

March 26, 2014
Tyrone Township
Board of Supervisors Meeting Minutes

Call Meeting to Order

Pledge to Allegiance

Public Participation

Review Previous Meeting Minutes

Review Bills

The Tyrone Township Board of Supervisors' regularly-scheduled 2014 meeting was called to order at 7:00 PM by Vice-Chair Shupe. Present were: Vice-Chair David K. Shupe; James D. Lady, Supervisor; Timothy Shultis, Township Solicitor; Donna Dixon, Secretary-Treasurer; David Richwine and Robert Staub, Township Planning Commission; Rosalie Dashoff, Township Citizens Committee; Tom Eyler, York Springs Company 9 Ambulance and Township EMS; and William Seibert, Township Resident.

Public Participation

NONE

Lady made a motion to approve the March 12, 2014 Meeting Minutes. Shupe seconded the motion. The motion carried unanimously.

Lady made a motion to approve the Bills List and Shupe seconded the motion. The motion carried unanimously.

NEW BUSINESS

2014 Township Donations - After some discussion, the Board agreed to table this topic until the next Board meeting on April 9, 2014.

Proposed Lease Agreement between Tyrone Township and Imperial N.C. Associates – Waste Water Treatment Facility - This agreement is still in draft status. Solicitor Shultis sent a proposed lease agreement on March 13, 2014 to Mark Silver, Attorney for Imperial N.C. Associates, and has not received a response. The Board tabled this topic until a response is received.

Granite Ridge Bond Release - The Township's Engineer's office, Wm. F. Hill & Assoc., Inc. , recently sent the Township a letter recommending that the Board approve the release of the Granite Ridge Farms bond for the remaining financial security since all required improvements have been generally installed in accordance with the plan drawings. Lady made a motion to release the bond in the amount \$5,417.00 to the Granite Ridge Farms; Shupe seconded the motion. The motion carried unanimously.

Change in Chair of Township Citizens Committee - Missy Shupe sent Raub an email resigning as Chair but will remain a member of the Citizens Committee. Rosalie Dashoff will now be Chair of the Citizens Committee.

JEP Enterprises Inc. 2014 Mowing Services Estimate - Lady made a motion to approve the fees for JEP Enterprises mowing services for 2014. Shupe seconded the motion. The motion carried unanimously.

PSATS 2014 Proposed Resolutions for Consideration at the 2014 PSATS' Annual Educational State Conference

and Trade Show – April 13-16 - PSATS sent the Township a list of the proposed resolutions to be considered at the April 13-16 Annual Education State Conference and Trade Show and will be voted on at the General Session on April 15. Shupe suggested the Board members review these proposed resolutions and at the April 9, 2014 Board of Supervisors' meeting, inform him of those resolutions the Board suggests to support or oppose.

Adams County Department of Probation Services Community Service Program - The Board members were in agreement to complete the form from the Adams County Department of Probation Services indicating that the Township is interested in participating. If the Township does not have any projects when community service clients volunteer their services, the Heidlersburg Fire Company can always use their help. The Secretary-Treasurer will complete the paperwork and return it to the Adams County Department of Probation Services.

Tom Eyler, Ambulance No. 9 - As of February 1, 2014, Wellspan EMS no longer provided the York Springs Ambulance No. 9 with an EMT staff. Therefore, Ambulance No. 9 decided to hire two EMTs, Carl Wickline will be their full-time EMT; however, they are still using volunteer drivers. Last year, Tyrone Township used their ambulance services 19.32%. Tyrone Township, along with Huntington and Latimore Townships and York Springs Borough, are the four largest municipalities utilizing their services. Since they are considered a new business, the only insurance provider who would cover them was the State Workers' Insurance Fund (SWIF) at a cost of \$13,899 annually. With 19% of the calls being received from Tyrone Township, the Workers' Compensation Insurance broken down into four of the municipalities' portion is \$2,640.81 for 2014. Once Ambulance No. 9 has been in business for one year, hopefully the cost will be much less. They are presently researching the possibility of entering into group purchasing for insurance and other expenses. Their fail rates were 19-22% and now they are down to less than 1%. If the Township would give them consideration in assisting with the Workers' Compensation Insurance, it would be greatly appreciated.

OLD BUSINESS:

Engagement Letter between SF & Company and Tyrone Township – 2013 Audit - Solicitor Shultis explained the purpose of this letter is a separate, written fee letter on how they charge which is consistent with what they charge. The amount is the same. Shupe made a motion to execute the engagement letter between the Township and SF & Company. Lady seconded the motion. The motion carried unanimously.

