**MONAGHAN TOWNSHIP BOARD OF SUPERVISORS**

**May 8, 2023, MINUTES**

**6:00 p.m.**

Pledge to the Flag

**I. CALL TO ORDER**

Chairman Pawelski called the regular meeting to order at 5:59p.m. in the meeting room of the offices of Monaghan Township. Present were Chairman Pawelski, Supervisor Allen, and Supervisor Schreffler.

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

**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. April 10, 2023**

The Board reviewed the minutes of the meeting held April 10, 2023.

Motion to approve April 10, 2023, meeting minutes.

Motion: Schreffler

Second: Allen Vote: 3-0

The Board reviewed the minutes of the Monaghan Township Road Inspection Workshop

held April 22, 2023.

Motion to approve April 22, 2023, meeting minutes.

Motion: Schreffler

Second: Allen Vote: 3-0

The Board reviewed the minutes of the Monaghan Township Building Budget Workshop

held May 3, 2023.

Motion to approve May 3, 2023, meeting minutes.

Motion: Schreffler

Second: Allen Vote: 3-0

**IV. PUBLIC COMMENT**

Cheryl Hoffman, 22 Summer Drive, raised the issue of the Memphord Estates Stormwater Basins. Township Solicitor Bugli clarified the difference of what steps the township took in the past related to easements and explained several options the township was reviewing to ensure safe access for maintaining the basins going forward.

**V. PERSONS TO BE HEARD – NONE**

**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

The Board directed Chelssee to obtain a list of auditors so that they can interview firms to replace current auditor, Trout, since they will no longer be auditing municipalities.

Motion to authorize Chelssee Smith, 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 Amend the Agenda to discuss summer office hours.

Motion: Pawelski

Second: Allen Vote: 3-0

Motion to make summer hours effective Memorial Day through Labor Day. The hours will be Monday-Thursday 7 AM – 4 PM; with Secretary/Treasurer working 10-hour days to get 40 hours.

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: Pawelski Vote: 3-0

**B. Township Solicitor**

The Board reviewed the Solicitor’s Report. Solicitor Bugli provided an update on the June 20 scheduling of oral arguments on the Mehanovic Conditional Use application appeal in front of Judge Christopher Menges.

Motion to accept the Solicitor’s Report.

Motion: Pawelski  
Second: Allen Vote: 3-0

**C. Zoning Officer/Engineer**

The board reviewed the Engineer and Zoning Officer Reports including:

* + A commitment to host a public meeting on Memphord Estates by September 2023
  + Request by Chairman Pawelski to recommend signage for the hidden Elicker/Mt. Airy intersection by the June BOS meeting
  + Update on the Carroll Township Rt. 15 Planning meeting to which Monaghan representatives attended on April 19, 2023

Motion to accept Engineer and Zoning Officer Report.

Motion: Schreffler

Second: Allen Vote: 3-0

Motion to approve Resolution #4 for 2023, Flood Mitigation Grant submission for Fisher’s Run Culvert, Monaghan Township.

Motion: Allen

Second: Schreffler Vote: 3-0

**D. Emergency Management Coordinator**

The Board reviewed the Emergency Management Coordinator Report, including a report by Supervisor Schreffler about tornado and major storm preparedness, especially for modular and mobile homes.

Motion to accept the Emergency Management Coordinator 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: Pawelski

Second: Schreffler Vote: 3-0

**F. Sewage Enforcement Officer** The Board reviewed the Sewage Enforcement Officer report.

Motion to accept the Sewage Enforcement Officer report.

Motion: Allen   
Second: Schreffler Vote: 3-0

**G. Road Foreman**

The Board reviewed the Road Foreman’s Report and commended the road crew on the

repair of N. Wharf Road due to creekbank erosion following a heavy rain.

Motion to accept the Road Foreman’s Report.

Motion: Pawelski

Second: Schreffler Vote: 3-0

**H. Planning Commission**

The Board reviewed the Planning Commission Report, which included a discussion of the status and suggested content for the Comprehensive Plan Update.

Motion to accept the Planning Commission Report.  
Motion: Pawelski

Second: Allen Vote: 3-0

**VIII. CORRESPONDENCE TO BOARD MAIL LIST**

1. York County Quick Response Team

Motion to give a contribution of $250.00 on behalf of Monaghan Township.

Motion: Pawelski

Second: Allen Vote: 3-0

**IX. UNFINISHED BUSINESS**

1. **New Building**

The board held a brief discussion on the next steps and how to move forward with building a new municipal office and directed Solicitor Bugli to prepare a Debt and Fund Balance Policy for the June 2023 BOS meeting.

1. **Community Day- August 26, 2023**

Motion to host a Community Day in collaboration with the Monaghan Township Fire Company on August 26, 2023.

Motion: Pawelski

Second: Allen Vote: 3-0

Motion to set aside $2500.00 for any expenses occurred with Community Day.   
Motion: Schreffler   
Second: Pawelski Vote: 3-0

**X. NEW BUSINESS**

**XI. PAYMENT OF BILLS; BILL LIST 2023-5.**

The Board reviewed and discussed the bill list for May in the amount of $50,510.54

Motion to approve payment of the 2023-5 bill list for in the amount of $50,510.54

Motion: Schreffler

Second: Allen Vote: 3-0

**XII. ADJOURNMENT**

Motion to adjourn the meeting at 8:30pm.

Motion: Pawelski

Second: Allen Vote: 3-0

The Board of Supervisors meeting adjourned at 8:30pm.

Respectfully submitted,

Chelssee Smith, Secretary

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

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Chairman, Monaghan Township Board of Supervisors