

January 3, 2023
Lickdale, PA

The Union Township Board of Supervisors' Organization Meeting was held on January 3, 2023, at the Municipal Building, 3111 State Route 72, Jonestown, PA.

CALL THE MEETING TO ORDER

Chairman Firestone called the meeting to order at 1:05 PM.

Present:

Dennis Firestone, Chairman

Kerry McCrary, Vice Chairman

Gary Longenecker, Secretary

Brent McFeaters, Township Manager

APPOINT A TEMPORARY CHAIRMAN

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

APPOINT A TEMPORARY SECRETARY

Kerry McCrary moved to appoint Brent McFeaters 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

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

NOMINATE AND ELECT A RECORDING SECRETARY

Gary Longenecker made a motion seconded by Kerry McCrary 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 Dennis Firestone 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 2023. 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

Dennis Firestone 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.

APPROVE 2022 MANAGER'S COMPENSATION

Dennis Firestone made a motion seconded by Kerry McCrary to approve the 2023 Manager's Compensation as per the salary wage sheet. All approved.

APPROVE THE 2022 EMPLOYEE WAGES

Dennis Firestone made motion seconded by Gary Longenecker to approve the 2023 Employee Wages as per the salary wage sheet. All approved.

ESTABLISH A TREASURER'S BOND

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

APPOINT LEGAL COUNSEL

Dennis Firestone 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

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

APPOINT A TOWNSHIP ENGINEER

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

APPOINT A SEWER ENFORCEMENT OFFICER

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

APPOINT SEWER ENGINEER

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

APPOINT TAX COLLECTORS

Dennis Firestone 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

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

APPOINT SEWER OPERATOR

Dennis Firestone 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, AND ZONING HEARING BOARD APPOINTMENTS

Dennis Firestone moved to appoint Sallie Neuin to a one-year term as vacancy chairman expiring 12/31/23, and to appoint James Darkes to a three-year term to the Zoning Hearing Board expiring 12/31/25. Kerry McCrary seconded the motion. All Supervisors voted in favor. Motion carried.

GLRA BOARD MEMBER

Dennis Firestone moved to appoint Larry Herr. Gary Longenecker seconded the motion. All supervisors voted in favor. Motion carried.

APPOINT A CPA (Resolution # 1-2023)

Dennis Firestone moved to appoint Garcia, Garmen & Shea to conduct the year end audit for 2021 and adopt Resolution #1-2023. Kerry McCrary seconded the motion. All supervisors voted in favor. Motion carried.

APPOINT DEPOSITORIES

Dennis Firestone 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

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

APPOINT A BUILDING CODE OFFICIAL

Dennis Firestone 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

Dennis Firestone 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 11, 2023, following the regular Board of Supervisors meeting. Kerry McCrary seconded the motion. All Supervisors voted in favor. Motion carried.

DELEGATE TO VOTE AT STATE CONVENTION (APRIL 23RD THRU APRIL 26TH)

Dennis Firestone moved to nominate Dennis Firestone as the voting delegate at the State Convention which will be held April 23rd to April 26th at the Hershey Lodge & Convention Center. Gary Longenecker seconded the motion. All Supervisors voted in favor. Motion carried.

APPROVE HOLIDAYS FOR EMPLOYEES

Dennis Firestone 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		

Kerry McCrary seconded the motion. All Supervisors voted in favor. Motion carried.

SET MILEAGE RATE AS PER THE CURRENT IRS SCHEDULE

Dennis Firestone moved to set the mileage rate \$0.625 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.

PUBLIC COMMENTS/OTHER BUSINESS CONCERNS

No one present from the Township

ADJOURNMENT

With no further business, the meeting was adjourned at 2:08 PM.

Respectfully Submitted,

Brent McFeaters
Recording Secretary