Management Letter between SF & Company and Tyrone Township – 2013 Audit - As of tonight, the management letter which is a summary of the findings of SF & Company's audit and their recommendations, are still in draft form. No action is necessary at this point.

Representation Letter between SF & Company and Tyrone Township – 2013 Audit - Solicitor Shultis explained that when an outside auditing firm audits, they require a letter from the institution saying that the institution is going to provide correct information, the institution must disclose any fraud and is committed to fraud prevention and are unaware of any potential violations of contracts, taxing or debt limits or any uncharted claims toward the Township. Shupe made a motion that the Board approves the representation letter to SF & Company subject to four revisions discussed. Lady seconded the motion. The motion carried unanimously.

Draft SF & Company 2013 Audit Report - No action is required. The final audit report will be forthcoming.

Final Draft of April 2014 Township Newsletter - Shupe provided an overview of the articles to be included in this newsletter which are: the Heidlersburg Intersection, Waste Hauler Update, Rutter's Store # 36 , Act 537 and Act 46 of 2011. Also included is a draft insert regarding the upcoming May 5, 2014 Township Community Meeting and Forum. Lady made a motion to accept the newsletter and insert with the exception that the Tax Collector payments are not to be dropped off at the Township Municipal Building. Shupe seconded the motion. The motion carried unanimously.

Approval of Rutter's Conditional Use Hearing on March 6, 2014 - Solicitor Shultis presented the Board of Supervisors with an approval letter to be sent to Timothy Rutter of M & G Realty, Inc. including the following conditions:

- Rutter's must obtain land development approval;
- Rutter's must obtain all permits necessary from the state, county and township for improvements contemplated by the aforesaid land development;
- Rutter's must meet all regulations for all proposed signage or obtain a variance from the Township Zoning Hearing Board; and
- Applicant must comply with the Township Zoning Ordinance in regards to their land development plan process.

Lady made a motion to send the approval letter to Rutter's for their March 6, 2014 Conditional Use Hearing. Shupe seconded the motion. The motion carried unanimously.

Compensation of Planning Commission - With the exception of York Springs Borough, all Adams County municipalities responded to the Township's request regarding their planning commissions and if they are compensated. Lady made a motion that the Board of Supervisors compensate the Township Planning Commission for \$25 each meeting that is held and a member attends. Shupe seconded the motion. The motion carried unanimously. Staub, a Township Planning Commission member, announced that he will not accept any compensation.

EnergyWorks' Status Report on Gettysburg Plant - There was no representative from EnergyWorks present to give a status report.

Additional Old Business:

RFP Cover Letter and RFP Municipal Strategic Plan - Lady made a motion to approve the RFP cover letter for inclusion with the Municipal Strategic Plan RFP being sent to the qualified consultants once the Township receives written approval of the Early Intervention Program grant application from the Pennsylvania Department of Community and Economic Development. Shupe seconded the motion. The motion carried unanimously.

MEETINGS REPORTS

NONE

UNRESOLVED ISSUES

NONE

PUBLIC PARTICIPATION

- At the March 19, 2014 Township Planning Commission, Staub mentioned that residents who attended asked questions regarding the proposed cell tower on Rupp Road. They were:
 - If the cell tower caught on fire, who would be responsible for putting the fire out? Lady responded that the fire company would be responsible for any fire in the surrounding area but would not be responsible for the cell tower due to the fire companies do not respond to electrical fires; and
 - Will the cell tower be used for the new radios;
- Richwine stated that as Chairman of the Township Planning Commission, he thinks the members were blind sighted as far as all of the people that attended their March 19, 2014 meeting. Richwine was under the impression that the Planning Commission was to make recommendations to the Board regarding the Cellco Partnership Conditional Use application. He is not capable of handling a meeting like that. The Verizon Wireless representatives did not get through their entire presentation and Richwine would have liked to have had advance notice. It was suggested by Solicitor Shultis that there should be an order of business established at the beginning of every meeting and one of the Board members should attend to step in if needed to attempt to control the meeting.

MEETINGS

April 3, 2014 at 7 PM, Cellco Partnership d/b/a Verizon Wireless Conditional Use Hearing (260 Rupp Road),
Heidlersburg Fire Company Dining Hall, 2720 Heidlersburg Road
April 16, 2014 at 7:30 PM, Township Planning Commission, Township Municipal Building

SUBDIVISIONS

NONE

At 8:30 PM, Lady made a motion to adjourn and Shupe seconded the motion. The motion carried unanimously.