

Draft Minutes of the Quincy Township Board of Supervisors January 4, 2021

Members present: Robert Gunder
Edward Wilson
Kerry Bumbaugh

Township Solicitor present: Linus Fenicle

1. Meeting of Quincy Township Board of Supervisors was called to order at 6:30 p.m. by Supervisor Gunder, followed by the Pledge of Allegiance. Road Crew Foreman Corey Kaiser, Forester Greg Baker and five residents were in attendance.
2. Bumbaugh made a motion to keep the board the same as previous year. Gunder declined the Chairman position. After some discussion Bumbaugh asked Wilson if he would be willing to serve as chairman, upon confirmation, then a Bumbaugh/Gunder motion for Supervisor Wilson to serve as Chairman, Supervisor Bumbaugh as Vice Chairman, Laura Justus as Secretary/Treasurer and Cathy Kozain as Assistant Secretary. Motion carried unanimously.
3. A Wilson/Gunder motion approved retaining the one-million-dollar bond level. Motion carried unanimously.
4. A Wilson/Bumbaugh motion reaffirmed the employment of the Administrative & Clerical Staff, Roadmaster, Road Crew, Sewer & Water Plant Operators, Seasonal/Part-Time employees and EMAs. Motion carried unanimously.
5. A Bumbaugh/Wilson motion approved giving a 1.5% COLA to all the employees. Motion carried unanimously.
6. A Bumbaugh/Wilson motion approved the Solicitor for the Township as Linus Fenicle, Planning Commission as to be determined, Zoning Hearing Board and Appeals Board as Jeffrey Evans and Eckert and Seamans as special counsel. Motion carried unanimously.
7. A Bumbaugh/Gunder motion approved reappointing the same Township Engineers which are Martin & Martin, Inc., William A. Brindle Associates, Inc., William F. Hill & Associates, Inc., HRG, Inc. and the Sewage Enforcement Officer is JWP Environmental. Motion carried unanimously.
8. Supervisor Wilson recommended Alan Peck, as Vacancy Board Chairperson, but the motion died for lack of a second. A Gunder/Bumbaugh motion approved reappointing Jim Bakner. Motion carried unanimously.
9. A Bumbaugh/Gunder motion approved our residents using Accredited Services, Inc. of Waynesboro, and/or Commonwealth Code Inspection Service, Inc. and Pa Municipal Code Alliance, Inc. of Chambersburg, as code enforcement agencies and securing building permits. Motion carried unanimously.

10. A Gunder/Bumbaugh motion approved Accredited Services, Inc. as the Township Zoning and Code Enforcement Official. Motion carried unanimously.
11. A Bumbaugh/Gunder motion approved BB & T, F & M Trust, Orrstown Bank and PLGIT as the Township check and savings bank depositories for 2021. Motion carried unanimously.
12. The following designated Board representatives were approved on a Gunder/Bumbaugh motion to the appropriate Boards. Motion carried unanimously.

FCATB & TCC – Bob Gunder, Primary, and Laura Justus, Alternate

Vision 2021 – Edward Wilson

COG – Bob Gunder, Primary & Kerry Bumbaugh, Alternate

WIDC – Kerry Bumbaugh, Primary & Bob Gunder, Alternate

EMA – Kerry Bumbaugh, Primary & Shawn Adolini & Joel Oyler, Alternates

Drug Task Force – Kerry Bumbaugh & Bob Gunder

Ag Advisory Board – Bob Gunder, Primary & Carroll Wilhide, Alternate

911, First Call & Emergency Alliance – Kerry Bumbaugh, Primary & Corey Kaiser, Alternate

13. The Board reaffirmed the Tax Collector rate at 5% on a Bumbaugh/Gunder motion. Motion carried unanimously.
14. A Bumbaugh/Gunder motion approved employee benefits per Employee Handbook; using Federal POV Mileage reimbursement rate of .56 ; Life Insurance & Health/Dental Insurance Plan and/or supplemental reimbursement; reimbursement for expenses for attendance at the County and PSATS Educational Conference and attendance at license related training seminars. Motion carried unanimously.

