

January 6, 2020 the Annual Organizational Meeting was held at 1:00p.m., at the Oxford Township Municipal Building, 780 Hanover Street, New Oxford, PA 17350. Present were Supervisors Mario Iocco, Harry McKean, M. Frank Sneeringer, employees Shawn Leister, Rick Groft, Beverly Shriver, Deborah Greenholt and Ed Strevig.

Before assuming the duties of office; Frank Sneeringer took the oath of office before Deborah Greenholt notary for the Township.

McKean second by Sneeringer appoint Mario Iocco as Temporary Chairman. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Iocco second by McKean appoint Beverly Shriver as Temporary Secretary. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

The Temporary Chairman called the meeting to order with the Pledge of Allegiance to the American Flag; and asked for a nomination for Chairman.

McKean second by Sneeringer appoint Mario Iocco as Chairman of the Board of Supervisors. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Iocco second by McKean appoint Frank Sneeringer as Vice-Chairman. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer re-appoint Beverly Shriver as Township Secretary, Planning Commission Secretary and Secretary of Zoning Hearing Board. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer re-appoint Deborah Greenholt as Treasurer. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer appoint Shawn Leister as Roadmaster. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer re-appoint Ed Strevig as Zoning Officer, Code Enforcement Officer and Building Permit Officer. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer appoint the Chairman of the Board of Supervisors as the Flood Plain Administrator. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Iocco affirmed an increase in wages \$.50 an hour to full time employees Richard Groft, Beverly Shriver, Deborah Greenholt, and \$.50 to Ed Strevig; part-time employee. David Sentz pay rate for 2020 is \$20.25 per hour and affirm Shawn Leister's pay raise at \$1.50 per hour. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer affirm the amount of bond for the Treasurer and Secretary at \$1,000,000. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Sneeringer second by Iocco re-appoint John Baranski as lead counsel from Blakey, Yost, Bupp & Rausch for 2020 at \$135.00 per hour for attending meetings and responding to concerns which arise in the regular course of our representation of the Township. Municipal work including litigation will be \$150.00 per hour. Specialized services in connection with Bond or Note financings will be the normal and customary fees

consistent with the amount of work and the risks incurred by the firm in connection with such matters. The Solicitor will attend the evening township meeting each month. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Iocco second by Sneeringer re-appoint Terry Myers from C.S. Davidson as the Contract Engineer for the year 2020. This will include the Township Meeting each month at a charge of \$65.00 plus mileage. All other engineering will be charged by the individual project. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer adopt Resolution 2020-1 Setting Rate for Engineering and Legal Services. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Sneeringer second by McKean appoint John L. Senft as Zoning Hearing Board Solicitor from Senft Law Firm for the 2020 Year. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Sneeringer second by Iocco adopt Resolution 2020-2 naming John L. Senft as Zoning Hearing Board Solicitor at a rate of \$130.00 per hour for the 2020 Year. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer appoint Beverly Shriver as Open Records Officer. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Sneeringer second by McKean adopt Resolution 2020-3; naming Beverly Shriver as Open Records Officer and set hours. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer re-appoint KPI's Gilbert Picarelli (#02291) as Primary Sewage Enforcement Officer. Also from KPI Alternate Sewage Enforcement Officers will be Dominic Picarelli (#03305) and Leah Heine (#03069). Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer adopt Resolution 2020-4 Naming KPI's Gilbert Picarelli (#02291) as Primary Sewage Enforcement Officer. And KPI Alternate Sewage Enforcement Officers will be Dominic Picarelli (#03305) and Leah Heine (#03069) and their fees. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer affirm Resolution 2017-5 Naming Mike Hartman as Inspector for Residential Permits from Middle Department Inspection Agency and their Fee Schedule; 2004-2 naming Ed Strevig is the Commercial Inspections for Middle Department. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer affirm the appointment of Lisa Kaiser's Deputy Tax Collector, Stacey Motter; Littlestown Borough's Tax Collector for the 2020 Year. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer appoint the Planning Commission Chairman; which will be determined the first meeting in January to serve as Chairman of the Vacancy Board. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Sneeringer second by Iocco re-appoint Victoria Nicholson and Beverly Shriver to the Planning Commission Board. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer adopt Resolution 2020-5 confirming appointments to the Planning Commission Board and set forth terms. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer re-appoint Brandon Guiher as a member of the Zoning Hearing Board and adopt Resolution 2020-6 naming the Zoning Hearing Board and set terms. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer re-appoint Robert Martin as the York/Adams Income Tax Bureau (YATB) Voting Delegate Representative and Janet E. Martin as Alternate Voting Delegate Representative for the 2020 year. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer re-appoint Robert Martin as Voting Delegate Representative for the Adams County Tax Collection Committee (ACTCC) and Janet E. Martin as Alternate Voting Delegate Representative for the 2020 year. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Iocco second by McKean name Frank Sneeringer as the Representative of the Council of Government for 2020. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer establish the Township Meeting nights as the third (3rd) Tuesday of the month at 6:30 p.m. Workshops will be held the 2nd & 4th Wednesday at 10:00a.m. except no meeting January 22, April 22, and July 22, since the evening meeting is the day before. All meetings will be held at the Oxford Township Office Building, 780 Hanover Street. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Iocco second by Sneeringer establish the Planning Commission's meeting night the 2nd Wednesday of every month. All public meetings will be held at the Oxford Township Building, 780 Hanover Street at 6:30p.m. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer establish Zoning Hearing Board meeting nights to be held as needed (When a Hearing Application is filed). Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote All hearings will be held at the Oxford Township Building, 780 Hanover Street at 7:00p.m.

