



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

### **Board of Supervisors – Meeting Summary**

- I. Call to Order** – Chairman Kessler called the January 3, 2023, Board of Supervisors Organization Meeting to order at 6:00 PM.

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

Staff and Appointed   Michael Foote, Manager  
Officials:                Kristine Smalley, Office Administrator

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

- III. Public Comment** – Chairman Kessler mentioned Resolutions 2022-04 and -06 were adopted in 2022. These resolutions identify public comment procedures and rules of decorum at public meetings. The Board wishes to remind attendees of a few important components of the resolutions:

- No person attending a public meeting shall engage in disorderly or boisterous conduct
- Any community resident and/or taxpayer of the Township wishing to address the Board should first sign his or her name on a sign-in sheet. If you are not a taxpayer or resident the Chair will not recognize you
- The speaker must state their name and address for the record and direct all comments to the Board of Supervisors Chair
- The Board of Supervisors and staff are not required to respond, answer, discuss, or formally address any comments or questions posed during the public comment period
- Each speaker recognized by the Board Chair will be given five (5) minutes to comment during the public comment period



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

- The Board encourages all residents and taxpayers to read the Resolutions and the "Meeting Procedures" which can be found in each month's meeting agenda because the Board intends to enforce the guidelines from this meeting forward
1. Sandy Cox -360 Fassinger Road, Informed the Board of Supervisors that she begs to differ that she does own property in Lancaster Township and a vested interest in the township even though her taxes are paid to Connoquenessing Township. She disagrees with her brother and his comments that I should not have been able to address the board. The website should have all the information on it then she would not have to do an RTK. Sandy mentioned she plans to file a lawsuit based on the Sunshine act.
  2. Michael Bupp -426 Whitestown Road, expressed his disagreement with the appointment of the Township Manager as the Secretary/Treasurer, he asks that the board reconsider. He also asked if they held off on appointing Neva Stotler as the solicitor and asked if they knew why she left Indiana Borough, Slippery Rock Township, or the law firm she was with. He mentioned that you will not win the Open Records Lawsuits.
  3. Heather Cox-238 Crab Run Rd, what is the difference in the 2022 resolution and the 2023 resolution. Chairman Kessler answered that they added some new wording. Asked why she cannot be on the Comprehensive Planning Committee? What is the rate for Yourtowne, LLC? Why is the manager not on the Comprehensive Planning Committee?
  4. Tony Leo – 129 American School Road, In regard to Mr. Foote stating that nobody came by and asked questions, I did an come and pick on up and the secretary answered my question on the Armstrong Franchise fee. Are there other Royalties that we are receiving if Mr. Foote is willing to meet with everyone individually why can't he answer our questions at the meetings.
  5. Steve Pruskowski-105 American School Rd, when will you be honoring public comments? Chairman Kessler stated that they will be at the beginning of the meeting. If the Comprehensive Planning Committee is only for township residents, then Mr. Foote should not be on it, Chairman Kessler advised that Mr. Foote is not on the committee. Is



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

legal counsel up for bid and did you post a legal notice in the paper advertising such?

Chairman Kessler stated we have received proposals from several firms, and they are in the process of reviewing them.

6. John Myer- 335 Camp Run Road, Will Mr. Foote be receiving compensation for the Roadmaster Position? Chairman Kessler advised Mr. Foote would not be receiving additional compensation and the reason behind the decision to make Mr. Foote Roadmaster is that the new guy is not ready for that yet. Mark Butler is putting his equipment to close to the road and it's hard to see, there is 100 ft right-of-way there, Vice-Chairman Plesniak said that Mr. Butler is willing to meet with anyone and discuss what he is doing.
7. Dean Wack-510 Perry Highway, Does Mr. Foote know all the roads in the township, and requested they hire the old roadmaster back.
8. Dennis Kerr- 547 Scott Ridge Rd. Mentioned that you should of done the organizing of the Chairman and Vice-Chairman before the public comment period.

#### **IV. Organize Board of Supervisors**

- A. Vice-Chairman Plesniak moved to nominate Chairman Kessler as the temporary Chairman. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- B. Supervisor Zinkham moved to nominate Manager Foote as the temporary secretary. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
- C. Vice-Chairman Plesniak moved to nominate Temporary Chairman Kessler as the chairman. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- D. Temporary Chairman Kessler accepted the nomination for chair.

