

**MINUTES
BETHEL TOWNSHIP BOARD OF SUPERVISORS
JANUARY 3, 2022**

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
Bruce Light	Supervisor
Richard Rudy	Supervisor
Melissa Johnson	Township Manager
John Enck	Township Solicitor

Also, in attendance was one (1) audience members.

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

COMMENTS - None.

CHAIRMAN - Richard Rudy made a motion to appoint Shawn Hernley as Chairman. Seconded by Bruce Light. All voted in favor.

VICE CHAIRMAN - Shawn Hernley made a motion to appoint Richard Rudy as Vice-Chairman. Seconded by Bruce Light. All voted in favor.

SECRETARY/TREASURER – Richard Rudy made a motion to appoint Melissa Johnson as Secretary/Treasurer. Seconded by Shawn Hernley. All voted in favor.

APPOINT NEW AND/OR REAPPOINT EMPLOYEES – Bruce Light made a motion to reappoint all current employees. Seconded by Shawn Hernley. All voted in favor.

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

TREASURER'S/MANAGER BOND – Shawn Hernley made a motion to approve the treasurer's/manager bond at two (2) million dollars. Seconded by Richard Rudy. All voted in favor.

APPOINT TOWNSHIP SOLICITOR & FEE SCHEDULE - Richard Rudy made a motion to appoint John Enck from Spitler, Kilgore and Enck as the township solicitor and accept the fee schedule. Seconded by Shawn Hernley. All voted in favor.

APPOINT ENGINEERING FIRM & FEE SCHEDULE - Richard Rudy made a motion to appoint Matt Mack from Mack Engineering Inc. as the township engineer and accept the fee schedule. Seconded by Bruce Light. All voted in favor.

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

VACANCY BOARD CHAIRMAN – Shawn Hernley made a motion to appoint Elaine Ludwig as the Vacancy Board Chairman. Seconded by Bruce Light. All voted in favor.

PLANNING COMMISSION MEMBER – Shawn Hernley made a motion to appoint Bruce Light as a Planning Commission Member for a five (5) year term. Seconded by Richard Rudy. All voted in favor.

ZONING HEARING BOARD MEMBER – Shawn Hernley made a motion to appoint Gary Lentz as a Zoning Hearing Board Member for a three (3) year term. Seconded by Bruce Light. All voted in favor.

UCC OFFICER AND FEE SCHEDULE – Bruce Light made a motion to appoint Light-Heigel as the Uniform Construction Code Officer and accept the fee schedule. Seconded by Shawn Hernley. All voted in favor.

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UCC APPEAL BOARD – Richard Rudy made a motion to appoint; 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 Shawn Hernley. All voted in favor.

AG SECURITY BOARD MEMBERS - Richard Rudy made a motion to appoint; 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 Shawn Hernley. All voted in favor.

RECREATION BOARD MEMBER – Shawn Hernley made a motion to appoint Jerilynn Mease as a Recreation Board Member for a five (5) year term. Seconded by Bruce Light. All voted in favor.

ZONING OFFICER - Richard Rudy made a motion to appoint Jeremy Bentz from JB Environmental Services, LLC as the township zoning officer. Seconded by Shawn Hernley. All voted in favor.

FLOOD PLAIN ADMINISTRATOR - Shawn Hernley made a motion to appoint Jeremy Bentz from JB Environmental Services, LLC as the Flood Plain Administrator. Seconded by Richard Rudy. All voted in favor.

FREDERICKSBURG SEWER AND WATER AUTHORITY BOARD MEMBER – Shawn Hernley made a motion to appoint Dale Bevans as Fredericksburg Sewer and Water Authority Members for a five (5) year term commencing the 1st Monday in January 2022. Seconded by Richard Rudy. All voted in favor.

TAX COLLECTION COMMITTEE - Bruce Light made a motion to appoint James Sholtzberger as the representative and Wendy Shollenberger as the alternate to the Tax Collection Committee. Seconded by Richard Rudy. All voted in favor.

SUBDIVISION AND LAND DEVELOPMENT ENFORCEMENT OFFICER – Richard Rudy made a motion to appoint Mack Engineering Inc. as the subdivision and land development enforcement officer. Seconded by Shawn Hernley. All voted in favor.

DELINQUENT TAX COLLECTOR - Richard Rudy made a motion to appoint Lebanon County Tax Claim Bureau as the township delinquent tax collector for the municipal taxes and G.H. Harris as the township delinquent tax collector for the Occupation Privilege Tax. Seconded by Shawn Hernley. All voted in favor.

