

The Board of Supervisors met at the Township Office Building for their regular meeting on March 19, 2020, 7:30PM with Lowell Fry & Mark Erb present. The meeting was called to order by the Vice-Chairman and followed with the Pledge of Allegiance.

The minutes of the March 5th Meeting were distributed. **Mr. Erb made a motion to approve the Minutes as presented; second by Mr. Fry. All voted in favor.**

POLICE REPORT

The Manheim Borough Police Department 2019 Annual Report was distributed. Township Manager Sara Gibson reported that Chief Joe Stauffer and his staff are taking steps to staying safe during this COVID-19 Virus outbreak.

PUBLIC COMMENTS

Matt Shenk of the Mastersonville Fire Company requested that the Board consider distributing \$200,000 out of the Fire Capital Fund to support their purchase of a 2021 Ford 550 Mini Pumper. The mini pumper would replace their 26 year old all wheel drive larger pumper. Mr. Shenk said the new pumper cost is \$280,000 but said they plan to raise the additional \$80,000 with fund raisers and by selling the older pumper. He also feels the mini pumper will be able to better access some of the more difficult driveways. He said they plan to use this piece for smaller calls such as lighter vehicle accidents, brush fires, etc. to save wear and tear on the larger pieces of equipment. **Mr. Erb made a motion to release \$200,000 to Mastersonville Fire Company from the Fire Capital Fund to purchase a 2021 Ford 550 Mini Pumper; second by Mr. Fry. All voted in favor.**

CHAIRMAN'S COMMENTS - None

PLANNING - None

OLD BUSINESS - None

NEW BUSINESS

Mr. Erb made a motion to approve a Disaster Declaration to allow the Township to take all appropriate action needed to alleviate the effects of the COVID-19 pandemic; second by Mr. Fry. All voted in favor.

Auditor's Report - Mr. Fry reported there were no findings or deficiencies and no material weaknesses. Mrs. Gibson said the auditors had a few operational suggestions and constructive ideas as opposed to criticism. **Mr. Erb made a motion to accept the Auditor's Report; second by Mr. Fry. All voted in favor.**

Mr. Erb made a motion to hire Clayton Fidler as a part-time Public Works Laborer; second by Mr. Fry. All voted in favor. Mr. Fidler primarily will be working to maintain the ball fields at Rapho Park and Mummau Park.

OTHER EMERGENCY BUSINESS

Mrs. Gibson reported that she has been working closely with Emergency Management Coordinator Lori Shenk to come up with a Pandemic Policy to handle various levels of pandemic spread. Mrs. Shenk said we

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are in uncharted waters and feels everyone should use common language and definitions when dealing with this crisis. There was some discussion as to what is expected with the staff and how to conduct public meetings and hold office hours. A municipality is a life sustaining agency and is therefore expected to have someone available to the public at least by way of phone.

Mrs. Gibson also asked the Board their opinion concerning the park and whether it should be open to the public. After some discussion it seemed the Board agreed that the fields and pavilions should not be open for reservations, but the public should be able to walk through the park. They also feel that one family restroom should be open and available. It was decided that for the time being, there would be one staff member in the office each day. The office doors will be locked but residents can call or e-mail to conduct their business. The Public Works Department will operate with two members each day unless there are road emergencies. Mrs. Shenk said that the restrictions that have been implemented seem drastic but they are essential. Mrs. Gibson said the staff has been posting updates on the township website and Facebook page to keep the residents informed. She also said she commends the staff for the adaptations needed and is grateful for Mrs. Shenk's support and guidance. The Board will continue to review the proposed Pandemic Policy and will notify Mrs. Gibson of any changes they would like to see.

Mr. Erb made a motion to approve a transfer of \$78,500 from the General Fund to the Fire Capital Fund; second by Mr. Fry. All voted in favor.

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

There being no further public business or public comments the meeting adjourned at 8:15PM.

Respectfully Submitted,

Melva J. Kready
Recording Secretary