

**DRAFT RAPHO TOWNSHIP BOARD OF SUPERVISORS' MINUTES
JANUARY 4, 2021**

The Board of Supervisors met at the Township Office Building for their regular meeting on January 4, 2021, 7:30PM with Jere Swarr, Lowell Fry & Mark Erb present. The meeting was called to order by Temporary Chairman Swarr and followed with the Pledge of Allegiance.

Mr. Swarr was appointed Temporary Chairman for purposes of reorganizing.

REORGANIZATION:

Election of Officers _____ **presently serving**

CHAIRMAN: *Jere Swarr*

VICE CHAIRMAN/TREASURER: *Lowell Fry*

SECRETARY: *Mark Erb*

Mr. Erb made a motion to appoint Lowell Fry as Chairman and Treasurer, Jere Swarr as Vice Chairman and Mark Erb as Secretary; second by Mr. Fry. All voted in favor.

Appointments and other business:

MANAGER: *Randall Wenger*

ASSISTANT TREASURER/SECRETARY: *Randall Wenger*

PUBLIC WORKS DIRECTOR: *John Haldeman*

RECORDING SECRETARY: *Melva Kready*

ASSISTANT RECORDING SECRETARY: *Lindsey Brenner*

VACANCY BOARD CHAIRMAN: *Jay Gainer*

ZONING OFFICER: *David Eggert*

DEPUTY ZONING OFFICER:

OPEN RECORDS OFFICER: *Randall Wenger*

ASSISTANT OPEN RECORDS OFFICER: *Ena Marie Banks*

SOLICITOR, TOWNSHIP: *Susan Peipher, Esq.*

Blakinger Thomas

SOLICITOR, ZONING HEARING BOARD: *Jason Hess, Esq.*

Morgan, Hallgren, Crosswell, & Kane

SEWAGE ENFORCEMENT OFFICER: *David Lockard - Cert. #01074*

ALTERNATE SEWAGE ENFORCEMENT OFFICER: *Len Spencer – Cert. #03763*

Mr. Swarr made a motion to approve all above appointments as stated; second by Mr. Erb. All voted in favor.

TOWNSHIP ENGINEER: *James Caldwell, RETTEW*

Mr. Swarr made a motion to appoint James Caldwell of Rettew Associates as the Township Engineer and to approve the Township Engineer Contract with Rettew Associates; second by Mr. Erb. All voted in favor.

DEPOSITORY FOR TOWNSHIP FUNDS: *Northwest Bank, Pennsylvania Local Government*

Investment Trust, and Fulton Bank

TOWNSHIP BUILDING CLEANING: *Heritage Maintenance Collective*

EMERGENCY MANAGEMENT COORDINATOR: *Lori Shenk*

PLANNING COMMISSION: *Carrol Ehrhart*

Appoint to 4-year term (expires 12/31/24)

ZONING HEARING BOARD: *Chris Moyer*

Appoint to 3-year term (expires 12/31/23)

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MANHEIM LIBRARY REPRESENTATIVE: *Sue Hondru and Jeannine May*
EARNED INCOME TAX COLLECTION: *Lancaster County Tax Collection Bureau*
LOCAL SERVICES TAX COLLECTION: *Lancaster County Tax Collection Bureau*
REPRESENTATIVES TO THE LANCASTER COUNTY TAX COLLECTION BUREAU:
Mark Hiester, primary representative,
James Fisher, alternate representative

DELEGATE TO THE TOWNSHIP CONVENTION: *Mr. Lowell Fry*
UNIFORM CONSTRUCTION CODE THIRD PARTY INSPECTORS: *Commonwealth Code Inspection Service, Associated Building Inspections, and Code Administrators*

RAPHO AREA FIRE ADVISORY COUNCIL:

CITIZEN REPRESENTATIVE: *Gary Good*
Appoint to 3-year term (expires 12/31/23)

EX OFFICIO SUPERVISOR MEMBER: *Mark Erb*

DEPUTY REAL ESTATE TAX COLLECTOR: *Courtney Kready*

ATHLETIC FIELD SCHEDULER: *Don Wenger*

AT LARGE REPRESENTATIVE TO JOINT UCC APPEALS BOARD: *Chris Moyer*
Appoint to 4-year term (expires 12/31/24)

