

The organizational meeting of the Wheatfield Township Supervisors was held Monday, January 6, 2020 in the Township Building. Barry Schrope called the meeting to order at 7:00 p.m. Present were Barry Schrope, Jim Fuller, Jeff Smith, Veronica Range, Vicki Jenkins, Lester Nace, Dexter Potter, Dave Jenkins, Holly Potter, Sue Flickinger, Rick Boyer, Kurt Hepschmidt, David Mills, Ben Lewis, Hunter Lewis, Kraig Nace, Loraine Vogel and Byron Worner.

Jim Fuller led the pledge to the American flag followed by an invocation given by Kurt Hepschmidt.

The first order of business was to reorganize. Barry Schrope made a motion to appoint Jim Fuller as Temporary Chairman to start the organizational meeting and Veronica Range as Temporary Secretary, Jeff Smith second the motion, with all in favor.

Jeff Smith made a motion to reappoint Barry Schrope as Chairman, Jim Fuller second the motion, with all in favor. Barry Schrope took over the organizational meeting as Chairman.

Barry Schrope made a motion to reappoint Jim Fuller as Vice-Chairman, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to retain Vicki Jenkins as Secretary/Treasurer, Jeff Smith second the motion, with all in favor.

Jim Fuller made a motion to increase the Secretary/Treasurer, Vicki Jenkins hourly rate by 1.6%, Barry Schrope second the motion, with all in favor.

Barry Schrope made a motion to keep the Treasurer bond for Vicki Jenkins at \$200,000, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to retain Jim Fuller as Assistant Treasurer, Jeff Smith second the motion, with all in favor.

Jeff Smith made a motion to keep the Treasurer bond for Bob Foltz , Recreation Board at \$65,000, Jim Fuller second the motion, with all in favor.

Barry Schrope made a motion to retain Marysville Bank as the depository for township funds, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to retain Kurt Hepschmidt as the Emergency Management Coordinator for Wheatfield Township, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to retain Bob Mull as the Deputy Emergency Management Coordinator for Wheatfield Township, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to retain Jeff Smith as Roadmaster, Jim Fuller second the motion, with all in favor. The auditors will set Jeff's hourly rate at their organizational meeting.

Barry Schrope made a motion to reappoint Dave Jenkins as Township Vacancy Board Chairman, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to retain Veronica Range as Township Solicitor, Jim Fuller second the motion, with all in favor. There will be no fee increase for 2020; \$200 per meeting (copy of fee schedule on file).

Barry Schrope made a motion to reappoint Jerry Spease as Township Engineer, Jim Fuller second the motion, with all in favor. The 2020 meeting fee will remain the same at \$100 per meeting.

Barry Schrope made a motion to reappoint J.C. Smith as Township SEO, Jim Fuller second the motion, with all in favor. There is no increase to the 2020 fee schedule.

Barry Schrope made a motion to reappoint Lenny Sizer of Frederick, Seibert & Associates, Inc. as Alternate SEO, Jim Fuller second the motion, with all in favor.

Barry Schrope made a motion to reappoint Lester Nace as Zoning Officer, Jim Fuller second the motion, with all in favor.

Jim Fuller made a motion to increase Lester Nace's hourly rate by 1.6%, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to reappoint Ed Womer as Assistant Zoning Officer, Jeff Smith second the motion, with all in favor.

Jim Fuller made a motion to increase Ed Womer's hourly rate by 1.6%, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion for Dexter Potter to remain full time laborer, Jim Fuller second the motion, with all in favor.

Barry Schrope made a motion to increase Dexter Potter's hourly rate by 1.6%, Jim Fuller second the motion, with all in favor.

Jeff Smith made a motion for Jim Fuller and Barry Schrope to be called first if a part time laborer would be needed, Barry Schrope second the motion, with all in favor. The auditors will set Barry and Jim's hourly pay rate as part time employees at their organizational meeting.

Barry Schrope made a motion to hire Corey Stone as part time laborer if needed, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion for the hourly rate to remain at \$13.00 per hour for outside part time laborers without a CDL, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion for the hourly rate to remain at \$15.00 per hour for outside part time laborers with a CDL, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion for the mileage rate to be .575 cents per mile per the 2020 IRS standard mileage rate, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to retain Capital Tax Collection Bureau to collect the local earned income taxes, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to reappoint Vicki Jenkins as Capital Tax Delegate, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to reappoint Jeff Smith as Capital Tax Alternate, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to reappoint Vicki Jenkins as the Chief Executive Officer for the township pension fund, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to reappoint Vicki Jenkins as the CDL testing contact person, Jeff Smith second the motion, with all in favor. Barry Schrope made the motion to have all random CDL tests conducted on site when available, Jeff Smith second the motion, with all in favor.

