

The 2325<sup>th</sup> reorganizational meeting of the Upper Leacock Township Board of Supervisors was held on Monday, January 4, 2021 at 7:05 p.m. Chairman Ron Simmons and Vice Chairman Harold J. Leaman were present. John Leen, Public Works Director was present. Present via Zoom were Supervisor Nelson Bard; and Attorney William Cassidy.

Chairman Simmons called the meeting to order and then asked all present to rise and recite the Pledge of Allegiance.

**Reorganization:**

On a motion by Supervisor Bard and seconded by Vice Chariman Leaman, *Ron Simmons* was **appointed** Chairman of the Supervisors.

On a motion by Supervisor Bard and seconded by Vice Chariman Leaman, *Harold J. Leaman* was **appointed** Vice-Chairman of the Supervisors.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Michael H Morris* was **appointed** as Township Manager/Secretary/Treasurer.

On a motion by Supervisor Bard and seconded by Vice Chariman Leaman, *Appel and Yost LLP* was **appointed** Township Solicitor for the year 2021.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Retnew* was **appointed** Township Engineer for the year 2021.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Resolution 2021-01* was **adopted** appointing Maher Duessel to audit all Township accounts for year 2020.

On a motion Supervisor Bard and seconded by Vice Chariman Leaman, the following *depositories* were **appointed**:

- A. PNC Bank
- B. Fulton Bank
- C. BB&T
- D. Pennsylvania Local Government Trust (PLGIT)
- E. Univest

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, the first and third Thursday nights at 6:30 p.m., at the Upper Leacock Township Community Building, were **designated** for Board of Supervisors meetings unless otherwise advertised.

On a motion by Supervisor Bard and seconded by Vice Chariman Leaman, the Treasurer's Bond in the amount of \$750,000 to be purchased through BCF Group Insurance Agency was **approved**.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, Mark Deimler, Solanco Engineering was **appointed** as the Upper Leacock Township *Sewage Enforcement Officer* and Lisa Boyd Assistant Zoning Officer as the alternate Sewage Enforcement Officer.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Resolution 2021-02* was **adopted** for fees for on-lot sewage systems, the cost of zoning permits until such time that changes are necessitated by the Statewide Building Code, miscellaneous bank fees, and fees associated with enforcement of alarm ordinance.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, the *Special/Fire Police* are hereby granted **permission** to control crowds and direct traffic at accidents or any other place where traffic needs controlling, or in case of an emergency, by orders of Fire Chief, Police Chief, or Supervisors. The names of the Special/Fire Police as submitted by the Fire Chiefs of Bareville and Upper Leacock Fire Companies (either separately or jointly) to be approved where the need arises. (The lists of Reserve Fire Police are attached).

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, *Resolution 2021-03* was **adopted** appointing H. Charles Benner to a one year term as Chairperson of the Vacancy Board beginning January 4, 2021 and ending December 31, 2021.

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, the following was **approved**: "We the Supervisors of Upper Leacock Township hereby grant authorization to the members of the Bareville and Upper Leacock Fire Companies and New Holland Ambulance to engage in fund raising activities, such as fairs, carnivals, bingo, banquets, barbecues, donkey baseball games, and other similar fund raising activities of the Fire Company (Ambulance Corps) that the chief officers deem necessary for the efficient operation of the Company. Authorization is granted to the respective fire chiefs to activate fire police at fire company functions. Authorization is also granted for the Fire Company, Ambulance Corps, Rescue Squad, and Fire Police to participate in mutual aid, in-house firemen's training, training schools, conventions, meetings and civic functions of the type customarily attended by and participated in by Volunteer Fire Company members. Furthermore, New Holland Ambulance Association is authorized to provide transportation of patients and emergency medical care in Upper Leacock Township."

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, the following was **approved**: "We the Supervisors of Upper Leacock Township hereby grant authorization to the Fire Chiefs of Bareville and Upper Leacock Fire Companies or other officer in charge at the scene of an EMERGENCY to deputize a bystander providing the bystander is willing to render assistance requested by said officer to lend assistance in the emergency as a member of this Fire Company or Fire Department. By this act of deputizing a bystander it is understood that he shall become eligible for all the benefits available to other members of this Fire Company or Fire Department should he suffer an injury or illness as a result of his voluntary service. In order to be eligible for such benefits he must have been specifically requested or authorized to participate by the Fire Chief or other officer in charge at the scene of the emergency".

