

**West Donegal Township Supervisors  
Reorganizational Meeting  
January 4, 2016**

The reorganizational meeting of the Supervisors was held at 7:00 p.m. at the Township Municipal Building. Chairman Roger Snyder called the meeting to order with the following Supervisors in attendance: John Yoder, J. Clair Hilsher Philip Dunn, and Doug Hottenstein. Also in attendance were Zoning Officer Wayne Miller, Township Manager, Gene Oldham, Township Roadmaster, Todd Garber, and Chief of NRLCPC, Mark Mayberry.

- I. **Call Meeting to Order**
- II. **Pledge of Allegiance, Silent Prayer, Tape Announcement**
- III. **Roll Call of Supervisors** – all Supervisors are present
- IV. **Board of Supervisors Appointments**
  - A. Chairperson – Township Manager Oldham asks for nominations for Chairperson. Supervisor Yoder nominates Roger Snyder. Supervisor Hottenstein seconds the nomination. Nominations cease. All Supervisors vote in favor of Roger Snyder to be Chairperson.
  - B. Vice-Chairperson -- Supervisor Snyder takes over and continues the meeting. He asks for nominees for Vice-Chairperson. Supervisor Yoder nominates Doug Hottenstein. Supervisor Dunn seconds the nomination. All Supervisors vote in favor of Doug Hottenstein to be Vice-Chairperson.
  - C. Secretary – Supervisor Snyder asks for nominees for Secretary. Supervisor Yoder nominates Philip Dunn. Supervisor Hottenstein seconds the nomination. All Supervisors vote in favor of Philip Dunn to be Secretary.
  - D. Treasurer – Supervisor Snyder asks for nominees for Treasurer. Supervisor Hottenstein nominates John Yoder. Supervisor Dunn seconds the nomination. All Supervisors vote in favor of John Yoder to be Treasurer.
  - E. Assistant Secretary/Treasurer – Supervisor Snyder asks for nominees for Assistant Secretary/Treasurer. Supervisor Hottenstein nominates Township Manager Eugene Oldham. Supervisor Yoder seconds the nomination. All Supervisors vote in favor of Eugene Oldham to be Assistant Secretary/Treasurer.
- V. **Consent Items - Annual Appointments for Calendar Year 2016** – Motion by Supervisor Yoder to approve Letters A through G and Letters I through M including adopting Resolution 01/2016 for the Auditing Firm. Supervisor Dunn seconds. Motion carries.
  - A. Right-to-Know Officer – Eugene Oldham
  - B. Tax Collector – Lancaster County Commissioners Office and the Lancaster Tax Collection Committee
  - C. Township Manager/Engineer – Eugene Oldham, PE, PLS
  - D. Zoning/Code Enforcement Officer – Wayne Miller
  - E. Assistant Zoning Officer – Pamela Craddock
  - F. Roadmaster – Todd P. Garber
  - G. Sewage Enforcement Officer (SEO) – Marvin Stoner  
Alternate SEO – Dave Lockhard
  - H. Alternate Engineer – Refer to Requests for Proposals and their 2016 Professional Fee Schedules. There were three proposals received. First, Rettew Associates, second, David Miller & Associates and last from ELA Group. Supervisor Hottenstein makes a motion to appoint David Miller & Associates as the alternate engineer for the year 2016 and adopts their 2016 fee schedule. Supervisor Yoder seconds. Motion carries.
  - I. Township Solicitor – Morgan, Hallgren, Crosswell & Kane – See 2016 Professional Fee Schedules
  - J. Auditing Firm – White, Rudy & Company LLP – (Resolution 01/2016)
  - K. Depository of Funds – Fulton Bank
  - L. Emergency Management Director – Warren Mueller

M. Voting Delegate for PSATS Convention (April 17 - 20, 2016) – John Yoder

VI. **Board Appointments Terms Beginning 2016**

A. Zoning Hearing Board – *David Clemmer* – 3-year term (Resolution 02/2016)

Alternate to Zoning Hearing Board – 1-year term – *Gary Barton* will continue this position until he moves. Motion by Supervisor Yoder for these position appointments and to adopt Resolution 02/2016/Supervisor Hilsher to approve. Motion carries.

B. Elizabethtown Regional Sewer Authority – *Keith Murphy* – 5-year term. Supervisor Dunn nominates Keith Murphy for this position. There is no second to this nomination. Supervisor Hottenstein nominates David Lewis. Supervisor Yoder seconds the nomination. All Supervisors vote in favor of David Lewis for this position.

C. West Donegal Township Planning Commission – *Eric Kreider* – 4-year term and *John Brandt* – 4-year term. Motion by Supervisor Dunn/Supervisor Yoder to approve. Motion carries.

D. Auditors – *Nancy Marie Martin* – 6-year term and *Phyllis A. Kreider* – 4-year term. These are elected positions and are noted for information.

E. GEARS – *Barry Garman* - 3-year term. Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.

F. Northwest Regional Lancaster County Police Commission – 1-year term – need 2 for 2016. Supervisor Yoder and Supervisor Hottenstein volunteer for these positions. Motion by Supervisor Dunn/Supervisor Hilsher to approve. Motion carries.

G. West Donegal Township Vacancy Board – need 1 – 1-year term. Donald Kreider will serve in this position. Motion by Supervisor Dunn/Supervisor Yoder to approve. Motion carries.

H. Elizabethtown/West Donegal Township/Mount Joy Township Zone Emergency Management Council – need 2 – 1-year term – Todd Garber and Don Kleinpeter. Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.

I. Elizabethtown Area Chamber of Commerce – need 1 – 1-year term – Philip Dunn. Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.

J. Elizabethtown Area Community Services Authority – *Philip Dunn* – 5-year term. Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.

VII. **Establish Treasurer Bond (\$2 Million) for 2016** – Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.

VIII. **Supervisors Select Areas of Interest**

Roads – Doug Hottenstein  
Zoning – Roger Snyder  
Administration – J. Clair Hilsher  
Parks – Philip Dunn  
IT – John Yoder

IV. **Adjourn Reorganizational Meeting --** – Motion by Supervisor Yoder/Supervisor Hilsher to approve. Motion carries. Meeting adjourns at 7:18 p.m.

Prepared by April Miller for

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Philip Dunn, Secretary