

**WALLACE TOWNSHIP BOARD OF SUPERVISORS
JANUARY 3, 2022**

The Organization Meeting of the Wallace Township Board of Supervisors was called to order on Monday, January 3, 2022, at 9:00 AM in the Township Building by Supervisor D'Angelo.

Supervisors present: Jeff Seese | Barbara D'Angelo | William T. Moore

Solicitor: Michael G. Crotty, Esquire

PLEDGE OF ALLEGIANCE

The Supervisors began the meeting by reciting the Pledge of Allegiance.

ORGANIZATION

Supervisor D'Angelo moved to appoint herself as **temporary Chair** to preside over the Organization meeting. Supervisor Seese seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to reappoint Elizabeth Randzin as **temporary Secretary** for purposes of the Organization meeting. Supervisor Seese seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Seese nominated Supervisor Moore to serve as **Chair** of the Board of Supervisors. Supervisor D'Angelo seconded the nomination. There being no further discussion, Supervisor Moore was unanimously elected Chairperson for 2022.

Supervisor Moore nominated Supervisor Seese to serve as **Vice-Chair** of the Board of Supervisors. Supervisor D'Angelo seconded the nomination. There being no further discussion, Supervisor Seese was unanimously elected Vice Chairperson for 2022.

Supervisor Moore moved to appoint Elizabeth Randzin as **Township Secretary** and Township Manager. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to appoint **Peter Barz, CPA of Barz, Gowie Amon and Fultz**, per their rate proposal of December 5, 2021, as Township Treasurer. Supervisor D'Angelo second the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to appoint Elizabeth Randzin as **Township Open Records Officer**. Supervisor Seese seconded the motion, which was unanimously approved.

Supervisor D'Angelo moved to appoint Siana Law as **Township Solicitor**, pursuant to the rate letter dated December 3, 2021. Supervisor Moore seconded the motion, which was unanimously approved.

Supervisor D'Angelo moved to appoint Castle Valley Consultants, as **Township Zoning Officer/Building Inspector and Building Code Official**, subject to CVC's rate letter of December 10, 2021. Supervisor Seese seconded the motion. After some discussion, the motion was unanimously approved.

Supervisor D'Angelo moved to reappoint Castle Valley Consultants and Gary Weaver, P.E., as **Township Engineer**, pursuant to the rate letter dated December 10, 2021. Supervisor Seese seconded the motion. After some discussion, the motion was unanimously approved.

Supervisor Moore moved to appoint Robert Jones as the **Vacancy Board** member for a one (1) year term to expire on January 3, 2023. Supervisor Seese seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to appoint John Miller as the **alternate Vacancy Board member** for a one (1) year term to expire on January 3, 2023. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to appoint Paul DeCarlo as **Township Emergency Management Coordinator** for 2022. Supervisor Seese seconded the motion, which was unanimously approved.

Supervisor Moore moved to appoint Steve Senn as **Assistant Township Emergency Management Coordinator and Emergency Services Liaison** for 2022. Supervisor Seese seconded the motion, which was unanimously approved.

Supervisor Moore moved to appoint Supervisor Seese as the **Township Roadmaster/Road Department Liaison** for 2022. Supervisor D'Angelo seconded the motion, which was unanimously approved.

Supervisor Moore moved to appoint Supervisor D'Angelo as the **Township Park and Trails Liaison** for 2022. Supervisor Seese seconded the motion, which was unanimously approved.

Supervisor D'Angelo moved to appoint Supervisor Moore as the **Township Building and Grounds Liaison** for 2022. Supervisor Seese seconded the motion, which was unanimously approved.

Supervisor Moore moved to appoint the following volunteers to new terms as follows:

- Park & Recreation Board (5 year terms) – Carol Zindel
- Trails Preservation Board (5 year terms) – Mary McCabe
- Municipal Authority (5 year terms) – Jason Trego
- Planning Commission (5 year terms) – Justin Wenk
- Historical Commission (5 year terms) – Lewis Riggins

Township Digital Archivist (1 year term) – John Miller

Township Archivist (1 year term) – John Miller

Supervisor D'Angelo seconded the motion. After discussion, the motion was approved.

Supervisor Moore moved to appoint Republic Bank, Mid Penn Bank and S&T Bank as depositories for the Township. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to set the amount of the Treasurer's Bond limit at \$2,000,000. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to establish the meeting schedule for 2022 as follows:

Board of Supervisors	1 st Thursday of each month @ 7:30 PM*
	3 rd Thursday of each month @ 9:00 AM
Planning Commission (Regular Meeting)	2 nd Wednesday of each month @ 7:30 PM
Planning Commission (Work Session)	4 th Wednesday of each month @ 7:30 PM
Municipal Authority	3 rd Thursday of each month @ 6:30 PM
Park & Recreation Board (Regular Meeting)	1 st Wednesday of each month @ 7:00 PM
Park & Recreation Board (Work Session)	3 rd Monday of each month @ 7:00 PM
Historical Commission (Regular Meeting)	4 th Monday of each month @ 7:00 PM
Historical Commission (Work Session)	3 rd Monday of each month @ 7:00 PM
Trails Preservation Board	2 nd Monday of each month @ 7:00 PM
Environmental Advisory Council	3 rd Tuesday of each month @ 7:00 PM
Zoning Hearing Board	Meets upon application

*Except January.

All meetings of the above-referenced meetings will be held at the Wallace Township Building, 1250 Creek Road, Glenmoore, Pennsylvania 19343, with the exception of the Historical Commission meetings, which will be held at Indiantown School, 451 Fairview Rd, Glenmoore, PA 19343.

Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to establish the Holiday Schedule for all employees to include New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve and Christmas Day. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to establish Township office hours for 12:00 p.m. until 4:00 p.m. on Monday, Wednesday and Friday, and from 8:00 a.m. until 12:00 p.m. on Tuesday and Thursday. Supervisor Seese seconded the motion. After some discussion, the motion was approved.

Supervisor Moore moved to adopt Resolution #22-1, establishing a fee schedule related to the filing of applications for building permits and zoning permits in 2022, effective immediately. Supervisor D'Angelo seconded the motion. After further discussion on revisions to the fee schedule recommended by the Township Zoning Officer/Engineer, the motion was unanimously approved.

Supervisor Moore moved to adopt Resolution #22-2, establishing a fee schedule related to the filing of subdivision and land development applications in 2022. Supervisor Seese seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to adopt Resolution #22-3, establishing escrow fees related to the review of subdivision and land development plans in 2022. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to adopt Resolution #22-4 establishing boundaries for emergency services providers in Wallace Township. Supervisor Seese seconded the motion. In the context of this resolution, there was an extended discussion about potential circumstances that could affect EMS services throughout the Township and region in 2022. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to adopt Resolution #22-5, establishing a fee schedule related to the filing of conditional use applications and zoning hearing board applications in 2022. Supervisor Seese seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to adopt Resolution #22-6, appointing and establishing Barbacane Thornton, CPA as Township Auditor pursuant to the Second Class Township Code. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to adopt Resolution #22-7, appointing Paul Beideman as the Second Alternate to the Township Zoning Hearing Board. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to approve the IRS mileage reimbursement rate at 58.5 cents per mile. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore moved to approve the 2022 bill to be sent to Devereux for fee-in-lieu of per the Conditional Use Agreement in the amount of \$40,000. Supervisor Seese seconded the motion. There being no further discussion, the motion was unanimously approved.

The organization meeting was adjourned at 10:09 AM, after which the Regular Meeting immediately commenced.

EXECUTIVE SESSIONS

It was announced that an executive session was held on December 30, 2021, to discuss personnel matters, and that an executive session will be held immediately following the meeting to discuss additional/other personnel matters.

PUBLIC COMMENT

None.

MINUTES

The minutes for the meeting held on December 16, 2021, were presented for review. After review, Supervisor Seese moved that the minutes be approved as presented. Supervisor D'Angelo seconded the motion, which carried unanimously.

TREASURER'S REPORT

Manager/Treasurer Randzin presented the Treasurer's report. Nine (9) invoices were on the list of those authorized to be paid by check. After discussion, Supervisor D'Angelo moved to approve the invoice list in the amount of \$67,711.95. Chairman Moore seconded the motion, which carried unanimously. Next, the PLGIT invoice payment authorization list was presented. After discussion, Supervisor Seese moved that the Township approve the six (6) invoices on the PLGIT list, in the amount of \$2,030.48. Supervisor D'Angelo seconded the motion, which carried unanimously.

POLICE REPORT

No report.

GLEN MOORE FIRE COMPANY/ WESTWOOD & ELVERSON AMBULANCE

No reports.

EMC

No report.

PARK AND RECREATION BOARD

No report.

HISTORICAL COMMISSION/TOWNSHIP ARCHIVIST

No report.

TRAILS PRESERVATION BOARD

No report.

EAC

No report.

AUTHORITY

No report.

PLANNING COMMISSION

Plan review periods are listed below.

<u>Township Subdivision No.</u>	<u>Plan Name</u>	<u>Plan Submission Date</u>	<u>MPC Review Period</u>
19-01	Southdown/Heim	6/6/19 resubmitted 5/11/20 resubmitted 11/30/20	NA. Preliminary Plan approval granted 10/7/21
19-05	Mila Woods (11 lots)	11/7/19	2/15/2022

NEW BUSINESS

- 1) **Employee Benefits**: The proposals prepared by the Township’s new benefits advisor were presented for review and discussion. After that discussion, Supervisor D’Angelo moved that the Township retain and renew the PPO Platinum Preferred health insurance proposal as presented. Supervisor Seese seconded the motion, which carried unanimously.
- 2) **Municibid**: It was noted that two pieces of Public Works equipment will be placed on municibid, to be opened at the February 3rd Board meeting.
- 3) **Zoning Hearings**: A discussion was held as to the two upcoming Zoning Hearing Board hearings. The Board authorized the Solicitor and Township Zoning Officer/Engineer to attend both. With respect to the kennel variance application, concerns were noted as to the absence of an undue hardship and the impact on the surrounding parcels of the proposed kennel.
- 4) **January 20th Morning Meeting**: This meeting will be kept on the calendar.

OLD BUSINESS

- 1) Township Building: A discussion was held on HVAC repairs to be considered for the storage/Historical Commission area, which will be further explored.

ROAD FOREMAN'S REPORT

A discussion was held as to the letter to be issued to residents on snow plowing operations and tips for Winter 2022. The Board requested that the Solicitor consult with the Police Chief as to whether any additional measures are needed to have the potential to tow non-compliant vehicles.

MANAGER'S REPORT

Manager Randzin noted that the Township has received all paperwork necessary to confirm the re-election of Supervisor D'Angelo.

Adjournment

Supervisor D'Angelo moved that the meeting be adjourned. The motion was seconded by Supervisor Seese, which carried unanimously. Meeting adjourned at 11:20 AM.

Respectfully submitted,

Betty Randzin
Township Manager/Secretary