HOLIDAYS OBSERVED BY THE TOWNSHIP: *New Year's Day, Good Friday*
Memorial Day, July 4th, Labor Day,
Thanksgiving Day, Christmas Day and
Supplemental Christmas Day,
Two floating days as determined
by employees - July 2, 2021 & November 26, 2021

MILEAGE RATE *56 cents per mile = 2021 IRS rate*

ESTABLISHING OF WAGES: *Wages as noted in 2021 budget document*
\$2,500 annual pay for each Supervisor

ESTABLISH TREASURER'S BOND: *\$1.5 Million*

SUPERVISORS AS EMPLOYEE WAGES: *Recommend to Board of Auditors*
\$17.00/hour

Mr. Erb made a motion to approve all the above appointments as stated; second by Mr. Swarr. All voted in favor.

ESTABLISH TOWNSHIP FEES: *Resolution 2021-1*

Mr. Swarr made a motion to approve Resolution 2021-1 to establish township fees; second by Mr. Erb. All voted in favor.

SEWAGE ENFORCEMENT FEES: *Resolution 2021-2*

Mr. Erb made a motion to adopt Resolution 2021-2 to establish the sewage enforcement fees; second by Mr. Swarr. All voted in favor.

REGULAR MEETING

The minutes of the December 17th Meeting were distributed. **Mr. Erb made a motion to approve the Minutes as presented; second by Mr. Swarr.. All voted in favor.**

PUBLIC COMMENTS - None

CHAIRMAN'S COMMENTS - None

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PLANNING

Mr. Swarr made a motion to approve the Improvement Construction Plan for Elm Tree 4C Final Subdivision Plan #19-382; second by Mr. Erb. All voted in favor.

Mr. Erb made a motion to approve the Cornerstone Lot W5, Mid State Roofing Land Development Plan #20-401 with the modifications and conditions as stated in the Rettew Letter dated December 4, 2020 to the satisfaction of the township; second by Mr. Swarr. All voted in favor.

Mr. Swarr made a motion to approve the additional modification request for M5V2, LLC/Messick's Final Plan #20-396 located at 1475 & 1575 Strickler Road to pay a fee in lieu of the reconstruction of Esbenshade Road in the amount of \$19,000 and to address comments concerning the location of fire hydrants subject to the review of the building code as stated in the Rettew Letter dated December 22, 2020; second by Mr. Erb. All voted in favor.

Mr. Swarr made a motion to schedule a Conditional Use Hearing on February 4, 2021 for Cornerstone Lot W1 Plan 20-403 located at the intersection of Cornerstone Drive and Strickler Road; second by Mr. Erb. All voted in favor.

Mr. Swarr made a motion to accept the Zoning Officer's December 2020 and 2020 Year-end Report; second by Mr. Erb. All voted in favor.

OLD BUSINESS - None

NEW BUSINESS

The Emergency Management Coordinator's Year-end Report was distributed and reviewed.

Mr. Erb made a motion to approve the Audit Engagement Letter with Sager, Swisher and Company; second by Mr. Swarr. All voted in favor.

The 2020 Year-end Financial Report was distributed and reviewed.

CORRESPONDENCE

*ACT 14 Notification of NPDES Renewal for a CAFO – Jevin Kready – 1113 N Colebrook Rd
ACT 14 Notification of NPDES Renewal for a CAFO – Hidden Acers Farms – 2115 Rohrer Rd
ACT 14 Notification of NPDES Renewal for a CAFO – Jodie Brubaker – 1684 Hossler Rd
ACT 14 – Notification of NPDES Renewal for a CAFO – Randy Brubaker – 1908 Valley Rd
Rettew Engineering 2021 Consulting Engineering/Planning Services
ACT 14 Notification of NPDES Renewal for a CAFO – Yippee Farms – 1103 Iron Bridge Rd*

APPROVAL OF THE DISBURSEMENT LIST - **Mr. Erb made a motion to approve the disbursement list and pay the bills; second by Mr. Swarr. All voted in favor.**

There being no further public business or public comments the meeting adjourned at 8:52PM.

Respectfully Submitted,

Melva J. Kready
Recording Secretary