

**MINUTES**  
**BETHEL TOWNSHIP BOARD OF SUPERVISORS**  
**JANUARY 2, 2018**

The reorganization and regularly scheduled meeting of the Bethel Township Board of Supervisors was held at 3:00 p.m. at the Bethel Township Building, 3015 S. Pine Grove Street, Fredericksburg, Pa with the following people present.

Shawn Hernley	Supervisor
Charles Mengel, Sr.	Supervisor
Richard Rudy	Supervisor
Melissa Johnson	Township Manager
John Enck	Township Solicitor
Charles Hess	Township Engineer

Also, in attendance were three audience members.

The Call to Order was made and the Pledge to the Flag was completed.

**COMMENTS** - None.

**TEMPORARY CHAIRMAN** – Shawn Hernley made a motion to appoint Richard Rudy as the temporary Chairman, seconded by Charles Mengel, Sr. All voted in favor.

**TEMPORARY SECRETARY** - Charles Mengel, Sr. made a motion to appoint Melissa Johnson as the temporary Secretary, seconded by Shawn Hernley. All voted in favor.

**CHAIRMAN** – Shawn Hernley made a motion to appoint Charles Mengel, Sr. as Chairman, seconded by Richard Rudy. All voted in favor.

Mr. James Shotzberger presented the Supervisors with a plaque to be placed on the table identifying the Chairman.

**VICE CHAIRMAN** – Shawn Hernley made a motion to appoint Richard Rudy as Vice-Chairman, seconded by Charles Mengel, Sr. All voted in favor.

**SECRETARY/TREASURER** – Shawn Hernley made a motion to appoint Melissa Johnson as Secretary/Treasurer, seconded by Charles Mengel, Sr. All voted in favor.

**APPOINT NEW AND/OR REAPPOINT EMPLOYEES** - Richard Rudy made a motion to reappoint all current employees, seconded by Shawn Hernley. All voted in favor.

**SET WAGES FOR 2018** - Richard Rudy made a motion set aside the 2018 wages until the February meeting, an executive session will be scheduled for the Board to review the wages, seconded by Shawn Hernley. All voted in favor.

**RESOLUTION 010317-A - MANAGER'S COMPENSATION** - Richard Rudy made a motion to table the Manager's Compensation Resolution, until the February meeting, seconded by Shawn Hernley. All voted in favor.

**BENEFITS - VACATION, SICK AND BEREAVEMENT LEAVE** – Richard Rudy made a motion to approve the vacation time of one (1) week after one (1) year of service, two (2) weeks after three (3) years of service and three (3) weeks after five (5) years of service, sick time of forty (40) hours after one (1) year of service, and bereavement of three (3) days for a spouse, children, parent, sibling, grandparent, grandchildren or in-laws, and one (1) day for aunt, uncle, niece, nephew or cousin, seconded by Shawn Hernley. All voted in favor.

**AFFIRM THE SUPERVISORS WHO ARE EMPLOYEES OF THE TOWNSHIP** - Charles Mengel, Sr. made a motion to affirm the supervisors; Shawn Hernley, Charles Mengel, Sr. and Richard Rudy, as employees of the township, seconded by Richard Rudy. All voted in favor.

**TREASURER'S/MANAGER BOND** - Charles Mengel, Sr. made a motion to approve the treasurer's/manager bond at one (1) million dollars, seconded by Shawn Hernley. All voted in favor.

**APPOINT TOWNSHIP SOLICITOR** – Shawn Hernley made a motion to appoint John Enck from Spitzer Kilgore and Enck as the township solicitor, seconded by Richard Rudy. All voted in favor.

**APPOINT ENGINEERING FIRM & FEE SCHEDULE** - Charles Mengel, Sr. made a motion to appoint Charles Hess, McCarthy Engineering as the township engineer and accept their fee schedule, seconded by Shawn Hernley. All voted in favor.

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**SEO AND FIRM'S FEE SCHEDULE** – Richard Rudy made a motion to appoint Jeremy Bentz, JB Environmental Services, LLC as the township Sewer Enforcement Officers and accept his fee schedule, seconded by Shawn Hernley. All voted in favor.

**VACANCY BOARD CHAIRMAN** - Charles Mengel, Sr. made a motion to reappoint Elaine Ludwig as the Vacancy Board Chairman, seconded by Shawn Hernley. All voted in favor.

**PLANNING COMMISSION MEMBER** – After some discussion was held, Richard Rudy made a motion to appoint Tim Showers as a Planning Commission Member. The motion died for a lack of a second.

Shawn Hernley made a motion to reappoint Beverly Martel as a Planning Commission Member for a five (5) year term, seconded by Charles Mengel, Sr. Richard Rudy was opposed. The motion carried.

