

MINUTES

BART TOWNSHIP BOARD OF SUPERVISORS REORGANIZATION AND MONTHLY MEETING JANUARY 5, 2026

The Bart Township Board of Supervisors held their reorganizational and regular monthly meeting on January 5, 2026 at the Bart Township Municipal Building, 46 Quarry Road, Quarryville, PA. The meeting was advertised in LNP, a newspaper of general circulation, and posted at the Municipal Building in compliance with the Sunshine Act.

Board of Supervisors present: Cameron Killian, Levi Esh and Dale Herr.

Others in attendance were: Jessica Richardson, Forest Stump, Conner Daddario, Connie Kauffman, Ric Gochenaur, Kathy Gochenaur, Bob Widdowson, Janice Widdowson, Ed Weidman, Jonas Stoltzfus, Scott Frantz, John Graybill, Mike Shaub & Derrick Jamison.

6:52pm Judge Leonard Brown conducted the signing in of new and re-elected officials and township employees.

1. **Call to Order/Pledge of Allegiance.**

The meeting was called to order at 6:58p.m. by Supervisor Herr, followed by the Pledge of Allegiance to the Flag.

2. **Reorganization of the Board of Supervisors:**

Chairman: A motion was made by Supervisor Killian to nominate Dale Herr as Chairman. The motion was seconded by Levi Esh. Motion carried.

Vice Chairman: A motion was made by Chairman Herr to nominate Cameron Killian as Vice Chairman. The motion was seconded by Supervisor Esh. Motion carried.

Meeting Dates and Times:

Chairman Herr suggested to set the regular monthly meetings for the first Tuesday of the month at 7:00 p.m., with the exception of the January meeting. Motion made by Supervisor Killian seconded by Supervisor Esh. Motion carried.

A motion was made by Chairman Herr to set the following mid-month meetings to be held at 12 noon: March 18th, June 17th and October 21nd, 2026. The motion was seconded by Supervisor Esh. Motion carried.

A motion was made by Chairman Herr to set the road tour dates as April 7, 2026 and October 6, 2026 at 5:00 p.m. The motion was seconded by Supervisor Killian. Motion carried.

A motion was made by Chairman Herr to set the Budget meeting during the October 21st mid-month meeting & the 2027 Reorganizational/Monthly meeting will be held Monday, January 4, 2027 at 7:00 pm. seconded by Supervisor Killian. Motion carried.

MINUTES

3. Appointments:

A motion was made by Chairman Herr to appoint the following individuals to their respective positions:

- Chief Administrative Officer for the Non-Uniform Pension Plan- Connie Kauffman
- Secretary/Assistant Treasurer: Jessica Richardson
- Assistant Secretary/Treasurer: Connie Kauffman
- Right to Know Officer: Jessica Richardson
- Animal Noise Officer: Forest Stump
- Solicitor: Josele Cleary
- Structural Engineer: Wilson Consulting Group
- Township Engineer: Mark Deimler/Solanco Engineering Associates
- Zoning Officer: Mark Deimler/Solanco Engineering Associates
- Sewage Enforcement Officer: Mark Deimler/Solanco Engineering Associates
- Alternate Sewage Enforcement Officer: Douglas Cwienk/David Miller Associates
- Primary UCC Code Inspector: Commonwealth Code
- Alternate UCC Code Inspector: tabled & placed on follow up list
- Emergency Management Coordinator: Michael Hoover
- Planning Commission Member – Levi Glick
- Sewer Authority Member- Bill Lamparter
- Zoning Hearing Board Solicitor: Melvin Newcomer
- Vacancy Board Chairperson: Arlene Harnish
- Southern Lancaster County Intermunicipal Council Representative: Dale Herr to start then rotate between Supervisors
- Enola Rail Trail Representative: Cameron Killian
- Township Supervisor: Levi Esh III

The motion was seconded by Supervisor Esh. Motion carried.

Chairman Herr asked for a motion to adopt Resolution 01-05-2026 appointing Joseph Linton to the Zoning Hearing Board for a three-year term, which will expire December 31, 2028. Motion made by Supervisor Killian seconded by Supervisor Esh. Motion carried.

4. Employee Wages:

A motion was made by Supervisor Killian to set the employee wages as follows:

- Secretary/Assistant Treasurer - \$31
- Assistant Secretary/Treasurer - \$30.00
- Fulltime Road Worker (Forest Stump) - \$33
- Fulltime Road Worker (Conner Daddario) - \$30
- Emergency Snow Removal / Skilled Equipment Operator - \$32.00 per hour
- Parttime Road Laborer - \$22.00 per hour

MINUTES

- Parttime Office Staff – (Sewer Authority Admin) - \$29

The motion was seconded by Chairman Herr. Supervisor Esh abstained due to an employee being a family member. Motion carried.

5. Roadworker Clothing Stipend: Full Time \$600.00, Part Time \$300.00. A motion was made by Chairman Herr to keep the clothing reimbursement for each road crew employee paid monthly at Full Time \$600.00, and Part Time \$300.00 The motion was seconded by Supervisor Killian. Motion carried.

6. Phone Stipend: Currently \$50 per month. Chairman Herr asked for a motion to keep the fulltime employee cell phone stipend at \$50.00 per month. The motion was made by Supervisor Killian seconded by Supervisor Esh. Motion carried.

