

January 4, 2021
Lickdale, PA

The Union Township Board of Supervisors' Organization Meeting was held on January 4, 2021 at the Municipal Building, 3111 SR 72, Jonestown, PA.

CALL THE MEETING TO ORDER

Chairman Firestone called the meeting to order at 5:09 PM.

Present:

Dennis Firestone, Chairman
Kerry McCrary, Vice Chairman
Gary Longenecker, Secretary
Brent McFeaters, Township Manager
Elizabeth Krause, Recording Secretary

APPOINT A TEMPORARY CHAIRMAN

Kerry McCrary made a motion, seconded by Dennis Firestone to appoint Gary Longenecker as Temporary Chairman. All Supervisors voted in favor. Motion carried.

APPOINT A TEMPORARY SECRETARY

Gary Longenecker moved to appoint Liz Krause as the temporary secretary to record the nominations. Dennis Firestone seconded the motion. All Supervisors voted in favor. Motion carried.

NOMINATE AND ELECT A CHAIRMAN

Gary Longenecker made a motion to appoint Dennis Firestone as Chairman. Kerry McCrary seconded the motion. All Supervisors voted in favor. Motion carried.

NOMINATE AND ELECT A VICE CHAIRMAN AND SECRETARY

Gary Longenecker made a motion to appoint Kerry McCrary as Vice Chairman. Dennis Firestone seconded the motion. All Supervisors voted in favor. Motion Carried. Kerry McCrary made a motion to appoint Gary Longenecker as Secretary. Dennis Firestone seconded the motion. All Supervisors voted in favor. Motion carried.

NOMINATE AND ELECT A RECORDING SECRETARY

Kerry McCrary made a motion seconded by Gary Longenecker to appoint Liz Krause as Recording Secretary. All Supervisors voted in favor. Motion carried.

NOMINATE AND ELECT A TREASURER

Kerry McCrary made a motion seconded by Gary Longenecker to appoint Brent McFeaters, Township Manager as Treasurer. All Supervisors voted in favor. Motion carried.

TRAFFIC AND PARKING COMMISSION

Dennis Firestone made a motion seconded by Gary Longenecker to appoint Kerry McCrary as the Supervisor to serve on the Traffic and Parking Commission for 2021. All Supervisors voted in favor. Motion carried. It was noted that Brent McFeaters, Township Manager and Bryan Michael Road Crew Supervisor will also serve on the Traffic and Parking Commission.

REAPPOINT TOWNSHIP EMPLOYEES

Gary Longenecker moved to reappoint the following employees: Brent McFeaters, Township Manager, Elizabeth Krause, Zoning Officer, Bryan Michael, Road Foreman, Samuel Yeagley, Road Crew and Herb Eckert, part-time Road Crew/Recycling. Kerry McCrary seconded the motion. All supervisors voted in favor. Motion carried.

ESTABLISH A TREASURER'S BOND

Kerry McCrary moved to establish the amount of the Treasurer's Bond of \$4,000,000.00 at a cost of \$3,030.00 per year. Gary Longenecker seconded the motion. All supervisors voted in favor. Motion carried.

APPOINT LEGAL COUNSEL

Kerry McCrary moved to appoint The Law Offices of Reilly, Wolfson, Sheffey, Schrum and Lundberg as Legal Counsel for the Township. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried

APPOINT ZONING HEARING BOARD LEGAL COUNSEL

Kerry McCrary moved to appoint Spittler, Kilgore, & Enck, PC as the Zoning Hearing Board Legal Counsel for the Township. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried

APPOINT A TOWNSHIP ENGINEER

Kerry McCrary moved to appoint Steckbeck Engineering & Surveying, Inc. as Township Engineer. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried.

APPOINT A SEWER ENFORCEMENT OFFICER

Kerry McCrary moved to appoint Lebanon County Planning as Sewer Enforcement Officer (Alternate SEO is Jeremy Bentz). Gary Longenecker seconded the motion. All Supervisors voted in favor.

APPOINT SEWER ENGINEER

Kerry McCrary moved to appoint Steckbeck Engineering & Surveying, Inc. as the Sewer Engineer. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried.

APPOINT TAX COLLECTORS

Kerry McCrary moved to appoint Keystone Collection Group, the Lebanon County Treasurer, and Lebanon County Recorder of Deeds as Tax Collector of all Union Township taxes. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried.

APPOINT A DELINQUENT TAX COLLECTOR

Gary Longenecker moved to appoint Keystone Collection Group as the Delinquent Tax Collector for Union Township. Kerry McCrary seconded the motion. All approved.

