

Conestoga Township B.O.S Minutes

February 7th, 2017

CALL TO ORDER- The Supervisors meeting was called to order at 7 pm by Eshleman.

PRESENT- Supervisors; Craig Eshleman, John Berry, and Robert Hershey Jr , Secretary Naomi Little, Citizens; Attendance list attached.

MINUTES- The Supervisors approved the January meeting minutes on a motion by Berry, second by Hershey Jr. All in favor none opposed.

APPROVE BILLS- The Supervisors approved all bills paid during the month of January on a motion by Eshleman, second by Hershey Jr. All in favor none opposed.

TREASURER'S REPORT- Terry Shepps presented report. Shepps went over budget for 2016. He stated a combination of small revenue increases and the careful spending by the Supervisors contributed to the positive growth and consistency in the Township funds. He also discussed the beginning process of collecting data for a 5 year plan to help the Township in future planning. Eshleman asked Shepps about sales tax paid on gross receipts from the pool for the second half of the year. Shepps explained that the sales tax is calculated by taxable and non-taxable receipts, the second half paid was irreconcilable due to lack of information from the pool due to internal controls not being implemented in the past. There was no way to track the taxable vs nontaxable receipts. One would need to study both filings to understand the taxable amount reported, also the past 2014 and 2015 filings was reported at 0 for the first 6 months and the second filing appeared to be a guesstimate amount.

ZONING REPORT- Read by Eshleman, for W. Lampeter: there were 3 permits issued and 2 permits in review. It included a house restoration, replacing a trailer on an existing foundation, and reconstruction of an existing pole barn.

ROAD MASTER REPORT- John Berry gave an update on the roads for the past month. Cut and cleaned up trees on Meadow Lane. Installed a box on Hill Top Rd.

Patched potholes, cleaned storm grates and side gutters, straightened and replaced road signs. Cut brush and trees on Valley Rd. Out twice to plow and salt. Washed and cleaned the trucks and equipment after each storm. Had the GMC dump truck ready for inspection. Repaired hydraulic leaks, changed filters and fluids in loader. Repaired electrical problem with plow on pickup truck. Started to clean up behind shop, took 3 loads of scrap metal to the salvage yard. Put the \$314.40 towards new tool box for the shop and started to prepare road bids for 2017.

POLICE REPORT- Officer Jesse Blank presented report.

OLD BUSINESS

REAPPOINTMENT CONFIRMATION- Blanket reappointment of January's reorganization meeting on a motion by Hershey Jr., second by Berry. All in favor none opposed.

APPOINTMENT OF AUDITOR- Deb Griest was removed from the Auditor position and replaced with Karl Lefever on a motion by Berry, second by Hershey Jr. All in favor none opposed. The Township Auditors consist of an elected position held by Leslie Bunting until 2018, and two Supervisor appointed positions held by Paul Spangler and Karl Lefever until the end of 2017.

GREEN HILL ESTATES ROAD DEDICATION- Resolution 2017-05 to accept portions of road ways was adopted on a motion by Hershey Jr., second by Berry. All in favor none opposed.

ARTICLES OF AGREEMENT TERMINATION- Approval to sign the termination agreement between Conestoga and Pequea Townships on a motion by Berry, second by Hershey Jr. All in favor none opposed. The termination agreement will dissolve the Commission and place the department with Pequea twp. and allow Conestoga to prepare an agreement to purchase services from Pequea after this year.

ABOVE GROUND PIPELINE ORDINANCE- Tabled till March BOS meeting on a motion by Eshleman, second by Berry. All in favor none opposed.

SOLICITATION ORDINANCE INFORMATION- The Board has a sample copy of a solicitation ordinance to be reviewed. The Board will continue to research ordinances and Eshleman said he will bring this up at the next Police Commission Meeting and follow up from there.

DEP 537 PLAN- Approval of Resolution 2017-06 to adopt the 537 plan for Conestoga Township on a motion by Berry, second by Hershey Jr. All in favor none opposed.

NEW BUSINESS:

EMPLOYEE WAGES- Raise for the Road Crew and Secretary to \$18 an hour. Motioned by Berry, second by Hershey Jr. All in favor none opposed.

SECRETARY HOURS- Secretary's hours were increased to 35 hours a week. Hours will be Monday thru Friday from 8-3. Motioned by Berry, second by Hershey Jr. All in favor none opposed.

