Beatty PC (special labor counsel for administration)
 - Brubaker Connaughton Goss & Lucarelli LLC (labor council and special projects)
 - L. Pension Fund Actuary (annual appointment)
 - Uninvest/The Trollinger Consulting Group, Allentown
 - M. Appointment of Smith, Elliot and Kerns to perform the 2016 Township Audit

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- N. Acceptance of the follow professional rate schedules:
- RAV Associates (township engineer) – enclosed
 - McCormick Taylor (traffic engineer & alternate township engineer) – no change
 - Blakinger Thomas (township solicitor) – enclosed
 - Brubaker Connaughton Goss & Lucarelli LLC (labor council and special projects) – no change

5. Resolutions

- A. Sewage Enforcement Officer (SEO) appointment and fee schedule (resolution #17-01)
- David Lockard as SEO and Marvin Stoner as alternate SEO – 1 yr appt. thru 12/31/2017
- B. Employee Contributions- Non-Uniform Pension Fund - Resolution #17-02
- C. Zoning Hearing Board (5 year term until 12/31/2021) - Resolution #17-03
Andrew Loose (reappointment consideration)

6. Authorizations/Approvals/Motions

- A. 2017 PSATS Convention (to be held April 23rd – 26th, 2017 @ Hershey)
- Voting delegate
 - Alternate voting delegate
- B. 2017 Employee Holiday schedule – 9 holidays/4 personal days
- C. Approval of Banks for deposit of Township funds
- First National Bank
 - PA Local Government Investment Trust
 - Any bank located within East Hempfield Township
- D. Establish Treasurer's Bond in the amount of \$1,000,000.00
- E. Fund Raising Activities for Volunteer Fire Companies
- Approve fund raising activities provided those activities fall within the by-laws of the Fire Companies & they do not violate any local, state or federal laws.
- F. Bi-weekly Pay Period for Employees
- G. Invoice Payment Dates
- Establish invoice payments for 1st and 3rd weeks of each month.
 - All invoices shall be approved at regular meetings with the exception of operating invoices, which shall be paid when due in order to avoid penalties.
- H. Preservation of Farmland resolution – Acknowledgement of Resolution #13-07 designating the Boards historical and current intention to protect farmland and to protect and promote agriculture and agricultural businesses in East Hempfield Township; to preserve prime agricultural farmland, and to preserve both the rural and agricultural character of the areas of the Township generally referred to as North of 283.

8. Supervisor Committee Appointments/Goals (2016 existing assignments and goals)

- Administration/Personnel – Russell/Brubaker Planning & Development – Wigglesworth/Bingham
- Finance – Brubaker/Russell Public Safety – LeFevre/Wigglesworth
- Parks & Recreation – Bingham/Brubaker Public Works – Russell/LeFevre
- Stormwater (MS4 Concerns) – Russell/Bingham Traffic Commission – Russell/Bingham/LeFevre
- 2017 Board goals

9. Consent Agenda

- a) Approval of minutes: December 21, 2016
- b) Payment of bills: 12/23/2016 – 1/3/2017

10. Other Business

- a) LUAB – Discussion, and 2017 appointment if appropriate
- b) C.M. High street light contract for 2017 (no rate change from 2016)
- c) Growing Greener Grant Plus program support resolution #2017-04
- d) Homestead letter re: trash services

11. Adjournment