

UPPER LEACOCK TOWNSHIP
MEETING OF THE TOWNSHIP SUPERVISORS - #2361
January 2nd, 2024 – 6:30 P.M.

1. Call to order
2. Pledge of Allegiance
3. **Reorganizational Meeting** (see following agenda)
4. Minutes of the **December 21, 2023**, Supervisors meeting (**Motion to approve, approve with corrections, table, or disapprove the minutes of the previous meeting.**)
5. Recognition of Guests
6. Public Comments
7. Managers' Report
8. Solicitor's Report
9. Old Business
10. New Business
 - A. **GB&E Beechdale Farms, 440 Beechdale Road – Financial Security Reduction Request –**
(motion to approve or approve with conditions the release of financial security for the GB&E Beechdale Farms project at 440 Beechdale Road contingent upon the applicant paying the outstanding engineering fees per RETTEW's letter dated December 21, 2023).
 - B. **Amos and Sadie Lapp, 305 Quarry Road – Financial Security Reduction Request –**
(motion to approve or approve with conditions the reduction of financial security for the Amos and Sadie Lapp project at 305 Quarry Road to \$1727.60).
 - C. **Elam B. Esh, 2730 Stumptown Road – Financial Security Reduction Request –**
(motion to approve or approve with conditions the release of financial security for the Elam B. Esh project at 2730 Stumptown Road contingent upon the applicant paying the outstanding engineering fees per RETTEW's letter dated December 21, 2023).
 - D. **Authorizing Bid Advertising for 2024 Roadway Projects:**
 1. **Contract No. 1 – Liquid Fuels** – Base bid milling, adding paving fabric , placing leveling and wearing courses on the following roads (Joy Ave: Glenbrook to dead end), Rose Ave. (Sunset Ave to North Maple Ave) *(motion to advertise, advertise with conditions, table or deny)*
 2. **Contract No. 2 – Liquid Fuels** – Bituminous Seal Coat – place double application of seal coat on East Eby Road: (from Newport Road to Farmland Road); Farmland Road (East Eby Road to Main Street (Rt. 23)). *(motion to advertise, advertise with conditions, table or deny)*
 3. **Contract No. 3 – General Fund** – Milling, base repair, place levelling course, binder course, and wearing course on Forest Hill Road (Quarry Road to West Earl Township line) and Forest Hill Road (West Earl Township line to Glenbrook Road – to be paid by West Earl Township) *(motion to advertise, advertise with conditions, table or deny)*

11. Planning Commission Minutes (**see attached**)

12. Supervisor's Concerns

13. Payment of Bills (**see attached**)

14. Adjournment (**Motion to adjourn meeting**)

Reorganization Meeting
Upper Leacock Township Board of Supervisors
January 2, 2024

1. Motion to appoint Chairman of the Supervisors
2. Motion to appoint Vice-Chairman of Supervisors
3. Motion to appoint Michael H. Morris as Township Manager/Secretary/Treasurer
4. Motion to appoint Appel, Yost & Zee, LLP as Township Solicitor for the year 2024.
5. Motion to appoint RETTEW as Township Engineer for the year 2024.
6. Motion to adopt **Resolution 2024-01** appointing Maher Duessel to audit all Township accounts for the year 2023.
7. Motion to appoint the following depositories:
 - A. PNC Bank
 - B. Fulton Bank
 - C. Truist
 - D. Pennsylvania Local Government Trust (PLIGIT)
 - E. Uninvest
8. Motion to designate the first and third Thursday at 6:30 p.m. at the Upper Leacock Township Building for Board of Supervisors' meetings unless otherwise advertised.
9. Motion to approve the Treasurers' Bond in the amount of \$750,000 to be purchased through BCF Group, Inc.
10. Motion to hire Mark Deimler, Solanco Engineering as the Upper Leacock Township Sewage Enforcement Officer, and Duane Truax, as the alternate Sewage Enforcement Officer
11. Motion to adopt **Resolution 2024-02** Fee Schedule for Costs for On-Lot Sewage Systems, Zoning Permits, Code Enforcement, Hearings, Consulting, Plan review/submittal, Stormwater Management, and other Misc. Fees for 2024.
 - A. ABI Fee Schedule for 2024 is attached.
 - B. Code Administrators Fee Schedule for 2024 is attached.
12. Motion to grant Special/Fire Police permission to control crowds and direct traffic at accidents or any other place where traffic controlling is necessary, 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 Fire Police are attached.)