Barry Schrope made a motion to reappoint Bob Rhoades and Paul Finkenbinder to a 4-year term on the Planning Commission, Jeff Smith second the motion, with all in favor.

Jeff Smith made a motion to appoint Bob Hines to a 4-year term on the Zoning Hearing Board, Barry Schrope second the motion, with all in favor. Bob will replace Don Neumayer who requested not to be reappointed.

Barry Schrope made a motion to reappoint Vicki Jenkins as Zoning Hearing Board secretary, Jeff Smith second the motion, with all in favor. Barry Schrope made a motion to increase Vicki's hourly rate by 1.6% per hour for the Zoning Hearing Board secretary, Jeff Smith second the motion, with all in favor.

This concludes the organizational meeting. The supervisors continued with their regular monthly meeting of the Board of Supervisors.

The minutes of the December 2, 2019 regular meeting were presented to the supervisors and posted for attendees in the Township Building prior to the January 6, 2020 regular meeting for public viewing. Barry Schrope stated there is a typo in the minutes and asked Vicki to make the correction. Jim Fuller made a motion to approve the regular meeting minutes as presented by the secretary with the correction being made, Jeff Smith second the motion, with all in favor.

Kurt Hepschmidt stated he had a question about the monthly meeting minutes. Kurt asked how the monthly meeting minutes are put out, he feels the residents should have an opportunity to look at these minutes at least a week before the meeting. Kurt stated he understands the supervisors need to approve them but he thinks residents are quoted and are involved in some of these minutes and need to be able to see these besides 5 minutes before the meeting which the minutes were not even posted on the board tonight, Vicki Jenkins advised they are posted on the board, Kurt said they were not there when he came in and it's dimly lit and you can't hardly see them. Kurt said he feels they should either be put on the website in draft form or posted on the board a week in advance it gives the residents a chance to review them. Jim Fuller stated it comes down to convenience, Kurt stated it's just to be aware of what's going on, like last month he missed the meeting and would like to see what happened and that he has been misquoted before. Jim asked if misquoted in the minutes or the newspaper, Kurt stated the newspaper a lot. Jim stated historically this is the way it's been done for the 18 years he has been here and he's sure if he came into the office Vicki would not have a problem showing him the draft minutes. Jim stated the township should talk to PSATS before saying for sure how this should be handled and with the county convention coming up they could ask Holly from PSATS about it.

David Mills thanked the township supervisors for continuing to support recreation in the community and they look forward to ask much help as they can get with the bridge grant.

Kraig Nace of the Duncannon EMS wished everyone a Happy New Year. Kraig advised the end of the year numbers report will be forthcoming and the 2015 ambulance is here and the work on the ambulance was tentatively to be done this week. Kraig advised Noaker's is paying for the vinyl work on the ambulance and installing it and the only other item outstanding is the State licensure inspection.

Jeff Smith presented the road master report for last month. Jeff stated the road crew had some freezing rain and small snow storms they had to go out and salt and cinder for, replaced the leaking radiator hose on the F250, serviced the backhoe and the F550, took care of some tree on wires from the wind on Roseglen Road and Loshes Run Road, power washed the trucks and equipment from being in the salt and replaced 2 batteries in the red dump truck.

Byron Worner of the Duncannon Fire Co. stated they had the aerial tested last month and they will send the results to them but he doesn't foresee any problems with it.

Barry Schrope stated at last month's meeting they talked about the business on Mountain Road owned by the Couche's and it being a nonconforming business. The property has been used as a business for at least 50 years, prior to zoning in the township in 1993. Barry stated the township had the solicitor Veronica Range look into it again. Ben Lewis of Tradesman Drywall stated the building would be used for office space, storing of material and a training center. Ben stated most material gets delivered to the job site, not a lot of heavy trucks will be coming to the building. Veronica stated she would like to state for the record, her and her firm has done some work for Tradesman, but they are not representing them in this matter and it is not a conflict of interest. Veronica stated the last time this was discussed the supervisors stated they didn't want to go the zoning variance route and the certificate of non-conformance, but the issue is the non-conformance which should have been done previously was never done so now she thinks the township needs to issue a special exception and make sure everyone can agree on the terms to the special exception. Barry asked if the township would go that way and something would happen to their business and another business would come in the township would have to issue them a special exception. Veronica advised yes, it is a non-conforming use because of the way it is zoned and a special exception would have to be issued to the new owner. Veronica advised the special exception should be issued for non-conforming use by the Zoning Hearing Board. The supervisors stated they are trying to get away from the extra expense of a zoning variance hearing and keep it with the supervisors. Dave Jenkins stated he thought there was something in the zoning book that allows the supervisors to handle it and not the zoning hearing board, there is 3 criteria's that would have to be followed. Dave said he would have to look for it again, but he remembered the planning commission discussing it. Dave Mills stated the planning commission likes to rectify any situation and if this is the time they can rectify it and make it a conforming property he thinks it should be done. Barry stated this property is always going to be nonconforming because of the zoning. Dave stated it seems like the supervisors are trying to bypass the zoning hearing and if a zoning hearing was held the property would be rezoned then. The supervisors