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, *Resolution 2021-04* was **adopted** appointing Levi H. Charles to a three year term as a member of the Upper Leacock Township Zoning Hearing Board beginning January 1, 2021, and ending December 31, 2023.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Resolution 2021-05* was **adopted** appointing Michelle Hoover to a four year term as a member of the Planning Commission Board beginning January 1, 2021, and ending December 31, 2024.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Resolution 2021-06* was **adopted** appointing Wilmer Musser to a five year term as a member of the Upper Leacock Township Municipal Authority beginning January 1, 2021 and ending December 31, 2021.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Michael H Morris* was **certified** as the voting delegate at the 2021 State Association Annual Conference.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Mark Deimler*, Solanco Engineering, was **appointed** as the Zoning Officer for Upper Leacock Township for 2021.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Mark Deimler*, Solanco Engineering, was **appointed** as the Building Code Official for Upper Leacock Township for 2021.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Associated Building Inspections, Inc.* and *Code Administrators, Inc.* were **appointed** as the building code inspectors for commercial inspections and *Associated Building Inspections, Inc.* was **appointed** as the building code inspectors for residential inspections for 2021.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Michael H. Morris* was **appointed** as the Right to Know Officer for Upper Leacock Township for 2021.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Robert Sisko*, Morgan, Hallgren, Crosswell, and Kane, was **appointed** as the Zoning Hearing Board solicitor for 2021.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, the following *holidays* were **approved** for 2021: New Year's Day, Presidents' Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day, and a flexible day at Christmas and New Year's Day 2022.

*Dates and recommendations:*

New Year's Day	Thursday, January 1
Presidents' Day	Monday, February 15
Good Friday	Friday, April 30
Memorial Day	Monday, May 31
Independence Day	Observed Monday July 5
Labor Day	Monday, September 6
Veteran's Day	Wednesday, November 11
Thanksgiving	Thursday, November 25
Day after Thanksgiving	Friday, November 26
Flexible day at Christmas	Friday, December 24
Christmas Day	Monday, December 27
New Year's Day	Friday, December 31, 2021

Vice Chairman Leaman made a motion to **approve** the December 17, 2020 minutes with corrections. Supervisor Bard seconded the motion. The motion passed.

**Correction to Minutes from the December 17, 2020 minutes, the motion for *Barry Krick* of 292 Newport Road should read.**

*Supervisor Bard made a motion to release the Letter of Credit for the difference between \$44,850.34 and \$4,485.03. Vice Chairman Leaman seconded the motion. The motion passed.*

*Supervisor Bard made a motion to release the remaining \$4,485.03 contingent upon an As-Built Plan with certification of completion and infiltration test results for stormwater will need to be given as so stated in Rettew's letter dated November 17, 2020. Vice Chairman Leaman seconded the motion. The motion passed.*

**Recognition of Guests:**

None

**Public Comments:**

None

**Old Business:**

None

**New Business:**

**Community Building auctioneer Proposal:**

Solicitor Bill Cassidy of Appel and Yost said they will get the paperwork together for the sale. The information will include items such as sale terms, information on Environmental Phase 1 and lease information for Veritas and Steps to Success.

There will be days for inspection and on those days there will be information that will be handed out to the prospective buyers, such as the 1 year costs of electric and gas.

Supervisor Bard made a **motion to accept Martin and Rutt Auctioneer's as the auctioneer company for the sale of the Community Building.** Vice Chairman Leaman seconded the motion. The motion passed.

**Supervisors Concerns:**

The IT needs to be in GREAT working order at 161 Newport Road for the meetings.

**Solicitors Report:**

Solicitor Cassidy asked if the Board had seen the draft of the Parking Ordinance for Commercial vehicles. They had and will discuss at the next Board meeting.

**Payment of Bills:**

**December 9, 2020 to December 31, 2020**

GENERAL	\$163,017.27
WATER	\$348,966.93
SEWER	\$208,843.20
TOTAL	\$720,827.40

STATE/LIQUID FUELS PAYMENTS	\$5,068.04
PPL ELECTRIC	\$5,068.04

TOTAL GENERAL FUND RECEIPTS	\$50,359.31
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Vice Chairman Leaman made a motion to **pay** bills totaling \$720,827.40. Supervisor Bard seconded the motion. The motion passed.

**Correspondence:**

None

**Manager's Report:**

None

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, the meeting was **adjourned** at 8:24 p.m. The next meeting of the Board of Supervisors is scheduled for February 18, 2021 at 6:30 p.m. in the Community Building meeting room.

Respectfully Submitted,

A handwritten signature in black ink, reading "John F. Leen IV". The signature is written in a cursive style with a large, stylized "J" and "L".

John F Leen IV  
*Public Works Director*