

**SPRINGETTSBURY TOWNSHIP
ANNUAL REORGANIZATION MEETING**

**JANUARY 4, 2016
APPROVED**

The Springettsbury Township Board of Supervisors held the Annual Reorganization Meeting on Monday, January 4, 2016 at 6:00 p.m. at the offices of Springettsbury Township located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Mark Swomley, Chairman
George Dvoryak
Bill Schenck
Kathleen Phan
Blanda Nace

ALSO IN

ATTENDANCE: Kristen Denne, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Barbara Lindeman, Director of Finance
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jay VanPelt, YAUFRR
Chief Stump, Police Department
Jean Abrecht, Stenographer

1. OATH OF OFFICE

- A. George Dvoryak, Township Supervisor
- B. Blanda Nace, Township Supervisor

SWOMLEY Chairman Swomley introduced the two newly-elected board members, George Dvoryak for a third term, and Blanda Nace the new township supervisor.

BOWDERS Doreen Bowders, Notary Public, provided the Oath of Office to George Dvoryak and to Blanda Nace.

2. CALL TO ORDER

SWOMLEY Chairman Swomley called the Reorganization Meeting of the Board of Supervisors to order. He led the Pledge of Allegiance.

3. PUBLIC COMMENT

There was no public comment.

4. ELECTION OF OFFICERS

- A. Chairman of the Board of Supervisors
Current: Mark Swomley

MR. SCHENCK NOMINATED MARK SWOMLEY AS CHAIRMAN. NOMINATION UNANIMOUSLY CARRIED.

- B. Vice Chairman of the Board of Supervisors
Current: George Dvoryak

MS. PHAN NOMINATED GEORGE DVORYAK TO SERVE AS VICE CHAIRMAN. NOMINATION UNANIMOUSLY CARRIED.

- C. Assistant Secretary/Treasurer
Current: Kathleen Phan

MR. SCHENCK NOMINATED KATHLEEN PHAN AS ASSISTANT SECRETARY/TREASURER. NOMINATION UNANIMOUSLY CARRIED.

5. APPOINTMENT OF BOARD DELEGATES

- A. Appointment of Delegates and Voting Delegate to the PSATS Annual Convention
Current Delegates: All Board Members
Current Voting Delegate: Kathleen Phan

MR. DVORYAK MOVED TO APPOINT ALL BOARD MEMBERS AS CURRENT DELEGATES FOR THIS YEAR AND BILL SCHENCK AS DELEGATE. MOTION UNANIMOUSLY CARRIED.

6. RESOLUTIONS

- A. Resolution No. 2016-01 – Appointment of Township Solicitor
Current Solicitor: Blakey, Yost, Bupp & Rausch, LLP – Charles A. Rausch, Esquire

MR. SCHENCK MOVED FOR THE ADOPTION OF RESOLUTION 2016-01 NAMING THE FIRM OF BLAKEY, YOST, BUPP AND RAUSCH AS COUNSEL AGENCY, AND CHARLES RAUSCH AS THE COUNSEL. MOTION UNANIMOUSLY CARRIED.

- B. Resolution No. 2016-02 – Appointment of Personnel Attorney
Current Personnel Attorney: Ballard Spahr, LLP – Patrick J. Harvey, Esquire

MS. PHAN MOVED FOR ADOPTION OF RESOLUTION NO. 2016-02, APPOINTMENT OF PERSONNEL ATTORNEY BALLARD, SPAHR, PATRICK J. HARVEY, ESQUIRE. MOTION UNANIMOUSLY CARRIED.

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- C. Resolution No. 2016-03 – Appointment of Township Civil Engineer
Current Engineer: First Capital Engineering, Inc. – John Luciani, P.E.

**MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-03,
APPOINTMENT OF FIRST CAPITAL ENGINEERING, JOHN LUCIANI, P.E. AS THE
CIVIL ENGINEER. MOTION UNANIMOUSLY CARRIED.**

- D. Resolution No. 2016-04 - Appointment of Township Environmental Engineer
Current Engineer: Buchart Horn, Inc. – Dennis Crabill, P.E.