13. Motion to adopt Resolution **2024-03** appointing H. Charles Benner to a one-year term as Chairperson of the Vacancy Board beginning January 1, 2024, and ending December 31, 2024.
14. Motion to approve the following: “We the Supervisors of Upper Leacock Township, hereby grant authorization to the members of Bareville and Upper Leacock Fire Companies and New Holland Ambulance to engage in fund raising activities, such as fairs, carnivals, bingo banquets, barbeques, donkey baseball games and other similar fund raising 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.”
15. Motion to approve the following: “We the Supervisors of Upper Leacock Township, hereby grant authorization to the members of the 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 they shall become eligible for all the benefits available to other members of this Fire Company or Fire Department should they suffer an injury or illness as a result of his 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.”
16. Motion to adopt **Resolution 2024-04** appointing Levi H. Charles to a three (3) year term on the Zoning Hearing Board. Starting January 1, 2024, and ending December 31, 2026.
17. Motion to adopt Resolution **2024-05** appointing Lee H. Gernert to a four (4) year term on the Planning Commission. Beginning January 1, 2024, and ending December 31, 2027.
18. Motion to adopt **Resolution 2024-06** appointing Michael Reed to a five (5) year term on the Upper Leacock Township Municipal Authority. Beginning January 1, 2024, and ending December 31, 2028.
19. Motion to adopt **Resolution 2024-07** appointing Hana M. Witmer to a four (4) year term as an Auditor for Upper Leacock Township. Beginning January 1, 2024, and ending December 31, 2027.
20. Motion to appoint **Lisa Boyd** as the **Zoning Officer and Building Code Official** for Upper Leacock Township for 2024.
21. Motion to appoint **Associated Building Inspections, LLC** and **Code Administrators, Inc.** as the building code inspections for commercial and residential inspections for 2024.

22. Motion to appoint **Mark Deimler and Derrick Jamison** of Solanco Engineering as the Property Code Enforcement Inspectors for 2024.
23. Motion to appoint the Lisa Boyd **Upper Leacock Township Zoning Officer** as the Right to Know Officer and the Fire Alarm Officer for Upper Leacock Township for 2024.
24. Motion to appoint **Robert Sisko of Morgan, Hallgren, Crosswell and Kane** as the **Zoning Hearing Board** solicitor for 2024.
25. Motion to approve the following holidays for 2024: *New Year's Day, Presidents' Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day, a flexible day at Christmas and New Year's Day 2025.*

Dates and recommendations:

<i>Presidents' Day</i>	<i>Monday February 19, 2024</i>
<i>Good Friday</i>	<i>Friday March 29, 2024</i>
<i>Memorial Day</i>	<i>Monday May 27, 2024</i>
<i>Independence Day</i>	<i>Thursday July 4, 2024</i>
<i>Labor Day</i>	<i>Monday September 2, 2024</i>
<i>Veteran's Day</i>	<i>Monday November 11, 2024</i>
<i>Thanksgiving Day</i>	<i>Thursday November 28, 2024</i>
<i>Day after Thanksgiving</i>	<i>Friday November 29, 2024</i>
<i>Christmas Holiday Flex</i>	<i>Wednesday December 25, 2024</i>
<i>Christmas Day Observed</i>	<i>Tuesday December 26, 2024</i>
<i>New Year's Day</i>	<i>Wednesday January 1, 2025</i>