APPOINT SEWER OPERATOR

Kerry McCrary moved to appoint the Fredericksburg Sewer/Water Authority as the Sewer Operator. Gary Longenecker seconded the motion. All supervisors voted in favor. Motion carried.

APPOINTMENTS TO BOARDS/COMMISSIONS

VACANCY CHAIRMAN & ZONING HEARING BOARD APPOINTMENTS

Kerry McCrary moved to appoint Sallie Neuin to a one-year term as vacancy chairman expiring 12/31/21 and to appoint Debra Shuey to a three-year term to the Zoning Hearing Board expiring 12/31/23. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried.

APPOINT DEPOSITORIES

Kerry McCrary moved to appoint Jonestown Bank & Trust Company and PLGIT as the Township depositories. Gary Longenecker seconded the motion. All supervisors voted in favor. Motion carried.

APPOINT ELECTRICAL CONTRACTOR

Kerry McCrary made a motion to appoint C. M. High, Inc. as the Township's electrical contractor to service the traffic signals. Gary Longenecker seconded the motion. All supervisors voted in favor. Motion carried.

APPOINT A BUILDING CODE OFFICIAL

Kerry McCrary moved to appoint Commonwealth Code Inspection Services as the Township Building Code Official. Gary Longenecker seconded the motion. All approved. Motion carried

ESTABLISH MEETING DATES

Kerry McCrary moved that the Planning Commission Meetings be held at the Municipal Building on the first Wednesday of each month starting at 7:00 p.m., the Lickdale Sewer Meetings be held on the second Wednesday of each month at 6:30 p.m. and the Board of Supervisors meetings be held on the second Wednesday of each month immediately following the Sewer Meeting and the Annual Traffic & Parking Commission

shall meet on January 13, 2021 following the regular Board of Supervisors meeting. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion Carried.

ESTABLISH MEETING DATE FOR THE ANNUAL TRAFFIC & PARKING COMMISSION MEETING

Kerry McCrary moved that the Annual Traffic and Parking Commission meeting be held on January 13th, 2021 following the regular Board of Supervisors meeting. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried.

DELEGATE TO VOTE AT STATE CONVENTION (APRIL 18TH THRU APRIL 21ST)

Kerry McCrary moved to nominate Dennis Firestone as the voting delegate at the State Convention which will be held April 18th to April 21st at the Hershey Lodge & Convention Center. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried. The Board also discussed starting to look at trucks at the Convention to possibly replace one of the plow trucks.

APPROVE HOLIDAYS FOR EMPLOYEES

Kerry McCrary moved to set the following holidays for the employees:

New Year's Day	President's Day	Good Friday
Election Days (2)	Memorial Day	4 th of July
Labor Day	Veteran's Day	Thanksgiving Day
Christmas Day		

Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried.

SET MILEAGE RATE AS PER THE CURRENT IRS SCHEDULE

Kerry McCrary moved to set the mileage rate \$0.575 cents per miles as per the current IRS Schedule. Gary Longenecker seconded the motion. All supervisors voted in favor. Motion carried.

TREASURER PAYS BILLS

Dennis Firestone moved to approve that the Treasurer may pay routine bills, as needed, between meetings, as long as the amount due is consistent with previous months, the purchase is reasonable and expenses typical, and that public notice is not required, that bidding limitations aren't applicable, and that such routine bills are ratified by the Township Supervisors at the following Board of Supervisors regularly scheduled public meeting. Kerry McCrary seconded the motion. All Supervisors voted in favor. Motion carried.

APPROVE GARCIA, GARMAN & SHEA TO DO 2019 AUDIT

Kerry McCrary made a motion seconded by Gary Longenecker to approve Garcia, Garman & Shea to do the 2020 Audit. All supervisors voted in favor. Motion carried.

PUBLIC COMMENTS/OTHER BUSINESS CONCERNS

Brent McFeaters, Township Manager informed the Board that he received an email from the City of Lebanon that they will be looping the water line on Jonestown Road and going up around Supreme to increase the pressure in the lines.

A discussion was held about purchasing another truck for the road crew and the type of truck needed.

The Board discussed the expenses associated with the center and the interest from other municipalities to contribute to the expenses at the center but agreed that the Center should just be for Union Township residents and agreed that a few more cameras should be installed at the center.

ADJOURNMENT

With no further business, the meeting was adjourned at 5:56 PM.

Respectfully Submitted,

Elizabeth A Krause
Recording Secretary