

## January 21<sup>st</sup>, 2021 Supervisors Minutes

Chairman Clapper called the January 21<sup>st</sup> 2021 Supervisors meeting to order.

The following members were present: Don Clapper, Ted Bittinger, Mike Ferguson.

The minutes from the December 3<sup>rd</sup> meeting were approved as written. The Treasurers report was distributed to each Supervisor for review.

The minutes from the Organizational Meeting were approved as written. Privilege of the floor.

On a Bittinger/Clapper motion carried unanimously, the Supervisors approved Resolution #2021-01 for the Disposition of records. The records that are permitted for disposal per the County Records Manual are listed as follows.

- RTK requests prior to 2019
- Insurance Certificates prior to 2019
- Quarterly Withholding of Federal Income Tax Returns prior to 2017
- Quarterly Statements of State and Local Tax Withholdings prior to 2017
- Quarterly Unemployment Compensation Records prior to 2017
- W-2 Forms prior to 2017
- 1099 Forms prior to 2017
- Annual Audit Financial Report (DCED) prior to 2016
- Statement of Financial Interest prior to 2016
- Insurance Policies prior to 2015
- Budget Related Paperwork prior to 2014(one permanent copy will be kept)
- Construction Contracts prior to 2009
- General Contracts prior to 2015
- Investment Records prior to 2015
- Real Estate Records 1 year after being paid

- Bi-weekly Payroll Records prior to 2017
- Bank Statements prior to 2018
- Deposit Slips prior to 2018
- Accounts Payable Records prior to 2014
- Cancelled Checks prior to 2014
- Check Registers prior to 2014
- Residential Building Permits issued prior to 2016
- Liquid Fuels Tax Records prior to 2014

On a Bittinger/Clapper motion carried unanimously, the Supervisors approved Resolution #2021-02. This is a resolution accepting the portion of Cascades in Homestead Phase 2R. The roadway is being dedicated to the Township from White Rock Inc.

On a Bittinger/Clapper motion carried unanimously, the Supervisors approved Resolution #2021-03. This is a resolution accepting the portion of Cascades in Homestead Phase 3. The roadway is being dedicated to the Township from White Rock Inc.

On a Ferguson/Bittinger motion carried unanimously, the Supervisors approved Resolution #2021-04. This is a resolution accepting the portion of Cascades in Homestead Phase 3. The roadway is being dedicated to the Township from Leg Up Farm Inc.

On a Bittinger/Ferguson motion carried unanimously, the Supervisors approved Resolution #2021-05. This is a resolution accepting Snead's Tavern Court in Homestead Phase 2R. The roadway is being dedicated to the Township from White Rock Inc.

On a Bittinger/Ferguson motion carried unanimously, the Supervisors approved Resolution #2021-06. This is a resolution accepting a portion of Sandwich Lane in St. Annes Phase 5A. The roadway is being dedicated to the Township from White Rock Inc.

On a Clapper/Ferguson motion carried unanimously, the Supervisors approved Resolution #2021-07. This is a resolution accepting Duck Hook Lane in St. Annes Phase 5A. The roadway is being dedicated to the Township from White Rock Inc.

On a Ferguson/Bittinger motion carried unanimously, the Supervisors approved Resolution #2021-08. This is a resolution accepting a portion of St. Annes Drive in St. Annes Phase 5A. The roadway is being dedicated to the Township from White Rock Inc.

On a Ferguson, Bittinger motion carried unanimously, the Supervisors approved Resolution #2021-09. This is an agreement for fire protection within Guilford Township from Mont Alto Fire Company.

On a Bittinger/Ferguson motion carried unanimously, the Supervisors approved Resolution #2021-10. This is an agreement for fire protection within Guilford Township from Fayetteville Volunteer Fire Company.

On a Ferguson/Bittinger motion carried unanimously, the Supervisors approved Keith Burkholder of Groff Septic Service to be added as a septic hauler in Guilford Township per his request. It appears he has his DEP permitting intact.

On a Bittinger/Ferguson motion carried unanimously, the Supervisors approved the advertising of Spring Bulk Day and Shred Day. The dates are as follows, Spring Bulk Day will be May 7<sup>th</sup> and 8<sup>th</sup> and Shred day will be scheduled for May 15<sup>th</sup>.

On a Bittinger/Clapper motion carried unanimously, the Supervisors approved a new 2 year agreement with Heller's for propane. The price will be \$1.49 per gallon and is good through Feb 1, 2023.

We have discussed in planning for Zoning changes relating to Independent Living Unit Development, the length of Garden Apartment length increased to 174 feet and a Guilford Peninsula Overlay Zone. On a Ferguson/Bittinger motion carried unanimously, the Supervisors gave approval to advertise these Zoning changes.

On a Bittinger/Clapper motion carried unanimously, the Supervisors approved Resolution #2021-11. This is a resolution for our Fee Schedule for 2021. Chairman Clapper revised it to include a deposit for Road Occupancy Permits.

Chairman Clapper discussed bid packets for 2021. We will be running the ads on February 8<sup>th</sup> & February 12<sup>th</sup>, with the bid opening being on March 4<sup>th</sup>. The Supervisors agreed to use Costars pricing through New Enterprise Stone & Lime Co., Inc. this year rather than bidding out the stone/aggregate. We will be bidding out Paving, Blacktop (25mm & 9.5mm), Pave in place, (equipment rental and manpower), Trackhoe with breaker, Tar and Chip and Linepainting. On a Bittinger/Clapper motion carried unanimously, the Supervisors approved the advertisement for the 2021 bids.

On a Ferguson/Bittinger motion carried unanimously, the Supervisors approved the paying of the bills.

#### Under Old Business

- Ted is going to contact Justin Akers regarding the poles still on Loop Road.
- David H. Martin's pipe crew is back on Archer Drive.

## Under New Business

- Mike discussed a concern with mud at the dog park and what we could do. Don is going to check with Turf Unlimited for recommendations

There being no further business, the meeting was adjourned at 7:59 p.m. on Bittinger/Ferguson motion carried unanimously.

---

Shannon Malott, Secretary Treasurer