**ZONING HEARING BOARD MEMBER** – Richard Rudy made a motion to reappoint Brenda Marinkov as a Zoning Hearing Board Member for a three (3) year term, seconded by Shawn Hernley. All voted in favor.

**UCC OFFICER AND FEE SCHEDULE** - Charles Mengel, Sr. made a motion to reappoint Light-Heigel as the Uniform Construction Code Officer and accept their fee schedule, seconded by Shawn Hernley. All voted in favor.

**UCC APPEAL BOARD** – Shawn Hernley made a motion to reappoint; David Hanula, Gene Kreitzer, and Shane Moyer as the Uniform Construction Code Appeal Board members to serve at the pleasure of the Board, seconded by Richard Rudy. All voted in favor.

**AG SECURITY BOARD MEMBERS** – Richard Rudy made a motion to reappoint; Larry Royer, Dale Snader, Linford Snyder, Randy Zeigler as Ag Security Board Members to serve at the pleasure of the Board and Shawn Hernley as the township representative, seconded by Charles Mengel, Sr. All voted in favor.

**RECREATION BOARD MEMBER** – Shawn Hernley made a motion to reappoint Allison Helsel as a Recreation Board member, seconded by Charles Mengel, Sr. All voted in favor.

**ZONING OFFICER** - Charles Mengel, Sr. made a motion to reappoint Jeremy Bentz, JB Environmental Services, LLC as the township zoning officer, seconded by Shawn Hernley. All voted in favor.

**FLOOD PLAIN ADMINISTRATOR** – Charles Mengel, Sr. made a motion to appoint Jeremy Bentz, JB Environmental Services, LLC as the Flood Plain Administrator, seconded by Shawn Hernley. All voted in favor.

**TAX COLLECTION COMMITTEE** – Charles Mengel, Sr. made a motion to appoint Jeff Werner as the representative and Ken Shirk as the alternate, seconded by Shawn Hernley. All voted in favor.

**SUBDIVISION AND LAND DEVELOPMENT ENFORCEMENT OFFICER** - Charles Mengel, Sr. made a motion to reappoint Charles Hess, McCarthy Engineering as the subdivision and land Development enforcement officer, seconded by Richard Rudy. All voted in favor.

**CHIEF ADMINISTRATIVE OFFICER FOR PENSION PLANS** – Charles Mengel, Sr. made a motion to appoint Richard Rudy as the Chief Administrative Officer for the pension plans, seconded by Shawn Hernley. All voted in favor.

**DELINQUENT TAX COLLECTOR** - Charles Mengel, Sr. made a motion to reappoint G.H. Harris as the township delinquent tax collector, seconded by Shawn Hernley. All voted in favor.

**ROADMASTER** – Shawn Hernley made a motion to appoint Richard Rudy as the roadmaster, seconded by Charles Mengel, Sr. All voted in favor.

**EMPLOYEE REPRESENTATIVE** - Richard Rudy made a motion to appoint Charles Mengel, Sr. as the employee representative, seconded by Shawn Hernley. All voted in favor.

**REP TO RECREATION BOARD** – Richard Rudy made a motion to appoint Charles Mengel, Sr. as the representative to the Park and Recreation Board, seconded by Shawn Hernley. All voted in favor.

**REP TO FSWA** - Charles Mengel, Sr. made a motion to appoint Richard Rudy as the representative to the Fredericksburg Sewer and Water Authority, seconded by Shawn Hernley. All voted in favor.

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**CDL CONTACT** – Charles Mengel, Sr. made a motion to appoint Melissa Johnson as the CDL contact, seconded by Shawn Hernley. All voted in favor.

**DEPOSITORIES** – Charles Mengel, Sr. made a motion to approve PLGIT, First Citizens Community Bank and Fulton Financial as depositories for township funds, seconded by Richard Rudy. All voted in favor.

**AUTHORIZED SIGNERS/FINANCIAL INSTITUTIONS** – Charles Mengel, Sr. made a motion to approve Shawn Hernley, Melissa Johnson, Charles Mengel, Sr. and Richard Rudy as authorized signers for PLGIT, First Citizens Community Bank and Fulton Financial, seconded by Richard Rudy. All voted in favor.

**WARRANT FOR TAX COLLECTOR/MUNICIPAL TAXES** – Shawn Hernley made a motion to approve and issue the warrant to Anne Marie Boltz to collect the 2018 municipal taxes, seconded by Richard Rudy. All voted in favor.

**VOTING DELEGATE TO 96<sup>th</sup> ANNUAL PSATS EDUCATIONAL CONFERENCE AND TRADE SHOW** - Charles Mengel, Sr. made a motion to appoint Richard Rudy, as the voting delegate at the 96<sup>th</sup> Annual PSATS Educational Conference and Trade Show, seconded by Charles Mengel, Sr. All voted in favor.

