**Finance/Operations**
**December 14, 2022**
**Minutes**

**Attendance:**

Supervisor Louann Boyer
Supervisor Eugene Zeyn
Supervisor Tom Klunk

Chair Charlotte Shaffer (on the phone)

Secretary-Treasurer, Tammy Bittle
Township Manager/Zoning Officer, Dave Arndt
Maintenance Manager, Scott Small
Chief, Gary Baumgardner
Engineer, Nate Simpson

Supervisor Don Knight – Absent

The meeting commenced at 9:30 a.m.

**Audience:**

None

**Public Comment on agenda items:**

No public comment.

**Minutes:**

Approval to amend the November 16, 2022 Finance/Operations Meeting Minutes- motion by Supervisor Klunk and seconded by Supervisor Zeyn. **Approved 4-0**

Motion was made by Supervisor Shaffer to amend the motion of approving the November 16, 2022 minutes by making a few administrative corrections and seconded by Supervisor Klunk. **Approved 4-0**

Received a donation letter from New Oxford Youth Lacrosse Club Association. Dave Arndt is going to let Sarah know that we need to have the request earlier due to our budget being done for donations.

**Maintenance:**

Maintenance Manager Scott Small advised the board that the maintenance guys were out and put salt brine on the roads for the icy weather on Thursday December 15, 2022. The guys will be coming in early just incase salt needs to be put down.

School lights we are still waiting on PennDOT for the permit. Scott was hoping to have this by January or February so that if we get the material in for the lights that they could have the concrete poured. That will not happen now until 2023

Dave Arndt had left the board know that Scott, Chief and himself will be working closely together on this to let personnel know if they need to come to work or stay home. All Supervisors agreed that Dave Arndt makes the final call.

**Zoning / Planning:**

**Zoning:**

Dave Arndt mentioned the Zoning and hearing board meeting held on December 7, 2022. The first hearing was for the set back of a fence for a childcare facility in a private home. That was approved that no set back is required for the fence.
The second hearing was for at the corner of Oxford Ave and Kindig Lane for the Clarks Soccer fields. This was approved as well. Supervisor Shaffer asked when the hearing was for this because she noticed the banner that was hung. She mentioned how the board did not approve this. Dave Arndt clarified the process of this. Supervisor Shaffer did say that she is in favor of having the fields there.

Dave Arndt stated there will be a zoning hearing meeting in January for the property for 104 Peanut Drive. He just received the request and for what he has seen it is for storage.

**Management:**

Dave Arndt completed the act 904 for recycling grant. This grant average $20,000 - $25,000. This money can be spent on anything. Does not need to go towards our recycling program.

**Engineer:**

Nothing to Report

**New Business:**

2023 Health Insurance. Supervisor Zeyn explained the insurance due to Lisa at Webber not able to attend. Capital Blue Cross will still be the insurance provided. All the administrate duties will be done by Benacon. The big difference that Supervisor Zeyn is seeing is the cost is going to be significantly lower for the Township. Dave Arndt question if we change plans next year if there were any penalties. Supervisor Zeyn confirmed that there are no penalties. The township will save $60,000.00 in premiums. Supervisor Klunk mad a motion to accept this. Second by Supervisor Zeyn. **Approved Vote 4-0**

**Old Business:**

There was no old business.

**2023 Budget**

Dave Arndt mentioned that the budget is up for adoption on Monday December 19, 2022. Dave Arndt mentioned the Salaries in Stormwater. Dave Arndt said that salaries were zeroed out. Supervisor Boyer agreed with Dave Arndt that salaries should be put in the budget. Supervisor Shaffer asked Dave Arndt to direct the question to Lee about revising the budgets. Discussion was had on the Stormwater budgets

**Public Comment:**

None

**Adjourn:**

Supervisor Klunk made a motion to adjourn the Finance/Operations meeting at 10:30 a.m., seconded by Supervisor Shaffer. **Approved Vote 4-0**

Respectfully submitted by:

Tammy Bittle
Secretary-Treasurer