



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Board of Supervisors – Rescheduled Business Meeting Summary

- I. Call to order**— Chairman Kessler called the December 12, 2022, Board of Supervisors Business Meeting to order at 6:00pm.

Members present: Greg Kessler, Chairman
Joe Plesniak, Vice-Chairman
Tim Zinkham, Supervisor

Staff and Appointed Officials: C. Michael Foote, Manager
Neva Stotler, Solicitor
Tom Thompson, Engineer
Michael Cornell, Police Department
Kristine Smalley, Office Administrator

- II. Pledge of Allegiance**— Chairman Kessler led the attendees in the Pledge of Allegiance.

- III. Agenda Revisions or Additions**— Chairman Kessler asked whether there were any revisions or additions to the agenda.

1. There were no revisions or additions

- IV. Public Comment on Agenda Items**— Chairman Kessler asked if there was any public comment on agenda items.

1. Connie Domhoff –105 Community Center Rd, Harmony, PA - Resolution 2022-27 Agricultural Security is wrong online; it has Heather and David Cox's name on it along with Kelly and Donald Bender. Did the township hire Barb Ciampini, from YourTowne, LLC? Chairman Kessler commented that she is going to be a moderator for the 1st meeting in December and then we will see where it goes from there. What bills are all under the solicitor fees and what is under professional fees? Township Management stated things have been miscoded and will be corrected. Supplies are over budget by \$7300 what are they for? Items for physical buildings.
2. Kelly Bender- 110 Brennan Lane, Evans City, PA – Resolution 2022-27 needs to be corrected prior to signing. Resolution 2022-29, why is this the first time we are seeing the charges for the RTK and Zoning Permits? The 2023 Budget has incorrect figures in Highway Aid and Capital.
3. Sandra Cox – 360 Fassinger Rd, Evans City, PA – What is the difference between Professional fees and Legal fees and what does the Solicitor fee go under? Based on



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the Right-to Know Request it shows items for legal fees listed under both. I know you have the legal fees out for bid, but if we keep going at that rate, we will be over budget for 2023 and then taxes are going to go up.

V. Discussion Items – Chairman Kessler asked whether there were any discussion items.

1. The Manager reported there were no discussion items.

VI. Administrative Business

1. Supervisor Zinkham moved to approve the minutes of the November 21, 2022, Board of Supervisors Business Meeting. Vice-Chairman Plesniak seconded the motion. There was no discussion. Motion carried unanimously.
2. Supervisor Zinkham moved to approve the minutes of the December 5, 2022, Board of Supervisors Agenda preparation meeting. Vice-Chairman Plesniak seconded the motion. There was no discussion. Motion carried unanimously.
3. Vice-Chairman Plesniak moved to authorize Township Manager to advertise the Board of Auditors Organization Meeting to be held on Wednesday, January 4, 2023 at 3:00 PM at the Community Center. Supervisor Zinkham seconded the motion. There was no discussion. Motion carried unanimously.
4. Supervisor Zinkham moved to authorize Township Manger to advertise the Organization meeting to be held on Tuesday, January 3, 2023, at 6:00 PM. Vice-Chairman Plesniak seconded the motion. There was no discussion. Motion carried unanimously.
5. Vice-Chairman Plesniak motioned to appoint Maher Duessel as the township's auditing firm at the January 16, 2023, Board of Supervisors meeting. Supervisor Zinkham seconded the motion. There was no discussion Motion carried unanimously.
6. Vice-Chairman Plesniak moved to authorize the advertising the intention of appointing Maher Duessel to perform the annual audit for 2022 Supervisor Zinkham seconded the motion. There was no discussion Motion carried unanimously.



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VII. Finance

- A. Financial Report- Supervisor Zinkham moved to accept the December 2022 Treasurer's Report. Vice – Chairman Plesniak seconded the motion. There was no discussion Motion carried unanimously.

- B. Bill Pay List- Supervisor Zinkham moved to approve the Bill List for payment of invoices from November 16, 2022, through December 6, 2022, totaling \$22,696.88 from the General Fund and \$2,500.00 from the ACT 13 Fund. Vice- Chairman Plesniak seconded the motion. There was no discussion. Motion carried unanimously.

- C. Vice-Chairman Plesniak moved to adopt Resolution 2022-25 for the fixing and levying the tax rate on real estate in the township for calendar year 2023. Supervisor Zinkham seconded the motion. There was no discussion. Motion carried unanimously.

- D. Vice-Chairman Plesniak moved to adopt Resolution 2022-24 for the 2023 Budget setting forth sums estimated to be required for the specific purposes of the municipal government during the year 2023. Supervisor Zinkham seconded the motion. There was no discussion. Motion carried unanimously.

- E. Supervisor Zinkham moved to adopt Resolution 2022-28 establishing the Wage Schedule for the budget year 2023. Vice-Chairman Plesniak seconded the motion. There was no discussion Motion carried unanimously.

- F. Vice-Chairman Plesniak moved to adopt Resolution 2022-29 establishing the Township Fee Schedule. Supervisor Zinkham seconded the motion. There was no discussion. Motion carried unanimously.

VIII. Planning, Land Use, and Zoning

- A. Vice-Chairman Plesniak moved to approve the Fieldstone Preliminary and Final Plan of Lots, subject contingent to review letter comments. Supervisor Zinkham seconded the motion. Supervisor Plesniak asked the Township Engineer if everything was in place. Tom Thompson replied in the affirmative. Motion carried unanimously.



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B. Building Permits

1. Chairman Kessler announced that the number of building permits issued November 2022 was 6. The total number of building permits issued so far in 2022 was 174. Chairman Kessler announced that a PDF of the building permits issued can be found on the Township's website and paper copies of the report are available on the back table.

C. Police Department

- A. Police Report- Chairman Kessler asked Sergeant Cornell for his report. Sergeant Cornell read his prepared report.

B. Road Department

- A. Road department – Chairman Kessler asked if Township Manager had anything to report- Manager Foote stated copy of the report has been provided to the board and is posted on the website.

C. Community Outreach

- A. Historical Records Committee Report - None

D. Administration Reports:

1. Managers' Report - None
2. Solicitor's Report – None
3. Engineers Report – None
4. Chair's Report – None

- E. **New Business**- Nothing to report

- F. **Old Business** – Nothing to report

G. Public Comment for Non-Agenda Items

1. Heather Cox, 238 Crab Run Road, Evans City, PA – Wanted to know why there is no longer a direct police line to get ahold of them. In 2023 will the Agenda Prep meeting still be held virtually and how can people who don't have a computer able to join in the meeting then.



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2. Sandy Cox, 360 Fassinger Road, Evans City, PA – Stated that Connoquenessing Township shows every check that they write with their handout at the meeting. Why are items being removed from website after 24 hours of it being posted. Why are Zoning, Planning Commission and Agricultural Security agendas and minutes not posted? We have a right to know what is happening at all these meetings.
3. Michael Bupp, 426 Whitestown Road, Harmony, PA- Don't like reading in the papers all the political things going on. It's wrong to just let things go, if a person has a request just give it to the person.
4. Kelly Bender, 110 Brennan Lane, Evans City, PA – I have found two discrepancies, in the budget for 2023 there is an 18% material difference. There are calculating errors. I have found spelling errors; we as township residents deserve better than this.

H. Adjournment

1. Vice-Chairman Plesniak moved to adjourn the meeting at 6:43 pm. Supervisor Zinkham seconded the motion. Motion to adjourn was carried unanimously.