stated no, the property will not be rezoned by a variance; it will still be nonconforming for business use. Issue will be tabled to let Veronica further check into it.

Barry Schrope stated the supervisors have been discussing what financial reports they would like to see from the fire companies and EMS companies each year. The supervisors stated they would like to see the general ledger report on their accounts from their Quickbooks program on a quarterly basis. Vicki Jenkins asked if this would alleviate the need for the annual audit report they currently give to the township. Barry stated no the township should not need that if the general ledger shows every transaction coming out of their accounts. Byron Worner stated they could give the township copies of their bank statements with the quarterly report in lieu of the annual financial report. The supervisors stated they will give it a try and see how it works this year. Barry advised the township has budgeted \$115,000 to the fire companies this year, an increase of \$30,000. Barry Schrope made a motion to split the amount budgeted $\frac{3}{4}$ going to Duncannon Fire Co. and $\frac{1}{4}$ going to New Bloomfield Fire Co. with Duncannon Fire Co. receiving \$25,000 as a donation and \$61,250 going to their capital reserve account and New Bloomfield Fire Co. receiving \$15,500 as a donation and \$13,250 going to their capital reserve account, Jeff Smith second the motion, with all in favor.

Paper work has been received from One Digital Health and Benefits regarding the health and dental insurance renewal rates. There is an increase on the health insurance coverage of 11.05% and a slight increase for the dental insurance coverage. Barry Schrope made a motion to remain with Capital Blue Cross for the health insurance, Jim Fuller second the motion, with all in favor. Jim Fuller made a motion to remain with United Concordia for the dental insurance, Barry Schrope second the motion, with all in favor.

Agenda item #10 shed replacement was tabled.

PSATS has completed the annual Disclosure Statement required by Chapter 7-A of Act 44 of 2009, the Municipal Pension Plan Funding Standard and Recovery Act (copy on file). PSATS has asked the supervisors to review the disclosure statement and if it is adequate adopt the Disclosure Statement and place it in the township's pension file. Barry Schrope made a motion to adopt the Disclosure Statement, Jeff Smith second the motion, with all in favor.

The Perry County Convention will be held February 29, 2020. Vicki Jenkins will send out information to the committees and elected officials.

The State Convention will be held May 3 – 6, 2020 in Hershey. The supervisors advised if any of them are interested they will let Vicki Jenkins know so she can register them.

The supervisors advised there will be a change to the recycling date in July since the 1st Saturday is July 4th, it will be moved to June 27, 2020.

Jeff Smith advised he spoke to Randy Sylvester and he advised the price for recycling will be going up at the beginning of the year. Jeff stated he indicated the price would double and would be around \$125/pull and \$125/ton to dump. The current contract is for a year with the option of renewing for another one year period. Veronica Range stated the contract is not clear on whether or not the option is with the same contract; so it would come down to what the parties understanding is and if the extended year would be the same price. Jeff stated he will talk to Randy and get a firm price. Issue tabled until next month.

Correspondence has been received from Cheri Matter from DCNR regarding a progress report for the grant at Wagner Park. Jeff Smith advised as of the last rec board meeting they were waiting to hear from Rob Shaffer on the revised plans and bid package. Jeff advised he and Vicki will email Cheri and let her know the status and also email Rob to see what's going on.

Jeff Smith made a motion to approve the checks from the general fund for the month of December. They were as follows: 4861 – 4903, 120319A, 120319B, 11-2019 and 011-2019

Jim Fuller second the motion to approve the checks, with all in favor.

There being no further business Jim Fuller made a motion to adjourn the meeting. Jeff Smith second the motion, with all in favor. Meeting adjourned at 8:55 p.m.

Respectfully Submitted,

Vicki L. Jenkins
Twp. Secretary