McKean second by Sneeringer select these local banks; ACNB and BB&T for the year 2020. All accounts shall require any 2 Supervisors and either the Treasurer or Secretary's signature. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Iocco second by Sneeringer appoint Iocco as the PSATS Convention Voting Delegate (May 3-6, 20-20). Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

Sneeringer second by McKean pay the bills based on due dates for the year 2020 and give report at the Board of Supervisor's meetings. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer appoint Adams County Recorder of Deeds to collect the Real Estate Transfer Tax of 2% (1% local, 1% state) for the 2020 year. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer establish the Office Hours for 2020 as Monday-Friday 8:00am to 4:30p.m. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

McKean second by Sneeringer affirm Verna Feeser as Administrator of the Emergency Management confirmed by the Governor of the State of Pennsylvania and to be paid \$1.00 per day. Investigating incidents and attending training classes to be paid \$11.00 per hour; plus mileage. And to be reimbursed \$70.00 for the use of her private phone for Township business. Roll Call Vote: Iocco Aye Vote, McKean Aye Vote, Sneeringer Aye Vote

No Public present.

The Chairman called an Executive Session for personnel issues at 1:27p.m. The Chairman called the meeting in session at 1:42p.m.

Iocco announced they appreciated the work Strevig did for the past two- years but it was a temporary position.

They are looking to the future and they need to be proactive instead of reacting when positions open up. The Board of Supervisors will be advertising for a Township Manager/Code Enforcement Officer/Zoning Officer/Permit Officer/Flood Plain Administrator and also that person will be working on the programs that the Board of Supervisors started to justify a full-time position. If they find a qualified person; they will already know these things. This will give the office staff time to get that person familiar with the Township. This will give a chain of command in the office. Ed Strevig can stay on while that person is in transition. When and if they find the right person to hire, the office staff will be getting an additional \$.50 pay raise due to training and showing the Supervisors appreciation for their hard work. This Manager will have to be a team player and willing to learn. The road crew being out and around the Township can be the eyes in assisting the manager with their duties. The Supervisors have everyone in place now; so they can make sure they hire the right person. At the next meeting the Supervisors will authorize to advertise for the position.

With no further business; McKean second by Iocco motioned to adjourn the meeting. 3 Yea Votes Meeting adjourned at 2:03p.m.