

The 2337th reorganizational meeting of the Upper Leacock Township Board of Supervisors was held on Monday, January 3, 2022 at 6:30 p.m. Chairman Ron Simmons, present; Vice Chairman Harold J. Leaman, present; Supervisor Nelson Bard, present; Township Manager Michael H Morris, present and Secretary/Media Coordinator Joy Witmer, present.

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

On a motion by Supervisor Bard and seconded by Chairman Simmons, *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 Chairman Leaman, *Appel, Yost and Zee LLP* was **appointed** Township Solicitor for the year 2022.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Rettew* was **appointed** Township Engineer for the year 2022.

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, *Resolution 2022-01* was **adopted** appointing Maher Duessel to audit all Township accounts for year 2021.

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

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

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

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

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

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Resolution 2021-02* was **adopted** for the 2022 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 Supervisor Bard and seconded by Vice Chairman Leaman, 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. As listed in the agenda.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Resolution 2022-02* was **adopted** appointing H. Charles Benner to a one year term as Chairperson of the Vacancy Board beginning January 1, 2022 and ending December 31, 2022.

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 Vice Chairman Leaman and seconded by Supervisor Bard, 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/she shall become eligible for all the benefits available to other members of this Fire Company or Fire Department should he/she suffer an injury or illness as a result of his/her voluntary service. In order to be eligible for such benefits he/she 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 Vice Chairman Leaman and seconded by Supervisor Bard, *Resolution 2022-03* was **adopted** appointing James Glick to a three year term as a member of the Upper Leacock Township Zoning Hearing Board beginning January 1, 2022, and ending December 31, 2024.

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, *Resolution 2022-04* was **adopted** appointing Judy Hertzler to a four year term as a member of the Planning Commission Board beginning January 1, 2022, and ending December 31, 2025.

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, *Mark Deimler*, Solanco Engineering, was **appointed** as the Zoning Officer for Upper Leacock Township for 2022.

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, *Mark Deimler*, Solanco Engineering, was **appointed** as the Building Code Official for Upper Leacock Township for 2022.

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 residential inspections for 2022.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *William Howard* was **appointed** as the Fire Alarm Officer for Upper Leacock Township for 2022.

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, *Cody Hufford* was **appointed** as the Deputy Emergency Management Coordinator for Upper Leacock Township for 2022.

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 2022.

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, *Robert Sisko*, Morgan, Hallgren, Crosswell, and Kane, was **appointed** as the Zoning Hearing Board solicitor for 2022.

On a motion by Vice Chairman Leaman and seconded by Supervisor Bard, *Ralph Hutchinson* was **appointed** as the Conestoga Valley Region representative to the Lancaster County Tax Collections Board and *Jenna Seesholtz* as the alternate for 2022.

On a motion by Supervisor Bard and seconded by Vice Chairman Leaman, the following *holidays* were **approved** for 2022: 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:

Presidents' Day	Monday, February 21
Good Friday	Friday, April 15
Memorial Day	Monday, May 30
Independence Day	Monday July 4
Labor Day	Monday, September 5
Veteran's Day	Friday, November 11
Thanksgiving	Thursday, November 24
Day after Thanksgiving	Friday, November 25
Flexible day at Christmas	Friday, December 23
Christmas Day	Observed Monday, December 26
New Year's Day	Observed Monday, January 2, 2023

Supervisor Bard made a motion to **approve** the December 16, 2021 minutes with corrections. Vice Chairman Leaman seconded the motion. The motion passed.

Recognition of Guests:

Chairman Simmons presented Cindy Shenk with an appreciation plaque for her 6 years of service with the Upper Leacock Township Municipal Authority.

Public Comments:

None

Old Business:

None

New Business:

None

Zoning Officer Report:

Manager Morris will get clarification on the line of site on W. Main Street and Hoover Lane.

The property on Newport Rd. is starting to look better. Not as many cars out front.

Planning Commission:

None

Supervisors Concerns:

None

Solicitors Report:

Vice Chairman Leaman made a motion to **adopt** Ordinance No. 2022-01 Upper Leacock Township to regulate the parking of commercial and large vehicles as well as dumpsters on roads, streets, highways or rights-of-way within any residentially zoned district in Upper Leacock Township. Supervisor Bard seconded the motion. The motion passed.

Payment of Bills:

December 11, 2021 to December 30, 2021

GENERAL	\$181,660.63
WATER	\$13,887.12
SEWER	\$26,786.50
TOTAL	\$222,334.25

STATE/LIQUID FUELS PAYMENTS	\$5,872.07
PPL Electric	\$5,872.07

TOTAL GENERAL FUND RECEIPTS \$89,133.73

Supervisor Bard made a motion to **pay** bills totaling \$222,334.25. Vice Chairman Leaman seconded the motion. The motion passed.

Correspondence:

There were no additional comments on the Small Wireless Facilities Deployment Act of Jun 30, 2021. Further discussion on this will be at the February 17th, 2022 Board of Supervisors Meeting.

Manager's Report:

Supervisor Bard made a motion to **approve** the Proposal for Operational Evaluation of the Finance Department and Succession Planning for Finance Department Staff. Vice Chairman Leaman seconded the motion. The motion passed.

KC Signs brought a sign out for demonstration for the Supervisors to see the actual size and brightness. The Supervisors asked for a revised quote on the sign because they'd like a different design. This will be revisited at the February 17th, 2022 Supervisors meeting.

Vice Chairman Leaman made a motion to **approve** the proposal from Linc Morgan for a Mini Disc Golf Course at the Leola Community Park. Supervisor Bard seconded the motion. The motion passed.

Executive Session: 7:15 p.m.

Supervisor Bard made a motion to **approve** Compliant with CDC guidelines a maximum of 5 days Covid sick time for 2022, provided the employee is fully vaccinated, including a booster. Vice Chairman Leaman seconded the motion. The motion passed.

With a motion by Vice Chairman Leaman and seconded by Supervisor Bard, the meeting was **adjourned** at 8:05 p.m. The next meeting of the Board of Supervisors is scheduled for February 17, 2022 at 6:30 p.m. at the Upper Leacock Township Municipal Building.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Michael H Morris", with a long horizontal flourish extending to the right.

Michael H Morris
Township Manager