

The Board of Supervisors met at the Township Office Building for their regular meeting on September 3, 2020, 7:30PM with Jere Swarr, Lowell Fry & Mark Erb present. The meeting was called to order by the Chairman and followed with the Pledge of Allegiance.

The minutes of the August 20<sup>th</sup> Meeting were distributed. **Mr. Erb made a motion to approve the Minutes as presented; second by Mr. Fry. All voted in favor.**

**PUBLIC COMMENTS**

**Barbara Basile**, Executive Director of Milanof-Schock Library, gave her yearly report and funding request for 2021. She said they have had a difficult year but there were still 447 children that participated in the Summer Reading Program, 275 children's programs produced by the library staff and 10's of thousands of items have been returned and put through the quarantine process. The library was back to their regular hours and full staffing before any other library in Lancaster County. Ms. Basile reported that the library received \$67,799 in grants and the PPP loan for 2020. The 2019 Keystone Grant was used for new lighting, gutters and roof. They have had 25,000 items circulated out of the building to Rapho Township residents. Ms. Basile said the library has had a good year and they are doing the best they can in spite of the pandemic. She is asking the Board to consider giving Milanof-Schock Library a 3% increase in funding in 2021.

**CHAIRMAN'S COMMENTS** - None

**PLANNING**

**Mr. Fry made a motion to approve the request for the release of the financial security in the amount of \$5,037.00 for the Matthew and Trisha White Major Land Disturbance Plan #17-340 located at 185 Whispering Pine; second by Mr. Erb. All voted in favor.**

**Mr. Fry made a motion to accept the Zoning Officer's August 2020 Report; second by Mr. Erb. All voted in favor.**

**OLD BUSINESS**

Interim Township Manager Jim Caldwell reported that Ordinance 2020-2 putting rules and regulations for the Rapho Community Park into place and also giving the police department the ability to enforce the rules and regulations, was advertised. **Mr. Erb made a motion to adopt Ordinance 2020-2 for the Rapho Community Park Rules and Regulations; second by Mr. Fry. All voted in favor.**

**NEW BUSINESS**

**Election Day** - Mr. Caldwell told the Board that several employees asked if the Board would consider closing the office on Election Day, November 3, 2020. They would use either vacation time or take time off without pay. There was some discussion among the Board members all of whom felt it would be better to keep the office open for business that day. If an employee feels uncomfortable with working that day due to the number of people who may be in the office building at one time, they may use one of their vacation days.

The Tax Collector's August Report was distributed and reviewed.

**2021 Budget** - Mr. Caldwell distributed a budget worksheet to the Board. He asked them to take it home and review it. The revenue for both the General Fund and State Fund have been reduced by 10%. The Board will discuss the budget at the workshop on September 17<sup>th</sup> at 6:30PM.

**Manager's Report -**

- There have been 77 resumes received for the Manager position. Mr. Caldwell along with Zoning Officer Dave Eggert, Public Works Director John Haldeman and Planning Commission Vice Chair Carrol Ehrhart reviewed the resumes and are moving forward with 8 of the top candidates. Mr. Caldwell said there have been 5 telephone interviews with 3 more to be conducted next week. He discussed with the Board times that would work for in person interviews.
- The air quality testing that was completed showed a small amount of mold in the duct work which will be cleaned. It was also suggested the cleaning supplies be checked out. Overall it was a good report.
- Mr. Caldwell recommended to the Board that they not participate in the Social Security Payroll Tax Deferral. The Board agreed with him.
- The recommended night for Trick-or-Treat is Friday, October 30 from 6-8PM. **Mr. Fry made a motion to set Rapho Township's Trick-or-Treat night for Friday, October 30 from 6-8PM; second by Mr. Erb. All voted in favor.**
- Employee Policy Update - **Mr. Fry made a motion to adopt the Interim Amendments related to COVID-19 into the Township Employee Policy; second by Mr. Erb. All voted in favor.**
- Mr. Caldwell along with Mr. Eggert had a telephone conference with Attorney Teresa Mongovi who is going to ask DEP for another extension concerning the sewage problems in the turnpike area. Mr. Caldwell said he and Mr. Eggert are compiling a work plan which will list major milestone events and target dates to be forwarded to DEP.
- A stop work order was issued for the mobile home project in the Drytown area.
- Mr. Caldwell reported that the property at 1032 Drager Road has been transferred to a new owner. Nothing has changed with the condition of the property. The next step will be to file formal court proceedings with the District Justice.

**CORRESPONDENCE**

*Manheim Historical Society Newsletter*

*Board of Elections & Registration Commission – Reminder of agreement between the RT Municipal Building and Board of Elections and utilization of space.*

*Pennsylvania Department of Environmental Protection – Denial Letter – Act 537 Planning – Rapho Business Park Sewer Extension*

*Mastersonville Fire Department Newsletter*

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

**Neil Wenger** of 954 North Colebrook Road (directly across the road from the township office building) said that when some of the tractor trailer trucks are leaving the township property and heading south, they have been going into his yard about 3 feet and leaving ruts. Mr. Caldwell asked Mr. Wenger to call him as soon as he sees it happen so that the township can contact the driver.

Mr. Fry reported that the Earned Income Tax revenue is approximately \$40,000 ahead of the budget at this time as shown in the Year-to-Date Budget.

There being no further public business or public comments the meeting adjourned at 8:26PM.

Respectfully Submitted,

Melva J. Kready