LETTER FROM SOLICITOR FOR ZONING ISSUES- Approval to have Twp Solicitor send a letter to inform two Residents of compliance issues with the Twp zoning requirements. Motioned by Eshleman, second by Berry. All in favor none opposed.

DRUG TASK FORCE CONTRIBUTION- Annual payment contribution approved for payment on a motion by Eshleman, second by Berry. All in favor none opposed.

PROMISE LAND CAMP PUMPING EXEMPTION- Grant to exempt camp from pumping schedule. Concerns of cabins being used more than grant request has prompted the Board to have the Zoning department review the camp before proceeding with the exemption. Motioned by Eshleman, second by Hershey Jr. All in favor none opposed.

CAR SHOW- Presented by RaeAnn Henry from Friends of the Force asked for the Boards blessing and to make public knowledge of the Car show coming up this September 23. The road would need to be closed from 8-4 to complete the festivities. The show will be from 9-3 rain or shine. It would be the Boards pleasure to oblige with thanks for their services. Approval to close the road motioned by Eshleman, second by Hershey Jr. All in favor none opposed.

EXECUTIVE SESSIONS- Sessions were held on Jan 20th, Jan 27th, and a phone session before the meeting on Feb 7th to discuss legal and personnel issues with in the Township.

SPECIAL COUNCIL- Board retained special council with Kozloff Stoudt to defend the Township against threats of possible litigation from Kelly Ream. Motion to retain services by Berry, second by Hershey Jr. All in favor none opposed.

The Board has been advised by special council to have the office computers reviewed by a forensic computer analyst to see how, if and why anything was deleted in years past.

GENERAL PUBLIC

Tim Buyers inquired about a meeting in 2015 that had details on a computer that was destroyed with a sledge hammer. Eshleman stated that it was not the computer they will be looking at.

Steve Bublitz asked about the road use permits for Williams Pipeline. Eshleman stated that Williams should be looking to set up a meeting to talk about the permits before the Board would proceed.

ADJOURN- @ 8:25 pm

Motioned by Eshleman, second by Berry. All in favor none opposed.

Respectively Submitted by, Naomi Little - Secretary

ATTENDANCE ROSTER

DATE:

Feb. 7, 17

MEETING:

BOS meeting

PLEASE PRINT YOUR NAME & ADDRESS:

1. Leroy Eshleman 693 GREEN Hill Rd.
2. Andy Collins 370 Main St. Conestoga-
3. Scott Hanna 2 Peach Ln.
4. Sue Busby 793 Stehman Rd.
5. Fred & Doris Wayley 39 Sand Hill Rd
6. Mark & Joy Mitchell 3296 Main St.
7. Robert Brody New Danville Mennonite Church
8. Jill Kelley 3551 Main St Conestoga
9. Eric Doman 4 CAMPSIDE CREEK Drive
10. KARL LEFEBER 250 VALLEY RD
11. Steve CARW Ebersole 3883 Main St.
12. Tim Byers 6 Orchard Lane
13. Robyn Maqua Sand Hill
14. Bill Rankin Hilltop Drive
15. PAUL SPANGLER 312 RIVER CORNER
16. Pam Thomas 3347 MAIN ST.
17. Ed Wynn 21 Peach Ln
18. Steph Bublitz 18 Goods Rd
19. Tracie Rincer 3470 MAIN ST.
20. Jim HILLARD LAND GRANT SURVEYORS
21. MIKE & KATHY LAUDER 12 WITMER TOWN LN.

ATTENDANCE ROSTER

DATE: _____

MEETING: _____

PLEASE PRINT YOUR NAME & ADDRESS:

1. Gary R. Erb 415 Hilltop Drive, Conestoga
2. Terry Shapp 125 Valley Rd. Conestoga
3. K. Gottfried 4022 Main St Conestoga
4. Becky Miles 106 Tomahawk
5. RaeAnn M. Henry 26 Buck Run Rd
6. Don Henry " " " "
7. Derek Good 4000 Main St
8. Dianna Good 4000 Main St.
9. Bill Goss 8 Campside Circle
10. Jon Tesesco 3788 Main St.
11. Janet Hess 17 Mohawk Dr., Conestoga
12. Larry Hess " "
13. Elaine Jones 34 Whipperwill 17603
14. Linda Lik 4180 Main St.
15. Karley Frankford 3619 Main St
16. Larry Frankford Jr " "
17. Goye Denlinger 3477 Main St 17516
18. Charke Fulmer 25 HV
19. Dawn Bha main St. Conestoga
20. Bob Jew VAWEN Rd
21. Bonnie Martin 21 Orchard Lane Conestoga