**MR. DVORYAK MOVED FOR ADOPTION OF RESOLUTION NO. 2016-04
APPOINTING BUCHART-HORN, INC. AS TOWNSHIP ENVIRONMENTAL
ENGINEER. MOTION UNANIMOUSLY CARRIED.**

- E. Resolution No. 2016-05 – Extension of Employment Agreement of Township Manager
Current Township Manager: Kristen Denne

**MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-05 EXTENDING
THE EMPLOYMENT AGREEMENT OF TOWNSHIP MANAGER. MOTION
UNANIMOUSLY CARRIED.**

- F. Resolution No. 2016-06 – Appointment of Township Secretary
Current Secretary: Dori Bowders

**MR. DVORYAK MOVED FOR ADOPTION OF RESOLUTION 2016-06 APPOINTING
DORI BOWDERS TOWNSHIP SECRETARY. MOTION UNANIMOUSLY CARRIED.**

- G. Resolution No. 2016-07 – Appointment of Township Treasurer
Current Treasurer: Kristen Denne

**MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-07 APPOINTING
KRISTEN DENNE AS TOWNSHIP TREASURER. MOTION UNANIMOUSLY
CARRIED.**

- H. Resolution No. 2016-08 – Appointment of Vacancy Board Chairman
Current Chairman: Jeffrey Lobach

**MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-08 APPOINTING
JEFF LOBACH AS VACANCY BOARD CHAIRMAN. MOTION UNANIMOUSLY
CARRIED.**

- I. Resolution No. 2016-09 – Appointment of Police Pension Fund Chief Administrative
Officer
Current CAO: Kristen Denne

**MR. NACE MOVED FOR THE ADOPTION OF RESOLUTION 2016-09
APPOINTMENT OF POLICE PENSION FUND CAO KRISTEN DENNE. MOTION
UNANIMOUSLY CARRIED.**

J. Resolution 2016-10 – Appointment of Non-Uniformed Employee Pension Fund Chief
Administrative Officer
Current CAO: Kristen Denne

**MR. NACE MOVED FOR THE ADOPTION OF RESOLUTION 2016-10
APPOINTMENT OF NON-UNIFORMED EMPLOYEE PENSION FUND CHIEF
ADMINISTRATIVE OFFICER KRISTEN DENNE. MOTION UNANIMOUSLY
CARRIED.**

K. Resolution No. 2016-11 – Appointment of Sewage Enforcement Officer
Current SEO: Leonard Spencer, Spencer SEO Services, LLC

**MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-11 APPOINTING
LEONARD SPENCER OF SPENCER SEO SERVICES, LLC AS SEWAGE
ENFORCEMENT OFFICER. MOTION UNANIMOUSLY CARRIED.**

L. Resolution No. 2016-12 – Appointment of One Representative and One Alternate to the
York Adams Tax Bureau
Current Representative: Vacant
Current Alternate: Sandra Ratcliffe

**MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-12 APPOINTING
BARBARA LINDEMAN AS THE REPRESENTATIVE AND SANDRA RATCLIFFE AS
ALTERNATE TO THE YORK ADAMS TAX BUREAU. MOTION UNANIMOUSLY
CARRIED.**

M. Resolution No. 2016-13 – Appointment of Representative to Springettsbury Township
Volunteer Fire Company
Current Representative: William Schenck

**MR. DVORYAK MOVED FOR ADOPTION OF RESOLUTION NO. 2016-13 –
APPOINTMENT OF REPRESENTATIVE TO SPRINGETTSBURY TOWNSHIP
VOLUNTEER FIRE COMPANY. MOTION UNANIMOUSLY CARRIED.**

N. Resolution No. 2016-14 – Appointment of Representative to York Area United Fire and
Rescue Commission
Current Representative: Kathleen Phan

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**MR. DVORYAK MOVED FOR ADOPTION OF RESOLUTION NO. 2016-14,
APPOINTMENT OF KATHLEEN PHAN AS REPRESENTATIVE TO YORK AREA
UNITED FIRE AND RESCUE COMMISSION. MOTION UNANIMOUSLY CARRIED.**

O. Resolution No. 2016-15 – Appointment of Representative to Serve on the Local Government Advisory Committee (LGAC)
Current Representative: Mark Swomley

**MR. SCHENCK MOVED FOR ADOPTION OF 2016-15 APPOINTING MR. NACE TO
THE LOCAL GOVERNMENT ADVISORY COMMITTEE. MOTION UNANIMOUSLY
CARRIED.**

P. Resolution No. 2016-16 – Appointment of Members to Serve on the Planning Commission (4 Year Term)
Expired Terms: Mark Swomley and Charles Stuhre

**MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-16 APPOINTING
CHARLES STUHRE TO THE PLANNING COMMISSION. MOTION UNANIMOUSLY
CARRIED.**

