

Butler Township Board of Supervisors
January 8, 2024
Meeting Minutes
1240-

The meeting was called to order at 7:00 p.m. by Chairman Wilkinson.

Present: Ed Wilkinson (Chairman), Dominic Englebert, & Holmes (Engineer)

Others Present: James Zerfing (MDIA), Mike Hartman (MDIA), Tom Walter, Larry Bushy & Brandon Huff

1. **Appearances:** Mike Hartman and James Zerfing from MDIA were present to answer questions from the Supervisors.

2. **Consent Agenda:**

A motion was made by Englebert to approve the Consent Agenda as presented below.

Motion carried 3-0

a. December Minutes

b. 2024 Reorganization Minutes

c. December Payroll

d. Bills from December 12, 2023, through January 8, 2024.

e. Financial Statement from December 12, 2023, through December 31, 2023.

3. **Business:**

a. Donations:

1. Fire Departments: A motion was made by Englebert to approve donations to the fire departments in the following amounts. Motion carried 2-1. There was discussion on why we donate. Arendtsville \$1,000.00, Biglerville \$6,000.00, Arendtsville \$1,000.00

2. Oak Side Park: A motion was made by Woerner to donate \$1,000.00 to Oak Side Park. Motion carried 3-0.

3. Upper Adams Senior Center: A motion was made by Englebert to donate \$500.00 to Upper Adams Senior Center. Motion carried 3-0

4. SPCA: A motion was made by Englebert. With no other yes votes. Motion Died.

5. Rabbit Transit: No motion.

b. UCC Permitting Office: A motion was made by Woerner to appoint MDIA. Motion carried 3-0.

c. Employee Handbook Revisions: A motion was made Woerner to approve the following changes to the employee handbook. Motion carried 3-0.

Vacation: year 1 no vacation

Year 2 1 week

Year 3-5 2 weeks

Year 6-18 3 weeks

Year 19 Plus 4 weeks

Birthday is removed and now there will be 2 personal days

Holidays are counted as work days when overtime is calculated. Vacation, sick and personal days are not counted as work days when calculating overtime.

40 hours of sick time may be carried over to the following year.

- d. Septic pumping waiver request: No motion
 - e. Amazon account: The Secretary opened an amazon account to purchase office supplies using the general fund checking account. It is suggested that the secretary look into a credit card as this would be a safer form of payment.
 - f. Employee Director: A motion was made by Englebert to appoint Woerner as Employee Director. Motion carried 3-0. Discussion: Employees should have a point of contact.
 - g. The State Conference registration is now open. Dates: April 14 – April 17.
 - h. Township Building Project: Discussion regarding the grading. A meeting will be set up with Lobar and KPI and Supervisors to meet and discuss. 681.5 may be best. Jon Holmes will make contact and get suggested dates. CS Davidson is waiting on our date for mailing out the bids. USDA requirement: Secretary Helwig is working on securing a letter from another bank regarding interest rates for a loan for our project the USDA application.
 - i. Zoning:
 - The additional amendments to the Zoning Ordinance have been prepared by Solicitor King and are now with Arendtsville Attorney Dan Altland for review. If they are Ok with the changes, King will provide the County with a copy for their review. Advertisement for the February meeting is the Goal.
 - Solar Farms: The Supervisors agree that there needs to be a review of zoning ordinance that refers to Solar Farms. Solar Farms are now allowed in the AP district by special exception. Residential complaints are blinking lights and noise from the small sub stations at the fields. The Supervisors have directed Solicitor King to research.
4. Road Master Report: not present
 5. Engineer Report/Update:
 - Yellow Hill: Holmes has been in contact with Deb from the conservation district regarding the meeting. Deb is still waiting on the As-Builts. There will be no inspection until these are provided.
 - Kennies: The Bond expires March 9. Kennies is still working with Garry on the Parking Island.
 - Railroad Crossings: Follow up letters were received. They will notify the Township 10 days prior to start of work. The Township will be responsible for 24 inches beyond the rails. They will provide the new signage, but the Township will maintain them.
 - SALDO: Jon has updated the SALDO with tracked edits. Jon will send these out to Solicitor King and Secretary Helwig.
 - a. MPC requires specific language for rec areas
 - b. MPC bonding language has changed.
 6. Solicitor King: Employee handbook has been updated
 7. Agenda Change: A motion was made by Dominic to amend the agenda to add the Box Cards for Heidlersburg Fire Department. Motion carried.

8. Heidlburg Box Cards: A motion was made by Dominic to approve the new box card changes as presented. Motion carried.
9. Public Comment: Tom Walter commended the Road Crew for the Old Carlisle accident response and snow removal. Brandon Huff commented on Fire Tax money and how it is used.

With no further business a motion to adjourn the meeting at 8:10 p.m. was made by Woerner. Motion carried.

Respectfully submitted,

Danielle Helwig
Secretary/Treasurer