**MONAGHAN TOWNSHIP BOARD OF SUPERVISORS**

**Aug 8, 2022, MINUTES**

**6:00 p.m.**

 Pledge to the Flag

**I. CALL TO ORDER**

 Chairman Pawelski called the meeting to order at 6 p.m. in the meeting room of the offices of Monaghan Township. Present were Chairman Pawelski, Supervisor Allen, and Supervisor Schreffler.

Also present were Secretary/Acting Treasurer Chelssee Smith, Township Solicitor Matthew Bugli, and Dan Perva Township Engineer

**II.** **PUBLIC SAFETY REPORT**
Motion to approve report from the Carroll Township Police Department.

Motion: Allen
Second: Schreffler Vote: 3-0

**III. APPROVAL OF MINUTES**

 **A. July 11, 2022**

 The Board reviewed the minutes of the meeting held July 11, 2022.

 Motion to approve July 11, 2022, meeting minutes.

 Motion: Schreffler

 Second: Pawelski Vote: 3-0

**IV. PUBLIC COMMENT**

**V. PERSONS TO BE HEARD**

**VI. TREASURER’S REPORT**

 The Board reviewed the Treasurer’s Report.

 Motion to accept the Treasurer’s Report.

 Motion: Allen

 Second: Schreffler Vote: 3-0

Motion to pay DRS Printing for $932.80 and New Harrisburg Truck Body $45.98 in between the July and August meetings.

Motion: Schreffler
Second: Allen Vote: 3-0

Motion to authorize Chelssee Smith, Acting Treasurer, to pay bills, as needed between meetings, for up to $1500.00 with Board of Supervisor approval.
Motion: Allen
Second: Pawelski Vote: 3-0

Motion to approve up to 10 hours of overtime this fall for budget preparation and QuickBooks data file update.

Motion: Pawelski

Second: Schreffler Vote: 3-0

**VII. TOWNSHIP REPORTS**

 **A. Township Secretary**

 The Board reviewed the Secretary’s Report.

 Motion to accept the Secretary’s Report.

 Motion: Allen

 Second: Schreffler Vote: 3-0

 Motion to approve October 27, 2022, for Trick or Treat in Monaghan Township.
 Motion: Schreffler

 Second: Pawelski Vote: 3-0

Motion to amend the agenda to include an update to the vacation time and holidays in the employee handbook.
Motion: Pawelski

Second: Allen Vote: 3-0

Motion to approve updated employee handbook to include increase in vacation and holiday time off.

Motion: Pawelski

Second: Schreffler Vote: 3-0

 **B. Township Solicitor**

 The Board reviewed the Solicitor’s Report.

 Motion to accept the Solicitor’s Report.

Motion: Schreffler
Second: Allen Vote: 3-0

 **C. Zoning Officer/Engineer** The board reviewed the Zoning Officer and Engineer Report.

 Motion to accept Zoning Officer and Engineer Report.
 Motion: Schreffler

 Second: Pawelski Vote: 3-0

Discussed the need for public outreach regarding Stormwater/MS4 information. KPI is looking into helping Monaghan partner with Dillsburg Borough on an MS4 booth at the 2022 Farmers Fair.

 **D. Emergency Management Coordinator**

The board reviewed the Emergency Management Report.

Motion to accept the Emergency Management Report.

Motion: Pawelski

Second: Allen Vote: 3-0

 **E. Fire Company**

The board reviewed the Fire Company report.

 Motion to accept the Fire Company report.

Motion: Schreffler
Second: Pawelski Vote: 3-0

 **F. Sewage Enforcement Officer**

 The board reviewed the Sewage Enforcement Office report.

 Motion to accept the Sewage Enforcement Officer report.

 Motion: Schreffler

 Second: Pawelski Vote: 3-0

 **G. Road Foreman**

 The Board reviewed the Road Foreman’s Report.

 Motion to accept the Road Foreman’s Report.

 Motion: Schreffler

 Second: Pawelski Vote: 3-0

**H. Planning Commission**

Joy Schreffler shared the York Local Government Advisory Committee request to showcase Monaghan Township in an upcoming newsletter. She will follow up with Chairman Pawelski on the write-up.

Motion to instruct the Monaghan Township Planning Commission to tabulate the results of the Comprehensive Plan survey, including a quantitative tabulation and public comments for a presentation at the October Board meeting.

Motion: Pawelski

Second: Allen Vote: 3-0

**VIII. CORRESPONDENCE TO BOARD MAIL LIST**

 **Reviewed the mail list –**

Motion to amend the agenda to add a donation request from Polar Bear Foundation.

 Motion: Pawelski

 Second: Allen Vote: 3-0

 Motion to donate $100 to the Polar Bear Foundation 1st Annual Cookoff.

 Motion: Pawelski

 Second: Allen Vote: 3-0

**IX. UNFINISHED BUSINESS**

Motion to authorize Anthony Fisher and Bob Romito to schedule a 3rd party CDL test with Rohrer Bus and pay up to $275.00.

Motion: Allen

Second: Pawelski

**X. NEW BUSINESS**
Motion to set up a budget workshop for the first week of October.

Motion: Pawelski

 Second: Schreffler Vote: 3-0

 Motion to assign the Planning Commission to review the Conditional Use Hearing Application for 21 Andersontown Road.

 Motion: Pawelski
Second: Allen Vote: 3-0

 Motion to schedule a Conditional Use Hearing related to 21 Andersontown Road on September 15, 2022, at 6pm at Mt Pleasant Church.
Motion: Pawelski
Second: Allen Vote: 3-0

 Motion to allow the solicitor’s office to advertise the Conditional Use Hearing in the Dillsburg Banner.
Motion: Pawelski
Second: Allen Vote: 3-0

**XI. PAYMENT OF BILLS; BILL LIST 2022-07.**

 The Board reviewed and discussed the bill list for July.

Motion to approve payment of the 2022-07 bill list for July.

 Motion: Schreffler

 Second: Allen Vote: 3-0

**XII. ADJOURNMENT**

 Motion to adjourn meeting at 7:41pm.

 Motion: Schreffler

 Second: Allen

The Board of Supervisors meeting adjourned at 7:41 pm.

Respectfully submitted,

Chelssee Smith, Secretary

Minutes approved at meeting held on\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Chairman, Monaghan Township Board of Supervisors