CHIEF ADMINISTRATIVE OFFICER FOR PENSION PLANS - Shawn Hernley made a motion to appoint Richard Rudy as the Chief Administrative Officer for the pension plans. Seconded by Bruce Light. All voted in favor.

ROADMASTER - Richard Rudy made a motion to appoint Bruce Light as the roadmaster. Seconded by Shawn Hernley. All voted in favor.

EMPLOYEE REPRESENTATIVE – Richard Rudy made a motion to appoint Shawn Hernley as the employee representative. Seconded by Shawn Hernley. All voted in favor.

REP TO RECREATION BOARD - Shawn Hernley made a motion to appoint Bruce Light as the representative to the Park and Recreation Board. Seconded by Richard Rudy. All voted in favor.

REP TO FSWA - Shawn Hernley made a motion to appoint Richard Rudy as the representative to the Fredericksburg Sewer and Water Authority. Seconded by Bruce Light. All voted in favor.

CDL CONTACT – Shawn Hernley made a motion to appoint Melissa Johnson as the CDL contact. Seconded by Bruce Light. All voted in favor.

DEPOSITORIES - Richard Rudy made a motion to approve PLGIT, First Citizens Community Bank and Fulton Financial as depositories for the township funds. Seconded by Shawn Hernley. All voted in favor.

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AUTHORIZED SIGNERS/FINANCIAL INSTITUTIONS - Richard Rudy made a motion to approve Shawn Hernley, Melissa Johnson, Bruce Light and Richard Rudy as authorized signers for PLGIT, First Citizens Community Bank, Fulton Financial and TCM Bank, N.A. Seconded by Shawn Hernley. 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 2022 municipal taxes. Seconded by Richard Rudy. All voted in favor.

VOTING DELEGATE TO ANNUAL PSATS EDUCATIONAL CONFERENCE AND TRADE SHOW - Shawn Hernley made a motion to appoint Richard Rudy, as the voting delegate at the Annual PSATS Educational Conference and Trade Show. Seconded by Bruce Light. All voted in favor.

MILEAGE RATE FOR EMPLOYEES - Bruce Light made a motion to approve the IRS Mileage Rate, as set at (58.5¢) or as revised by the IRS for 2022 for township employees. Seconded by Richard Rudy. All voted in favor.

AUTHORIZATION TO PAY PAYROLL AND OTHER INVOICES BETWEEN MEETINGS - Shawn Hernley made a motion to authorize the payment of payroll, insurance premiums and other invoices approved by the Supervisors between meetings. Seconded by Richard Rudy. All voted in favor.

MINUTES OF THE END-OF-YEAR MEETING - Bruce Light made a motion to approve the December 28, 2021 minutes as presented. Seconded by Shawn Hernley. All voted in favor.

ROADMASTER REPORT - Supervisors Light gave the report. Discussion was held on a planer, and a blade for the skid loader, a line painter and the paving of the parking lot. More research is needed.

ENGINEERS BUSINESS

Paul and Susan Quanbeck Stormwater Plan - Bruce Light made a motion to enter into the Stormwater Facilities Construction Management and Operation Agreement and Declaration of Easement with Paul S. Quanbeck and Susan M. Quanbeck. Seconded by Richard Rudy. All voted in favor.

Shawn Hernley made a motion to approve the Stormwater Plan as presented. Seconded by Richard Rudy. All voted in favor.

SOLICITOR BUSINESS – Solicitor Enck reported on the Quanbeck Stormwater Plan.

RECREATION REPORT – The Park and Recreation meeting is scheduled for January 5, 2022 at 7 p.m.

FSWA REPORT – The FSWA meeting is schedule for this evening, January 3, 2022.

FINANCIAL REPORT - Richard Rudy made a motion to approve the Financial Report as presented in the meeting packet, subject to audit. Seconded by Shawn Hernley. All voted in favor.

BILLS PAYABLE – Richard Rudy made a motion to approve the Bills Payable as presented in the meeting packet. Seconded by Shawn Hernley. All voted in favor.

OLD BUSINESS - None.

NEW BUSINESS

PSATS Annual Educational Conference and Trade Show - Richard Rudy made a motion to approve the Supervisors, the Manager and the Planning Commission Chairman attending the PSATS Annual Educational Conference and Trade Show April 24th – 27th for \$175.00 a person, and the reimbursement of wages to the Manager and Supervisors. 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.

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ADJOURNMENT - With no further business, Richard Rudy made a motion to adjourn the meeting at 3:49 p.m. Seconded by Shawn Hernley. All voted in favor.

Respectfully Submitted,

**Melissa Johnson
Secretary**