**WHITE DEER TOWNSHIP BOARD OF SUPERVISORS**

**MEETING MINUTES**

**November 26, 2024**

The regular meeting of the Board of Supervisors of White Deer Township was held on November 26, 2024. Present were Supervisors Carroll Diefenbach, Donald Wilver, Jr. and Paul Saber, Township Secretary Michelle Finck and Jason Brudecki, Esq. Also in attendance were Road Master Clint Heintzelman, David Hines, CKCOG Zoning Officer, Garrett Enders, CKCOG, Bruce and Marge Musser and Dave Ettinger.

The minutes from the October 2, 2024 meeting were approved following a motion by Mr. Wilver and seconded by Mr. Diefenbach.

**PAYMENT OF BILLS**

Following a motion by Mr. Wilver and seconded by Mr. Diefenbach, the Board of Supervisors voted unanimously to approve the bill sheet dated November 26, 2024 totaling $197,847.98. This total included $110.986.00 for the new dump truck and some expenses related to the new park pavilion.

**PUBLIC COMMENT**

Discussion ensued about the construction progress as the park.

**OLD BUSINESS**

**Cleaning Service**

Since Freda Bowers would not be able to clean during the day and won’t have access to the building after hours, it was decided to look for another individual. Mr. Diefenbach shared that Trish Clayton on Ridge Road is interested in cleaning. We would put her on the payroll as an occasional employee due to her not having liability insurance. A motion was made by Mr. Wilver and seconded by Mr. Diefenbach to approve having Trish clean the building.

**NEW BUSINESS**

**Kyle & Jillian Fera Improvements Guaranty & Storm Water Management Agreements**

A motion was made by Mr. Wilver and seconded by Mr. Diefenbach to approve the Improvements Guaranty Agreement for $7217.32 for the project at 142 Ridge Road. A motion was made by Mr. Wilver and seconded by Mr. Diefenbach to approve the Storm Water Management Plan. Mr. Brudecki shared that he spoke with Robin Fox at the COG as well as Kyle Fera and everything is in order for Mr. Fera to pick up the permits and get the paperwork recorded.

**Motion to Open Bank Account for White Deer Community Park Grant**

A motion was made by Mr. Wilver and seconded by Mr. Saber to approve the opening of the bank account for the White Deer Community Park DCED grant that was received. Mr. Diefenbach shared that he signed the letter for the bank.

**New Berm Box/Belt Conveyor**

Mr. Diefenbach shared that we received a check from the insurance company for $9,624.13 for the berm box and belt conveyor that was damaged. New equipment has been ordered through Bradco. Once the new equipment is paid for, we can submit the paid invoice to the insurance company for the recoverable depreciation value. The damaged equipment will be picked up for salvage as we will not be buying it back.

**2025 Meeting Dates Review**

The dates for the Planning Commission, Board of Supervisors, Reorganization and Auditor Meetings were provided for review. The list of dates will be also be reviewed by the Planning Commission at their December Meeting. The Election Day for April has not yet been determined. Upon any changes, the dates will be approved at the December Board of Supervisors meeting for advertisement.

**2024 CMC for Property Maintenance Code Ordinance**

Mr. Brudecki shared a draft of the ordinance to adopt the CKCOG Maintenance Code. He noted that Section 102 of the Ordinance would need to reflect any revisions or deletions that would applicable to the Township. A hard copy of the code was received at the Township. Mr. Brudecki will be emailing a digital copy to the Supervisors for review.

A motion was made by Mr. Wilver and seconded by Mr. Saber to give Mr. Brudecki the approval to finalize the Ordinance for adoption at the December meeting.

**2025 Real Estate Millage Rate and Realty Transfer and Earned Income Tax Rates**

A motion was made by Mr. Saber and seconded by Mr. Wilver to adopt Resolution #24-5

to set the Local Service Tax for 2025. The rate will remain the same at $52 per year.

A motion was made by Mr. Wilver and seconded by Mr. Saber to adopt Resolution #24-6 to set the Real Estate Millage Rate and Earned Income Tax Rate for 2025. The rates will remain the same at 0.16 mills for General Fund and 0.24 mills for Fire Protection. The Reality Transfer Tax will remain at one-half (1/2) of one (1) percent. The Earned Income Rate will remain the same at the existing rate of one (1) percent for 2025 with one-half to be collected and the other half to be collected by the appropriate school district.

**ZONING AND PLANNING**

**Francisco & Pamela Rosado Final Plan – Lot Consolidation Plan #014-05-094.B0000 & 094.51000.**

The property is located in the Rural Residential Zoning District. The intent of the subdivision lot consolidation is to meet a requirement of the variance that was granted on October 9, 2024. The proposed use is for an Agritourism Store. Total combined area is comprised of 2.591 acres; however, a minimum lot size of three (3) acres is required for agribusiness use. Both tracts have existing improvements. The plan is in compliance with the Township’s Zoning, Subdivision and Land Development Ordinances. The Planning Commission made the motion to forward plan to the Supervisors approval at their meeting on November 12, 2024.

A motion was made by Mr. Saber and seconded by Mr. Wilver to approve the lot consolidation plan.

**SOLICITOR/SUPERVISOR OTHER COMMENTS**

Mr. Brudecki shared that Act 94 of 2024 amended the Second Class Township Code to adjust the maximum thresholds for supervisor compensation and to allow township supervisors to be paid on a per-meeting basis. After the new act takes effect on December 1, 2024, each board of supervisors may choose to implement all or part of the increase by ordinance or to leave the current compensation rates in places. The new cap for our Township would increase to $3,145 from $1,875 per year. Any change in supervisor compensation will not apply to supervisors during their current term. Instead, a supervisor will receive the new rate only after beginning a new term of office. A newly appointed supervisor will receive the increase immediately.

A motion was made by Mr. Wilver and seconded by Mr. Saber to approve Jason to draft the new ordinance to adopt maximum supervisors cap as permitted by law.

Mr. Diefenbach shared an update at the park. Discussion ensued.

**ADJOURNMENT**

There being no further business to discuss, a motion to adjourn was made by Mr. Wilver and seconded by Mr. Saber and carried.

Michelle Finck, Secretary

Don Wilver, Jr., Treasurer

**“ALL SUPPORTING DOCUMENTATION NOT CONTAINED HEREIN ARE MAINTAINED IN A SEPARATE FILE AT THE WHITE DEER TOWNSHIP MUNICIPAL OFFICE.”**