**HOLIDAYS FOR 2018** - Charles Mengel, Sr. made a motion to approve New Year's Day, Good Friday, Memorial Day, July 4<sup>th</sup>, Labor Day, Veteran's Day, Thanksgiving Day, the Day after Thanksgiving, Christmas Eve, Christmas Day, and the Employees Birthday, as holiday for 2018, seconded by Shawn Hernley. All voted in favor.

**MILEAGE RATE FOR EMPLOYEES** – Charles Mengel, Sr. made a motion to approve the IRS Mileage Rate, as set at (54.5¢) or revised for 2018 for township employees, seconded by Shawn Hernley. All voted in favor.

Solicitor Enck clarified Supervisors responsibilities vs. being paid as an employee.

**AUTHORIZATION TO PAY PAYROLL AND OTHER INVOICES BETWEEN MEETINGS** – Charles Mengel, Sr. made a motion to authorize the payment of payroll, insurance premiums and other invoices approved by the Supervisors between meetings, seconded by Charles Mengel, Sr. All voted in favor.

**MINUTES OF THE END-OF-YEAR MEETING** – Richard Rudy made a motion to approve the December 27, 2017 minutes as presented, seconded by Shawn Hernley. All voted in favor.

**ROADMASTER REPORT** - Richard Rudy gave a brief report.

**ENGINEERS BUSINESS** – Chuck Hess reported on the following:

**Fredericksburg United Methodist Church** – Charles Mengel, Sr. made a motion to accept the time extension of June 26, 2018, seconded by Shawn Hernley. All voted in favor.

**SOLICITOR BUSINESS** - John Enck reported on the following:

**Gerald Musser – Mountain Stream Village Phase III – Outstanding Invoice for Street Lights** – Solicitor Enck is waiting on a response from Attorney Christianson.

**Township Boundary Line – Township Line Drive and Circle Drive** – Discussion was held and contact will be made with Swatara Township regarding the winter maintenance of Township Line Drive, the revised workshop minutes and the liquids fuel payments.

**Arlin and Stacy Zimmerman Ag Security Proposal Hearing, February 8, 2018** – Solicitor Enck and the township manager will be working on preparing the legal notice and posting of the property for the February 8, 2018 hearing.

**Bell and Evans Agreement** – Richard Rudy made a motion to enter into the Erosion and Sedimentation Control Grading Agreement with Bell and Evans Realty II, LLC, seconded by Shawn Hernley. Charles Mengel, Sr. abstained from voting due to being employed by Bell and Evans. The motion carried.

**Stormwater Application and Fee Schedule** – Discussion was held on the possibly of updating the stormwater ordinance and preparing an ordinance requiring permission for earthmoving work.

**RECREATION REPORT** - None.

**FSWA REPORT** - None.

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**FINANCIAL REPORT** – Richard Rudy made a motion to approve the Financial Report as presented in the meeting packet, seconded by Shawn Hernley. All voted in favor.

**BILLS PAYABLE** - Charles Mengel, Sr. made a motion to approve the Bills Payable as presented in the meeting packet, seconded by Richard Rudy. All voted in favor.

**OLD BUSINESS** – None.

**NEW BUSINESS**

**Hershey Convention** – Shawn Hernley made a motion to approve the Supervisors, the manager and the Planning Commission Chairman attending the PSATS 96<sup>th</sup> Annual Educational Conference and Trade Show April 22<sup>nd</sup> – 25<sup>th</sup> and approving the registration fee of \$160.00 a person on-line registration by March 31<sup>st</sup>, seconded by Charles Mengel, Sr. All voted in favor.

**Fuel Bids** - Richard Rudy made a motion to approve purchasing through telephonic bid diesel at \$2.3732 a gallon and gasoline at \$2.2627 a gallon from Tally Petroleum Enterprises, Inc, seconded by Shawn Hernley. All voted in favor.

**Road Materials** - Richard Rudy made a motion to purchase the road materials through CoStars with certifications, seconded by Shawn Hernley. All voted in favor.

**Resolution 010218A – In Opposition to House Bill 1620 (PN 2146) Entitles the “Wireless Infrastructure Deployment Bill”**  
– Richard Rudy made a motion to adopt Resolution 010218A - In Opposition to House Bill 1620 (PN 2146) Entitles the “Wireless Infrastructure Deployment Bill”, seconded by Shawn Hernley. All voted in favor.

**Comments** – Shawn Hernley announced he looks forward to serving and working with everyone.

**ADJOURNMENT** - With no further business, Richard Rudy made a motion to adjourn the meeting at 4:06 p.m., seconded by Shawn Hernley. All voted in favor.

**Respectfully Submitted,**

**Melissa Johnson**  
**Secretary**