11:28 AM
03/06/17
Cash Basis

**Conestoga Township
Balance Sheet by Class
As of January 31, 2017**

	Capital Reser...	General	Pension	Railroad	Recreation	State Hwy	TOTAL
ASSETS							
Current Assets							
Checking/Savings							
100.010 - Gen #7762 Fulton Checking	0.00	447,626.37	0.00	0.00	0.00	0.00	447,626.37
100.011 - Gen #2361 Fulton Savings	0.00	4,058.01	0.00	0.00	0.00	0.00	4,058.01
100.023 - St Hwy Fulton Checking	0.00	0.00	0.00	0.00	0.00	38,750.74	38,750.74
100.030 - #7787 Fulton Checking-Recreation	0.00	0.00	0.00	0.00	17,944.79	0.00	17,944.79
100.040 - RBC Wealth Management							
Capital Reserves#70605	112,841.50	0.00	0.00	0.00	0.00	0.00	112,841.50
Pension Fund #71969	0.00	0.00	369,830.04	0.00	0.00	0.00	369,830.04
RailRoad Fund #70617	0.00	0.00	0.00	51,574.14	0.00	0.00	51,574.14
Total 100.040 - RBC Wealth Management	112,841.50	0.00	369,830.04	51,574.14	0.00	0.00	534,245.68
1072 - Bill.com Money Out Clearing	0.00	29,166.00	0.00	0.00	0.00	0.00	29,166.00
Total Checking/Savings	112,841.50	480,850.38	369,830.04	51,574.14	17,944.79	38,750.74	1,071,791.59
Total Current Assets	112,841.50	480,850.38	369,830.04	51,574.14	17,944.79	38,750.74	1,071,791.59
TOTAL ASSETS	112,841.50	480,850.38	369,830.04	51,574.14	17,944.79	38,750.74	1,071,791.59
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Other Current Liabilities							
Payroll Liabilities							
220.100 - SUI-employees portion	0.00	-21.36	0.00	0.00	0.00	0.00	-21.36
220.101 - SUI-employers portion	0.00	-32.91	0.00	0.00	0.00	0.00	-32.91
Total Payroll Liabilities	0.00	-54.27	0.00	0.00	0.00	0.00	-54.27
Total Other Current Liabilities	0.00	-54.27	0.00	0.00	0.00	0.00	-54.27
Total Current Liabilities	0.00	-54.27	0.00	0.00	0.00	0.00	-54.27
Total Liabilities	0.00	-54.27	0.00	0.00	0.00	0.00	-54.27
Equity							
Opening Bal Equity	112,841.50	0.00	369,830.04	51,574.14	0.00	0.00	534,245.68
270.000 - Unreserved Fund Balance	0.00	519,348.79	0.00	0.00	18,556.56	39,540.81	577,446.16
3010 - Unresolved checks and deposits	0.00	6,839.69	0.00	0.00	73.44	621.82	7,534.95
Net Income	0.00	-45,283.83	0.00	0.00	-685.21	-1,411.89	-47,380.93
Total Equity	112,841.50	480,904.65	369,830.04	51,574.14	17,944.79	38,750.74	1,071,845.86
TOTAL LIABILITIES & EQUITY	112,841.50	480,850.38	369,830.04	51,574.14	17,944.79	38,750.74	1,071,791.59

Conestoga Township
Profit & Loss Budget vs. Actual

Cash Basis

January 2017

Table with columns: General (Jan 17, Budget, \$ Over Bu...), Recreation (Jan 17, Budget, \$ Over Bu...), State Hwy (Jan 17, Budget, \$ Over Bu...), TOTAL (Jan 17, Budget, \$ Over Budget). Rows include Ordinary Income/Expense, Income (301.010-367.040), Total Income, Gross Profit, Expense (400.000-489.010), Total Expense, Net Ordinary Income, and Net Income.