**MONAGHAN TOWNSHIP BOARD OF SUPERVISORS**

**July 10, 2023, MINUTES**

**6:00 p.m.**

Pledge to the Flag

**I. CALL TO ORDER**

Chairman Pawelski called the regular meeting to order at 6p.m. in the meeting room of the offices of Monaghan Township. Present was Vice Chair Schreffler and Supervisor Allen.

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. June 12, 2023**

The Board reviewed the minutes of the meeting held June 12, 2023.

Motion to approve June 12, 2023, meeting minutes. Chairman Pawelski abstained due to the fact that she was absent from the June meeting.

Motion: Schreffler

Second: Allen Vote: 2-0-1

**IV. PUBLIC COMMENT - NONE**

**V. PERSONS TO BE HEARD - NONE**

**VI. Subdivisions**

Petrone - Alpat Drive, 2023-1: Dale Jackson from Akens Engineering presented the Petrone Subdivision Plans and answered Board questions.

Motion to approve the requested waiver:

1. Section 402.01.1 Scale.

Motion: Schreffler

Second: Pawelski Vote: 3-0

Motion to accept $900 fee in lieu of road improvements, per Section 602.03.02: Installation of Improvements.   
Motion: Schreffler   
Second: Allen Vote: 3-0

Motion to approve Petrone Subdivision Plan on Alpat Drive: 2023-1.  
Motion: Pawelski   
Second: Allen Vote: 3-0

Simpson - Big Oak Road 2023-2:

Motion to approve waiver of installation of improvements for the cartway width of Filey’s and Big Oak Rd, 602.03.02.

Motion: Schreffler

Second: Pawelski Vote: 3-0

Motion to approve an amount of $750 for the fee in lieu of road improvements.

Motion: Pawelski

Second: Schreffler Vote: 3-0

Motion to approve Simpson – Big Oak Road: 2023-2 subdivision plan.

Motion: Pawelski

Second: Allen Vote: 3-0

**VII. TREASURER’S REPORT**

The Board reviewed the Treasurer’s Report.

Motion to accept the Treasurer’s Report.

Motion: Schreffler  
 Second: Allen Vote: 3-0

Motion to authorize credit card usage for $237.51 for June.

Motion: Allen  
 Second: Pawelski Vote: 3-0

Motion to authorize Chelssee Smith, Treasurer, to pay bills as needed between meetings for up to $1,500.00 with Board of Supervisor approval.   
Motion: Schreffler  
Second: Allen Vote: 3-0

Motion to approve KPI bill of $7,272.05 to be paid between the June and July meetings.

Motion: Pawelski

Second: Allen Vote: 3-0

Motion to schedule and advertise to interview several firms for the purpose of auditing Monaghan Township. Monaghan’s longtime audit, Trout CPA, is no longer conducting municipal audits.

Motion: Pawelski

Second: Allen Vote: 3-0

**VIII. TOWNSHIP REPORTS**

**A. Township Secretary**

The Board reviewed the Secretary’s Report.

Motion to accept the Secretary’s Report.

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

Monaghan Township Solicitor Matt Bugli gave a brief update on the Mehanovic event venue. Mr. Mehanovic was granted Conditional Use approval in June 2023 by York County Judge Christopher Menges with 14 conditions attached. Conditions included: number of parking spaces, music to be indoors, number of guests, and hours of operation, etETC.

**C. Zoning Officer/Engineer**

The Board reviewed the Engineer and Zoning Officer Report, which included an update on:

1. Mowery Orchards – continuing to work on grading, sedimentation basins and stormwater utilities.
2. Messiah Sports Complex – continued discussions with University representatives regarding Zoning, Stormwater and Land Development Requirements.
3. Fisher Run Culvert – PA Flood Mitigation Grant decision in August/September.
4. Township Building – Obtained original Land Development and survey information. KPI performed additional survey work and has begun preliminary layout for site development.
5. Ordinances – KPI is coordinating with township secretary to update how ordinances are organized on the township website making them searchable and more easily accessed for residents of the township. The board proposed a meeting in Quarter 1 2024 regarding the Zoning Ordinance. KPI will be prepared to lead a review and update at that time.

Motion to accept Engineer and Zoning Officer Report.

Motion: Allen

Second: Schreffler Vote: 3-0

Motion to authorize Chelssee to schedule and advertise to public meeting to update the community on the Memphord Estates Stormwater Basin Action Plan for November 9 @ 6PM.

Motion: Pawelski

Second: Allen Vote: 3-0

**D. Emergency Management Coordinator – NONE**

**E. Fire Company – NONE**

**F. Sewage Enforcement Officer**

The board reviewed the Sewage Enforcement Officer Report.

Motion to accept the Sewage Enforcement Officer Report.

Motion: Schreffler

Second: Allen Vote: 3-0

**G. Road Foreman**

The Board reviewed the Road Foreman’s Report.

Motion to accept the Road Foreman’s Report.

Motion: Pawelski

Second: Schreffler Vote: 3-0

**H. Planning Commission – NONE**

**IX. CORRESPONDENCE TO BOARD MAIL LIST**

**X. UNFINISHED BUSINESS**

1. New Building

Fund Balance Policy Resolution was tabled until the 2024 budget and building budget is discussed.

Motion to table a future meeting.

Motion: Schreffler

Second: Pawelski Vote: 3-0

1. Community Day

Chelssee gave a briefing on Community Day being hosted at the Monaghan Township Fire Company on August 26, 2023 from 11 AM – 4 PM. The day will includeinclude family-friending games, food, live music, and several township updates.

Motion to schedule and advertise a workshop on the budget and finances for a new municipal building for Monaghan Township on August 28 at 6pm at the township office.

Motion: Pawelski

Second: Schreffler Vote: 3-0

**XI. NEW BUSINESS**

**XII. PAYMENT OF BILLS; BILL LIST 2023-7.**

The Board reviewed and discussed the bill list for July in the amount of $107,138.45.

Motion to approve payment of the 2023-7 Bill List for June in the amount of $107,138.45.

Motion: Schreffler

Second: Allen Vote: 3-0

**XIII. ADJOURNMENT**

Motion to adjourn the meeting at 7:55pm.

Motion: Schreffler

Second: Pawelski Vote: 3-0

The Board of Supervisors meeting adjourned at 7:55pm.

Respectfully submitted,

Chelssee Smith, Secretary

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

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Chairman, Monaghan Township Board of Supervisors