Q. Resolution No. 2016-17 – Appointment of Members to Serve on the Recycling Committee (No Term Length – Annual Appointment)
Current Members: Ron DiAngelo, Penny Dellinger, William Greenawalt, Charles Stuhre and Jason Smith

**MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-17 FOR
APPOINTMENT OF RON DIANGELO, PENNY DELLINGER, WILLIAM
GREENAWALT, CHARLES STUHRE AND JASON SMITH TO SERVE ON THE
RECYCLING COMMITTEE. MOTION UNANIMOUSLY CARRIED.**

R. Resolution No. 2016-18 – Appointment of Members to Serve on the Historic Preservation Committee (No Term Length – Annual Appointment)
Current Members: Lois Miller, June Frick, Lee Davis, Edward Pierce, Sharon Tapp, Stephen Smith, and Kevin Eck

**MR. DVORYAK MOVED TO ADOPT REOLUTION 2016-18 NAMING THE SEVEN
INDIVIDUALS ON THE AGENDA TO SERVE ON THE HISTORIC PRESERVATION
COMMITTEE. MOTION UNANIMOUSLY CARRIED.**

S. Resolution No. 2016-19 – Designation of Zoning Officer and Deputy Zoning Officer
Current Zoning Officer: John Luciani, P.E., First Capital Engineering, Inc.
Deputy Zoning Officer: David Redshaw, First Capital Engineering, Inc.

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MS. PHAN MOVED FOR ADOPTION OF RESOLUTION 2016-19 DESIGNATING JOHN LUCIANI, P.E. AS ZONING OFFICER AND DAVID REDSHAW, DEPUTY ZONING OFFICER. MOTION UNANIMOUSLY CARRIED.

T. Resolution No. 2016-20 – Appointment of Building Official
Current Building Official: Firm of First Capital Engineering, Inc.

MR. SCHENCK MOVED FOR ADOPTION OF RESOLUTION 2016-20, APPOINTMENT OF FIRST CAPITAL ENGINEERING, BUILDING OFFICIAL. MOTION UNANIMOUSLY CARRIED.

U. Resolution No. 2016-21 – Establishment of Treasurer Bond

MR. DVORYAK MOVED FOR THE ADOPTION OF RESOLUTION 2016-21, ESTABLISHMENT OF TREASURER BOND. MOTION UNANIMOUSLY CARRIED.

V. Resolution No. 2016-22 – Approval of Bank Account Signatories

MR. SCHENCK MOVED FOR THE ADOPTION OF RESOLUTION 2016-22, APPROVAL OF BANK ACCOUNT SIGNATORIES. MOTION UNANIMOUSLY CARRIED.

W. Resolution No. 2016-23 – Designation of Depositories

MR. DVORYAK MOVED FOR THE ADOPTION OF RESOLUTION 2016-23, DESIGNATION OF DEPOSITORIES. MOTION UNANIMOUSLY CARRIED.

X. Resolution No. 2016-24 – Appointment of Auditing Firm

This item was tabled.

7. OTHER ITEMS

A. Set Dates and Times for Regular Meetings of Board of Supervisors
Currently: Second and Fourth Thursday of each month – 7:00 p.m. with the following exceptions:

- June, July and August – Fourth Thursday Only
- November – Third Wednesday Only Due to Townships of the Second Class Convention being held on Second Thursday in November)
- December – Second Thursday Only

Consensus was favorable to establish workshops at 6:30 p.m. on the fourth Thursday.

MR. SCHENCK MOVED TO SET MEETINGS AS LISTED ON THE AGENDA WITH ADDITION OF ADDING THE 4TH THURSDAY OF EVERY MONTH MEETING WITH THE EXCEPTION OF NOVEMBER AND DECEMBER TO BE ADVERTISED AS

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**WORK SESSIONS AT 6:30 P.M. ON THOSE DAYS. MOTION UNANIMOUSLY
CARRIED.**

B. Set Dates and Times for 2017 Budget Work Sessions

**MR. SCHENCK MOVED TO SET THE 2017 BUDGET WORK SESSIONS FOR EVERY
MONDAY AND WEDNESDAY DURING THE MONTH OF OCTOBER FROM 6 P.M.
TO 9 P.M. MOTION UNANIMOUSLY CARRIED.**

8. ADJOURNMENT:

SWOMLEY Chairman Swomley adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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