

**Board of Supervisors  
CHANCEFORD TOWNSHIP  
Reorganizational Meeting 2025**

**MEETING DAY & TIME:** January 6, 2025 6:30 pm

Kent Heffner opened the annual organizational meeting of the Chanceford Township Board of Supervisors at 6:30 p.m., 33 Muddy Creek Forks Rd., Brogue, PA. He led those in attendance in the pledge of the flag.

Members present: Kent Heffner, Eric Bacon, Bradley Smith

Bradley Smith was appointed temporary chairman by a motion from Eric Bacon, seconded by Kent Heffner. Motion was voted on and carried.

Leah Geesey was appointed temporary secretary by a motion from Bradley Smith, seconded by Kent Heffner. Motion was voted on and carried.

A motion was made by Eric Bacon seconded by Bradley Smith to appoint Kent Heffner as Chairman. Motion was voted on and carried.

A motion was made by Eric Bacon to appoint Bradley Smith as Vice-Chairman, seconded by Kent Heffner. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to appoint Leah Geesey as Secretary-Treasurer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to appoint Sharon Wolfe as Assistant Secretary/Treasurer. Motion was voted on and carried.

A motion was made by Eric Bacon seconded by Kent Heffner to appoint John Wilson of Countess, Gilbert & Andrews Law Firm as Township Solicitor. Motion was voted on and carried.

A motion was made by Bradley Smith, seconded by Kent Heffner to appoint Grant Anderson as Township Engineer. Motion was voted on and carried.

A motion was made by Bradley Smith, seconded by Eric Bacon to appoint Michael Taylor to the Vacancy Board. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to reappoint John Shanbarger to the Planning Commission. Motion was voted on and carried

A motion was made by Eric Bacon, seconded by Bradley Smith to reappoint Ross Strack to the Planning Commission. Motion was voted on and carried

A motion was made by Eric Bacon, seconded by Bradley Smith to reappoint Ralph Daugherty to the Planning Commission. Motion was voted on and carried

No motion was made to appoint a replacement for Thomas Gizzi for the Planning Commission.

A motion was made by Kent Heffner, seconded by Eric Bacon to reappoint Mark Frey to the Zoning Hearing Board. Motion was voted on and carried.

No motion was made to appoint a replacement for Daniel Shaw the Zoning Hearing Board Alternate. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Bradley Smith to appoint D. Michael Craley ZHB solicitor. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Bradley Smith to appoint Kochenour Earnest Smyser & Burg CPA as Auditor for the Township. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Bradley Smith to appoint Jeffrey L. Koons as Zoning Officer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to appoint Jeffrey L. Koons as Zoning Permit Officer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Bradley Smith to appoint Jeffrey L. Koons as Flood Plain Administer. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to appoint Dependable Construction Code Services as Building Code Administrator. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to appoint Keith Hunnings primary Sewage Enforcement Officer (SEO). Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to appoint David Brown as alternate SEO. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Bradley Smith to appoint Ronald Witmer as Emergency Management Coordinator. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to increase the following employee wages by three percent (3%) Brian Olewiler, Scott McDermott, Alan Eveler and Leah Geesey. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to increase Ronald Witmer wages by \$1.40. Motion was voted on and carried.

A motion was made by Bradley Smith, seconded by Eric Bacon to increase Jeffrey Koons wages by \$1.66. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to appoint Kent Heffner as Road master. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to recommend a three percent (3%) increase for the Road Master, Kent Heffner to be approved by the Board of Elected Auditors. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Kent Heffner to appoint Bradley Smith as part-time road laborer. Motion was voted on and carried.

A motion was made by Bradley Smith, seconded by Kent Heffner to appoint Eric Bacon as part-time road laborer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Bradley Smith to recommend an hourly wage of \$20 for the Part Time Laborers to be approved by the Board of Elected Auditors. The Board of Elected Auditors will set the wages for the Part Time Laborers, Eric Bacon and Bradley Smith. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to appoint Allen Eveler as part-time road laborer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to hire and appoint Brett Raver as part-time road laborer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to set Brett Raver's hourly wage at \$25.00 per hour. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Bradley Smith to set the Treasurer's bond at \$4,000,000.00. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to leave the meeting days and times as advertised. The regular Board of Supervisors monthly meeting will be held the second Monday of every month at 7:00 pm. And the fourth Monday of the month, if there is business to contact. A notice of cancellation will be posted at the office. The Planning Commission monthly meeting will be held the third

Tuesday of the month. The Recreation Board meetings will be held January 20, March 17, May 19, July 21, September 15 and November 3. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to approve Act 9 Convention expenses paying compensation, registration and mileage (70) to attend the County Convention. Motion was voted on and carried.

A motion was made by Bradley Smith, seconded by Eric Bacon to set the mileage compensation at 70 cents per IRS standard. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Eric Bacon to set the tax collector's commission at five percent. Motion was voted on and carried.

A motion was made by Kent Heffner seconded by Bradley Smith to retain Oarstown Bank, York Traditions Bank and The Pennsylvania Local Government Investment Trust (PLGIT) as the depositors of funds. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Bradley Smith to appoint Kent Heffner voting delegate to the State Convention and approve paying attendance, mileage (70), other actual expenses and compensation at employee rate when attending the State Convention. Motion was voted on and carried.

A motion was made by Bradley Smith, seconded by Eric Bacon to retain all the holidays listed in the employee handbook. Motion was voted on and carried.

A motion was made by Bradley Smith, seconded by Eric Bacon to set the Community Center Rental Fees, Permit Fees & Zoning Fees, Residential and Commercial Construction Permit Fees, Sewage Enforcement Fees and Office of Open Record fee schedules as presented. Motion was voted on and carried.

**ADJOURNMENT:**

There being no further business, Eric Bacon made the motion to adjourn the meeting. Seconded by Kent Heffner the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Leah R. Geesey Secretary-Treasurer