

**READING TOWNSHIP BOARD OF SUPERVISORS
SPECIAL MEETING
September 19, 2019**

A special meeting of the Reading Township Board of Supervisors was held at the Township Building and called to order at 6:00 pm by Kevin Holtzinger, Chairman. Gary Sauble, Supervisor, were present with Chairman Holtzinger presiding over the meeting.

Others in attendance included Jason Phillips, United Hook and Ladder; Robby Sebright.

The purpose of the workshop meeting is to review department requests for preparations of the 2020 budget.

Miscellaneous

**Approve Secretary/Treasurer Job
Description with 2 minor changes**

Chairman Holtzinger made a motion to approve the job description for the secretary/treasurer, second by Mr. Sauble; motion carried.

John Beise-Land Preservation

The request for \$20,000 for land preservation was tabled until further information is gathered.

Changing Banks from BB&T to ACNB

This was also tabled until updated interest rates can be obtained. Chairman Holtzinger made a motion to move \$250,000.00 from the general fund into a better interest bearing CD with ACNB being a non-designated CD, second Mr. Sauble; motion carried.

**Schedule special meeting to
review letters of interest for
vacant Supervisor Position**

A meeting will be held on October 10th to review letters of interest for the vacant Supervisors Position.

Schedule next Budget Meeting

The next Budget meeting will be held on October 17th, 2019 at 6:00 pm.

Department Requests

**Police Department
Officer Ceravola**

Officer Ceravola is requesting a radar speed sign. The Board budgeted \$5000.00 for speed sign.

2020 Public Works Budget Proposal

Equipment Rentals: To include 60' man lift, 12" chipper, street sweeper-developments, water

Pump earth moving equipment, attachments for skid loader.

Estimated Cost \$19,310.00

Seal Coat Tar & Chip: Miles 3.41

Total Square Yards: 50,056

Single Coat Seal @ .34-.40 CRS-2PM

Total Estimated Cost \$75,084.00

Roads to be Sealed: Gooseville Double, Plum Run & Anthony

Grip Tight Fog Seal:

Total Estimated Cost \$25,050.00

Line Items: Signs

\$ 8,000.00

Line Painting

\$20,000.00

Pipes, Bands, Catch Basins, Etc. \$19,000.00

TOTAL \$47,000.00

Tar Buggy for Sealing Joints and Cracks **\$975.00**

Truck Frame Cleaning Seal coat

\$3,500.00

And painting gloss black to help

Stop rust from front bumper to rear hitch.

Various attachments for skid loader

\$11,628.00

Part Time Employee's: Bart Fey, Bob Anderson 29 hours per week x 2 for 52 weeks

\$56,000.00

Bob Anderson will be getting \$1.00 raise bringing him to \$18.50. The new part-time employee will start at \$17.00 an hour. Equipment rental will be lowered to \$17,000.00 and the Line Items will be raised to \$50,000.00. The snow blade attachment will be removed from the quote for the skid loader bringing the total for skid loader attachments to \$8000.00.

Administration

Kimberly Beard

Mr. Wilt requested an additional security camera in the amount of \$1600.00.

Mr. Sauble made a motion to approve the department request as discussed, Chairman Holtzinger second; motion carried.

Capital Reserve CD Accounts

Current Balances

Reserve CD Account Balances:

Office Equipment:	6,082	Matures 6/5/2020
Building Maintenance:	39,019	Matures 9/21/2019
Police Vehicle:	20,496	Matures 9/28/2019
Public Works Equip:	55,546	Matures 2/20/2020
Emergency Management	<u>3,169</u>	Matures 9/28/2019
	\$124,312	

\$10,000 will be placed into the Police Vehicle CD on 9/28/2019 which is included in the current CD amount. Mr. Sauble proposed to put \$10,000.00 into the Police Vehicle CD and \$15,000.00 into the Public Works Equipment, second by Chairman Holtzinger; motion carried.

Establish Contributions for 2020

2019 Contribution Amounts:

Adams County Office for Aging	200
Adams County SPCA	2,200
Adams County Transit Authority	200
East Berlin Community Center	2,825
East Berlin Community Library	2,825
Hampton Fire Company	46,500
Northeastern Adams	<u>35,000</u>
Total:	\$92,400

Reading Township received the Foreign Fire Insurance Premium tax which is to be distributed to the Fire Companies. Chairman Holtzinger made a motion to distribute \$11,500.00 to United Hook and Ladder and \$22,976.44 to Northeastern Adams Fire & EMS, second by Mr. Sauble; motion carried.

Fire Company Contributions will be discussed at a later date.

The East Berlin Community Center and East Berlin Library to be raised from \$2825.00 to \$3000.00 donation and Adams County Transit Authority will be raised from \$200.00 to \$300.00 as well as Community Media receiving \$4000.00. Further Discussion at next Budget Meeting.

Wages (Non-Union)

Seasonal Employee's

Earl Herman-\$1.00 raise to \$18.00

Kim Dissinger wage discussed upon health insurance decision.

Administrative Wages

Garry Wilt- \$.50 raise to \$18.50

Kimberly Beard-Proposed \$1.00 raise to \$15.00 until health insurance plan is decided.

Non-Union Wages

The wages are pending further consideration currently.

Lease Agreements

The Church Lease Agreement is on a month to month basis currently at \$400.00 a month. Adams County currently pays \$1550.00 per month for the Magistrate's Office. The Magistrates Office Rent will increase to \$1650.00. Ms. Beard will send a letter notifying the County of the rent increase.

Mr. Sauble made a motion to increase Ms. Beard's Treasurer's Bond from 1.4 million to 1.6 million, second by Chairman Holtzinger; motion carried.

Public Comments

There were no public comments.

Adjournment

Chairman Holtzinger made a motion to adjourn at 8:55 pm, second by Mr. Sauble; motion carried.

Respectfully Submitted

Kimberly Beard
Secretary/Treasurer

