

**Chanceford Township, York County**  
**Board of Supervisors Regular Meeting**

**MEETING DAY AND TIME:** November 14, 2016

Kent Heffner opened the meeting of the Chanceford Township Board of Supervisors at 7:00 p.m. in the Community Bldg, 51 Muddy Creek Forks Rd, Brogue, PA. He led those in attendance to the pledge to flag.

Members present: Chairman, Kent Heffner, Vice-chairman, Bradley Smith and Member, Clifton Baldwin.

Others present: Zoning Officer Jeffrey Koons, Secretary, Tonya Jackson, John Seitz, York County Planning Commission, Ken Shaull, Ron Witmer, Chief.

**APPROVAL OF MINUTES:**

Bradley Smith made the motion to approve the minutes of October 10, 2016 as written. Seconded by Clifton Baldwin, motion carried unanimously.

**NEW BRIDGEVILLE FIRE CO:**

Ron Witmer, Chief of New Bridgeville Fire Co., reported there were 12 calls last month and they are planning a grocery auction on December 16, 2016.

**YORK COUNTY SOUTHERN EMS, INC. REPORT:**

Laura Taylor stated there were 128 calls in October with 28 of them in the Township. She stated new employees have been hired they are getting trained.

**MS4 URBANIZED AREA 2010 - YORK COUNTY PLANNING COMMISSION – JOHN SEITZ:**

John Seitz of the York County Planning Commission reviewed the requirements to submit a waiver for the MS4 Urbanized area 2010. The Township will fill out and submit the waiver application with the assistance of the Township Engineer, Grant Anderson.

**PUBLIC COMMENT:**

**ZONING OFFICER'S REPORT:**

Jeff Koons, Zoning Administrator noted a few issues:

- Zoning Hearing Board meeting will be held on November 30 2016 for a Special Exception Application for apartments at 33 Muddy Creek Forks Road, Applicant: Stephen and Dolores Krick
- Issue a cease and assist to Rutters for allowing PPL to use the vacant lot near their store as a staging area because they need permits
- King at 2325 Delta Road constructed a barn 90 x 60 which was bigger than what permitted for but the seepage pit was increased
- Reported on the issue of the septic tank destroyed by stormwater runoff from the Barley property. There was a request to get a copy of the Conservation plan to help the owners Gipe Road.

Kent Heffner made a motion to appoint Tonya Jackson as the Assistant Zoning Officer. Seconded by Clifton Baldwin, motion carried unanimously.

Clifton Baldwin made a motion to appoint Tonya Jackson as the Right-to-Know Officer for the Township. Seconded by Bradley Smith, motion carried unanimously.

**SUBDIVISION PLANS/LAND DEVELOPMENT PLAN REVIEW:**

Kent Heffner made a motion to table the Holtwood LLC, Parcel #3Y: Submitted by Talen Industries. Seconded by Clifton Smith, motion carried unanimously.

**ROAD MASTER'S REPORT:**

Kent Heffner stated the Duff Hollow Road project will be finished by November 18, 2016

**ENGINEER'S REPORT:**

Grant Anderson, of Site Design Concepts, emailed a report which noted the Township will need to notify Gary Peacock ten (10) days prior to the construction of Cramer Road. Also, Bill Matthews, who constructed the Peach Bottom Township building, is willing to meet with the Board to discuss the proposed maintenance building construction.

## **SOLICITOR'S REPORT:**

Tim Bupp, Township Solicitor, stated the Township should obtain a rate for a CPA and he handed out a spreadsheet of auditor services. The Board agreed and the Secretary will contact Kochenour, Earnest, Smyster & Burg for an estimate.

Tim Bupp recommended the Township should fill out the waiver form for the MS4.

Tim Bupp stated he was contacted by relative of Russ Hogan located at 4027 Shaws School Rd to ask if the Board would declare his property inhabitable. He stated the Board does not have the authority.

## **CORRESPONDENCE/COMMUNICATIONS/BUSINESS:**

The Board agreed to establish a petty cash fund for the Secretary in the amount of \$100.00 for making change for cash transactions.

The Secretary will answer the auditor for their Interim Audit Findings.

The Board signed the PA Department of Labor & Industry – Renewal form for Certificate of Insurance for Workmen's Comp for New Bridgeville Memorial Volunteer Fire and the Township.

Bradley Smith made a motion advertise the proposed budget in the Star Newspaper. Seconded by Clifton Baldwin, motion carried unanimously.

Ronald Miller will be off work due to a shoulder injury and after surgery on December 6<sup>th</sup> he will be placed on short term disability.

## **APPROVAL OF BILLS:**

Clifton Baldwin made a motion to approve the payment of all bills in the manner approved by law. Seconded by Bradley Smith, motion carried unanimously.

## **AJOURNMENT:**

Kent Heffner made a motion to adjourn the meeting. Seconded by Clifton Baldwin, the meeting was adjourned at 9:16 p.m.

Respectfully submitted,

Tonya L. Jackson  
Secretary-Treasurer