Quincy Township 2021 Employee Holidays:

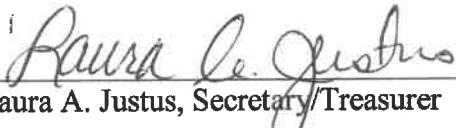
1. Friday, January 1 - New Years Day
2. Monday, January 18 – Martin Luther King, Jr. Day
3. Monday, February 15 - President’s Day
4. Monday, May 31 - Memorial Day
5. Monday, July 5 - Independence Day (Federally observed)
6. Monday, September 6 - Labor Day
7. Monday, October 11 – Columbus Day
8. Thursday, November 11 - Veterans Day
9. Thursday November 25 - Thanksgiving Day
10. Friday November 26 - Day after Thanksgiving
11. Friday, December 24 - Christmas (Federally observed)
12. Floater #1
13. Floater #2

15. A Gunder/Bumbaugh motion approved all Supervisors attending the full PSATS Educational Conference and approved the voting delegates as follows: Secretary/Treasurer, Laura Justus, Primary Delegate, and Supervisor Gunder, Alternate. Motion carried unanimously.
16. The Minutes of December 17, 2020 approved on a Bumbaugh/Gunder motion. Motion carried unanimously. A Bumbaugh/Gunder amended motion added the bills for December 2020 except those paid to the Supervisors. Motion carried unanimously.
17. During the initial public comment period there was no public comment.
18. A Gunder/Wilson motion ratified the execution of the modification to our Orrstown Line of Credit extending the maturity date to March 15, 2021. Motion carried unanimously.
19. A Bumbaugh/Gunder motion approved moving forward with the Micro-Tech Design Services estimate of \$32,000.00 for Well 7 electronics and software (SCADA) when the funds are available. Motion carried unanimously.
20. The four timber bids received by Forester Greg Baker were as follows:
 1. **Rosewood Co. & Partnership Land & Timber**, Fort Loudon - \$45,250.00
 2. **Leinbach Lumber**, Shippensburg - \$41,000.00
 3. **Mohn's Lumber, Inc.**, Waynesboro - \$52,125.00
 4. **Green Wood Products, LLC**, Gettysburg - \$28,200.00A Bumbaugh/Gunder motion accepted and awarded the bid to Mohn's Lumber. Motion carried unanimously.
21. A discussion took place regarding the construction of the road by our road crew to access the timber by the lumber company. Township resident Josh Mummert shared concern about the possibility of disruption to the internet connection if lines were hit during construction. Road Crew Foreman Corey Kaiser will notify Mr. Mummert prior to the start with a timeline of construction. A Bumbaugh/Gunder motion approved to construct an extension to Landfill Road after the utility companies agree to move their lines/boxes at a total cost of \$10,732.00, which includes \$7,732.00 in material and equipment costs and \$3,000.00 for three days labor.
22. A discussion took place regarding the sewer line extension on Landfill Road. The estimate prepared by Road Crew Foreman Corey Kaiser of \$11,201.00 includes 360 feet of 6 inch pipe, 2 clean outs, other various materials, equipment rental and \$2,400.00 of labor costs. Resident Josh Mummert shared concern about the time frame of costs imposed upon residents who live on that road. The Board shared with Mr. Mummert that the Quincy Sewer Authority will consider working with residents to allow payment plans for tap fees. This information will be presented to the Quincy Sewer Authority for their next meeting.
23. A Wilson/Bumbaugh motion approved the fee increases as presented in the 2021 Fee Schedule Resolution 2021-1 increasing a Subdivision filing fee to \$500.00 and Lot Addition filing fee to \$200.00 and using an attorney for the Planning Commission, only as needed, for Lot Additions. Motion carried unanimously.

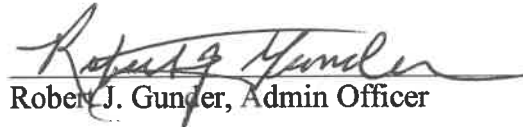
24. A Bumbaugh/Gunder motion approved to appoint Musselman and Creager CPA for the Township and Sewer Authority 2020 Audits conducted in 2021 pursuant to appropriate advertising according to the Second-Class Township code. A resolution will be prepared. Motion carried unanimously.
25. During the final public comment period, there was no public comment.
26. Chairman Wilson requested an executive session on personnel at 7:16 p.m. Motion carried unanimously.
27. The Board reconvened at 7:25 p.m.
28. A Bumbaugh/Gunder motion approved a \$1.00 wage increase, next pay period beginning January 11, 2021, for Matt Wagaman and Joe Wagaman. Motion carried unanimously.
29. Supervisor Gunder reported that there will be a rating call for the bond refinance on January 12, 2021 at 10:00 am. Supervisor Gunder also reported that he has provided Chad Rosenberry with the requested information that was needed for the extension of the Line of Credit.
30. Supervisor Bumbaugh would like the Board to consider doing something for Cathy because of the stressful changes that she has encountered in 2020, ideas can be discussed and a decision made at the next meeting.
31. The meeting adjourned at 7:35 pm. on a Gunder/Wilson motion. Motion carried unanimously.

Respectfully transcribed & written by:

Reviewed & certified by:



Laura A. Justus, Secretary/Treasurer



Robert J. Gunder, Admin Officer