**MONAGHAN TOWNSHIP BOARD OF SUPERVISORS**

**January 2, 2024, MINUTES**

**6:00 p.m.**

Pledge to the Flag

**I. CALL TO ORDER**

Chairman Pawelski called the regular meeting to order at 5:58p.m. in the meeting room of the offices of Monaghan Township. Also, present were Vice Chair Schreffler and Supervisor Allen.

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

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

Motion: Schreffler  
Second: Pawelski Vote: 3-0

**III. APPROVAL OF MINUTES**

**A. Memphord Meeting**The Board reviewed the minutes of the meeting held November 9, 2023.

Motion to approve November 9, 2023, meeting minutes, with the addition of vote 3-0 added.

Motion: Schreffler

Second: Allen Vote: 3-0

**B. Dec 11, 2023 Minutes**

Motion: Allen  
 Second: Schreffler Vote: 3-0

**C. Dec 22, 2023 Minutes**  
 Motion: Schreffler

Second: Allen Vote: 3-0

The Board hired Michelle Van Winkle in the December 22, 2024 meeting and hired Dawood to assist in RACP grant writing for new building.

**IV. PUBLIC COMMENT**

Nancy Class, 621 E Siddonsburg Rd, inquired about a 4-way stop sign to be placed at Stop Sign at Wharf and Siddonsburg Roads due to speeding. The Board will explore whether a traffic study was recently conducted on the intersection and update neighbors.

Joy Schreffler, 9 Summer Dr, inquired about commercial activity taking place at Mowery Orchards. The Board asked the Zoning Officer to visit the property and report back to the Board with a recommendation.

**V. PERSONS TO BE HEARD – None**

**VI. SUBDIVISIONS/LAND DEVELOPMENT – None**

**VII. TREASURER’S REPORT**

The Board reviewed the Treasurer’s Report.

Motion to accept the Treasurer’s Report.

Motion: Pawelski  
 Second: Schreffler Vote: 3-0

Motion to authorize Chelssee Smith, Treasurer, to pay bills as needed between meetings for up to $3,000 with Board of Supervisor approval.   
Motion: Allen

Second: Pawel ski Vote: 3-0

**VIII. TOWNSHIP REPORTS**

**A. Township Secretary**

The Board reviewed the Secretary’s Report.

Motion to accept the Secretary’s Report.

Motion: Schreffler

Second: Allen Vote: 3-0

**B. Township Solicitor**

The Board reviewed the Solicitor’s Report.

Motion to accept the Solicitor’s Report.

Motion: Schreffler  
Second: Pawelski Vote: 3-0

**C. Zoning Officer/Engineer**

The Board reviewed the Engineer and Zoning Officer Report, which included the following updates:

* Dan Perva gave an update on the Starry Fields Messiah University stormwater permit agreement, which is under review by the solicitor.
* The township is waiting to hear back about the Flood Mitigation Grant for Fisher Run Culvert for $350,000.
* The township was awarded a grant from PA Small Water and Sewer for the Memphord Estates project in the amount of $74,832. The township will be reapplying to the York County Stormwater Consortium now that we have received notice of the Small Water grant approval.
* The survey of the basins has been completed.
* KPI met with several local builders that work on municipal projects. A workshop was recommended to meet with firms interested in managing the construction and helping the township go to bid.
* KPI will present specs for the Big Oak road repair at the February BOS meeting.
* Two stormwater permits were reviewed and recommended for approval.

Motion to approve the Justin Merritts stormwater management plan revision for 567 E Siddonsburg Rd revised Sept 27th 2023.

Motion: Pawelski

Second: Schreffler Vote: 3-0

Motion to approve the Rohrbaugh Locust Lane Stormwater Management Plan as presented by Dan Perva.

Motion: Schreffler  
Second: Allen Vote: 3-0

Motion to advertise a public workshop for the purpose of discussing the scope of Monaghan’s new building contract management options.

Motion: Pawelski   
Second: Allen Vote: 3-0

Motion to accept Engineer and Zoning Officer Report.

Motion: Schreffler

Second: Pawelski 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: Allen

Second: Schreffler Vote: 3-0

**G. Road Foreman**

Supervisor Allen reported on activities for December which included inspecting MS4 outfalls, conducting shoulder work for drainage on Grantham & Gilbert Roads, repairing the speed sign repairs, welding patches over rust holes on L8000, and repairing MS4 basins in Memphord Estates.

Motion to accept the Road Foreman’s Report.

Motion: Schreffler

Second: Pawelski Vote: 3-0

**H. Planning Commission – None**

**IX. CORRESPONDENCE TO BOARD MAIL LIST - None**

**X. UNFINISHED BUSINESS**

1. New Building next steps – discussed under the Engineer’s report.
2. File Clerk – discussed in the minutes from Dec 22, 2024.

**XI. NEW BUSINESS – None**

**XII. PAYMENT OF BILLS; BILL LIST 2023-1.**

The Board reviewed and discussed the bill list for January in the amount of $30,165.07.

Motion to approve payment of the Bill List 2023-1 for January in the amount of $30,167.07.

Motion: Pawelski

Second: Allen Vote: 3-0

**XIII. ADJOURNMENT**

Motion to adjourn the meeting at 7:45pm.

Motion: Schreffler   
 Second: Allen Vote: 3-0

Respectfully submitted,

Chelssee Smith, Secretary

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

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Chairman, Monaghan Township Board of Supervisors