

**UPPER LEACOCK TOWNSHIP**  
**MEETING OF THE TOWNSHIP SUPERVISORS - #2349**  
**January 3<sup>rd</sup>, 2023 – 6:30 P.M.**

1. Call to order
2. Pledge of Allegiance
3. **Reorganizational Meeting** (see following agenda)
4. Minutes of the December 15, 2022 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. Old Business
8. New Business
  - A. **Levi K. Stoltzfoos 91 Hess Road - Sewage Facilities Planning Module**  
*(Motion to approve Resolution 2023-09, Resolution for Plan Revision for New Land Development to revise the Township's Act 537 Official Sewage Facilities Plan for Levi K Stoltzfoos project at 91 Hess Road)*
  - B. **Aaron K. King and Emanuel S. And Anna S. Miller - Final Lot Add-On Plan 27 West Eby Road**  
*(Motion to approve, approve with conditions, table, or deny the Lot Add-On Plan for Aaron K King and Emanuel S and Anna S Miller contingent upon addressing the comments in Solanco Engineering's 12/9/22 review letter and subsequent review letters)*
9. Zoning Officer Report (**see attached**)
10. Planning Commission Minutes – (**see attached**)
11. Supervisor's Concerns
12. Solicitor's Report
13. Payment of Bills (see attached)
14. Correspondence
  - A. Worship Center Donation
15. Manager's Report
  - A. Parks & Recreation Discussion
  - B. Muncibid Items – ULTMA has approved these items to sell (*motion to approve, approve with conditions, table or deny sale of items listed below*)
    - i. 2003 Sterling Acterra Hydro excavator – this was approved for sale with the purchase of a new hydro excavator, trade-in value per trade-in was \$10,000, \$28,302 was received through Muncibid
    - ii. Two diesel powered trailer mounted 15 KW emergency generators were approved for sale.
    - iii. 2008 GMC Sierra 2500 HD pick-up truck is not used and will not pass inspection due to a rusted frame
16. Adjournment (**Motion to adjourn meeting**)

**Reorganization Meeting**  
**Upper Leacock Township Board of Supervisors**  
**January 3, 2023**

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 year 2023
5. Motion to appoint RETTEW as Township Engineer for year 2023
6. Motion to adopt Resolution 2023-01 appointing Maher Duessel to audit all Township accounts for the year 2022.
7. Motion to appoint the following depositories:
  - A. PNC Bank
  - B. Fulton Bank
  - C. Truist
  - D. Pennsylvania Local Government Trust (PLIGIT)
  - E. Univest
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 Marvin Stoner, as the alternate Sewage Enforcement Officer
11. Motion to adopt Resolution 2023-02 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 2023.
  - A. ABI Fee Schedule for 2023 is attached
  - B. Code Administrators Fee Schedule for 2023 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 2023-03 appointing H. Charles Benner to a one-year term as Chairperson of the Vacancy Board beginning January 1, 2023 and ending December 31, 2023.
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 2023-04 appointing Sam Clement to a three (3) year term on the Zoning Hearing Board. Starting January 1, 2023 and ending December 31, 2025.
17. Motion to adopt Resolution 2023-05 appointing Nelson Dagen to a four (4) year term on the Planning Commission. Beginning January 1, 2023 and ending December 31, 2026.
18. Motion to adopt Resolution 2023-06 appointing Doug Crawford to a four (4) year term on the Planning Commission. Beginning January 1, 2023 and ending December 31, 2026.
19. Motion to adopt Resolution 2023-07 appointing Samuel Huber to a five (5) year term on the Upper Leacock Township Municipal Authority. Beginning January 1, 2023 and ending December 31, 2027.
20. Motion to adopt Resolution 2023-08 appointing Cindy Simmons to continue as Auditor for Upper Leacock Township until December 31, 2025.
21. Motion to appoint Lisa Boyd as the Zoning Officer and Building Code Official for Upper Leacock Township for 2023.
22. Motion to appoint Associated Building Inspections, LLC and Code Administrators, Inc. as the building code inspections for commercial and residential inspections for 2023.

23. Motion to appoint Mark Deimler and Derrick Jamison of Solanco Engineering as the Property Code Enforcement Inspectors for 2023.
24. Motion to appoint \_\_\_\_\_ as the Fire Alarm Officer for Upper Leacock Township for 2023.
25. Motion to appoint Michael H. Morris as the Right to Know Officer for Upper Leacock Township for 2023.
26. Motion to appoint Robert Sisko, Morgan, Hallgren, Crosswell and Kane as the Zoning Hearing Board solicitor for 2023.
27. Motion to appoint Ralph Hutchinson as Conestoga Valley Region representative to the Lancaster County Tax Collections Board and Jenna Seesholtz as the alternate representative to the Lancaster County Tax Collections Board for 2023.
28. Motion to approve the following holidays for 2023: *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 2024.*

Dates and recommendations:

<i>Presidents' Day</i>	<i>Monday February 20, 2023</i>
<i>Good Friday</i>	<i>Friday April 7, 2023</i>
<i>Memorial Day</i>	<i>Monday May 29, 2023</i>
<i>Independence Day</i>	<i>Tuesday July 4, 2023</i>
<i>Labor Day</i>	<i>Monday September 4, 2023</i>
<i>Veteran's Day</i>	<i>Friday November 10, 2023</i>
<i>Thanksgiving Day</i>	<i>Thursday November 23, 2023</i>
<i>Day after Thanksgiving</i>	<i>Friday November 24, 2023</i>
<i>Christmas Holiday Flex</i>	<i>Monday December 25, 2023</i>
<i>Christmas Day Observed</i>	<i>Tuesday December 26, 2023</i>
<i>New Year's Day</i>	<i>Monday January 1, 2024</i>