#### **V. Nominations**

- A. Supervisor Zinkham moved to nominate Vice-Chairman Plesniak as Vice Chair of the Board of Supervisors.
- B. Chairman Kessler seconded the motion. Motion carried unanimously.
- C. Vice-Chairman Plesniak accepted the nomination for vice chair.
- D. Vice-Chairman Plesniak moved to nominate Manager Foote as the secretary of the township. Supervisor Zinkham seconded the motion. Motion carried



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

- unanimously.
- E. Supervisor Zinkham moved to nominate Manager Foote as the treasurer of the township. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
  - F. Supervisor Zinkham moved to incorporate the salary of the secretary-treasurer into the manager's salary. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
  - G. Vice-Chairman Plesniak moved to nominate Manger Foote as the Roadmaster. Supervisor Zinkham seconded the motion. Motion carried unanimously.
  - H. Supervisor Zinkham moved to nominate Manager Foote as the Open Records Officer. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
  - I. Vice-Chairman Plesniak moved to appoint Seneca Area Emergency Management Agency as emergency management coordinator for the township. Supervisor Zinkham seconded the motion. Motion carried unanimously.
  - J. Vice-Chairman Plesniak moved to appoint Manger Foote to serve as floodplain administrator for the township. Supervisor Zinkham seconded the motion. Motion carried unanimously.

## VI. Appointments

### A. Township's Legal Counsel, Engineer, and Sewage Enforcement Officers

- 1. Vice-Chairman Plesniak moved to appoint Neva Stotler of N. Stotler Law as interim legal counsel for the township with there being a replacement in the first quarter. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- 2. Supervisor Zinkham moved to appoint Tom Thompson of Gannet Fleming as township engineer. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
- 3. Supervisor Zinkham moved to appoint John (Jake) Vagias as Sewage Enforcement Officer. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.

### B. Registered Elector

- 1. Supervisor Zinkham moved to appoint Lisa Wiley as Registered Elector. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

### C. Appointment Boards, Commissions and Committees

1. Vice-Chairman Plesniak moved to adopt Resolution number 2023-2 appointing Ben Jezovnik, Tim Greenlund and Debbie Scott as primary members and Scott Bruner, Jeff Miller, as alternate members all to serve a four-year term on the Planning Commission. Supervisor Zinkham seconded the motion. Motion carried unanimously.
2. WBCA Board appointment: This matter was removed from the agenda.
3. Supervisor Zinkham moved to appoint Bob Brennan, Dale Wack, Jerry Stephenson, Debbie Scott, Sylvia Wack, Rich Marcotte, Mike Marburger, Kathy Ligday, Tim McNulty, Connie Domhoff and Dennis Blakely to the Comprehensive Plan Advisory Committee. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.

### D. Certification of Delegates to PSATS Annual Meeting

1. Vice-Chairman Plesniak moved to certify Manager Foote as delegate to the PSATS Annual meeting. Supervisor Zinkham seconded the motion. Motion carried unanimously.

### E. Establishment of Treasurer's Bond

1. Supervisor Zinkham moved to set treasurer's bond at \$ 800,000.00. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.

### F. Meeting Schedule

1. Vice Chairman Plesniak moved approve the proposed meeting schedule for the Board of Supervisors and Planning Commission and authorized the manager to advertise the meeting schedule. Supervisor Zinkham seconded the motion. Motion carried unanimously.

### G. Depositories for Township's Fund

1. Supervisor Zinkham moved to maintain General Fund, Capital Reserves, Four Springs Park, New Building Fund, ACT 13, and ARPA funds with NexTier Bank. Vice-Chairman seconded the motion. Motion carried unanimously.
2. Vice-Chairman Plesniak moved to maintain General Fund Reserves, Capital Reserves, and Highway Aid Fund with Pennsylvania Local Government Investment Trust. Supervisor Zinkham seconded the motion. Motion carried unanimously.



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

### **H. Public Comment Resolution**

1. Supervisor Zinkham moved to adopt Resolution number 2023-01 revising guidelines for Township Public Comment periods during Board of Supervisors Meetings. Vice-Chairman seconded the motion. Motion carried unanimously.

### **I. Your Towne, LLC**

1. Vice-Chairman Plesniak moved to hire Your Towne, LLC on a time and materials basis to provide professional support services for producing an updated comprehensive plan and planning, zoning, and land development. Supervisor Zinkham seconded the motion. Motion carried unanimously.

### **J. Adjournment of Organization Meeting**

- A. Supervisor Zinkham moved to adjourn the Organization Meeting at 6:33 PM. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.