7. Treasurer and Assistant Treasurer's Bond- currently set at \$1.5 million. Chairman Herr asked for a motion to set the Treasurer/Assistant Treasurer bond at \$1.5 million. The motion was made by Supervisor Killian seconded by Supervisor Esh. Motion carried.

8. Mileage Reimbursement Rate: Current IRS approved rate \$.725/mile. A motion was made by Chairman Herr to use the current IRS approved rate as our mileage reimbursement rate. The motion was seconded by Supervisor Killian. Motion carried.

9. Primary Financial Institution- Presence Bank, PLGIT (Liquid Fuels) A motion was made by Chairman Herr to continue to use Presence Bank as our primary financial institution and PLGIT for liquid fuels. The motion was seconded by Supervisor Killian. Motion carried.

10. Recognize Halloween – Chairman Herr asked for a motion to recognize Trick or Treating as recognized by Lancaster County. Supervisor Esh made a motion seconded by Supervisor Killian. Motion carried.

11. Tax Collector- The elected individual does not intend to take the oath of office and assume duties of tax collector. Bart Township has had the County collect its taxes for several years. There will be a vacancy in office which will allow the County to collect the Township's real estate tax.

Chairman Herr ask for a motion to appoint Lancaster County as Tax Collector for Bart Township. Supervisor Killian made a motion, seconded by Supervisor Esh. Motion carried.

At this time of 7:24pm, the meeting moved into the regular monthly meeting.

Secretary/Treasurer's Report:

Financial Statements: Secretary Jessica Richardson reviewed the month and year-to-date statements of financial condition. Account balances as of December 25, 2025 totaled \$1,447,259.77.

Accounts Payable: A motion was made by Chairman Herr to ratify payment of the General/Liquid fuel bills for the period November 26, 2025 through December 25, 2025 in the amount of \$116,951.61 & Enola Low Grade Trail \$3,727.40. The motion was seconded by Supervisor Esh. Motion carried.

Road Report: Roadmaster Stump reviewed a list of items the road crew completed during the month of December

MINUTES

Enola Low Grade Trail: Trail construction has started. The trail and trailhead sections are being done by 2 different companies.

Quarry Road Bridge: Progress is still being made.

Animal Noise Enforcement: No report.

Plans/Planning Commission:

Zoning/Engineering/Sewage Enforcement:

Zoning Officer's Report: There were no questions. Mike Shaub mentioned an individual who got a permit to install a sink and has materials to install full blown bathroom on the 2nd floor. The inspection has yet to be done but GASA recommends collecting the EDU fee so the inspection can be done once complete. Derrick from Solanco Engineering stated that if the Supervisors are in agreement Solanco Engineering will support the EDU fee being collected after installation and provide any additional support needed. A motion was made by Chairman Herr in support of this. Motion was seconded by Supervisor Killian. Motion carried.

Violation Report:

ZHB to meet on 1/7/26- Travis Whittington 798 Noble Rd. Christiana requesting a variance request for construction of residential accessory structure within rear yard setback.

Chairman Herr asked for a motion in support of this variance if approved by ZHB. Supervisor Killian made a motion seconded by Supervisor Esh. Motion carried.

Southern Lancaster County Intermunicipal Committee: Next meeting Dale will attend.

Georgetown Area Sewer Authority: No report.

Old Business:

1. Follow Up List from the December 3rd meeting was reviewed.
2. Amos K Esh Expansion resolution - 01-05-2026A re-adoption from 12/3/2025 meeting missing 4B component. Motion made by Chairman Herr to re-adopt resolution 01-05-2026A. Motion seconded by Supervisor Esh.

New Business:

1. **Records Destruction Resolution:** A motion was made by Chairman Herr to adopt Resolution No. 01-05-2026B, a Resolution stating the township secretary has identified records to be considered for destruction or disposal as described in Exhibit A; and that the Board does hereby authorize the destruction of the files, as described in Exhibit A; and that this Resolution becomes effective immediately. The motion was seconded by Supervisor Killian. Motion carried.
2. **2026 Fee Schedule Resolution 01-05-2026 C:** Increase to ag Building fee for 2026 was considered. A motion was made to increase the ag fee from .05/sq foot to .10/sq foot. Chairman Herr asked for a motion. A motion was made by Supervisor Killian to adopt resolution 01-05-2026C. Motion seconded by Supervisor Esh. Motion carried.

MINUTES

3. It was noted that ZHB & Auditors required to pay standard taxes and paid through payroll would need I9s & W4s on file.
4. Release of \$2,095.00 financial security to Samuel Herschberger Stormwater Management Plan at 4915 White Oak Road. A motion was made by Chairman Herr to release the financial security as recommended by the Solanco Engineering letter dated 12/5/25. Motion seconded by Supervisor Killian. Motion carried.
5. Authorization for the Treasurer to contact Presence Bank to stop the General Fund Reserve CD auto renewal. Chairman Herr asked for a motion. Supervisor Esh made a motion seconded by Supervisor Killian.
6. Approval of Bart Fire Police assist with traffic control Strasburg Mud sale 2/27 & 2/28. Chairman Herr made a motion to approve the traffic control of Strasburg Mud sale. Motion seconded by Supervisor Killian. Motion carried.
7. Consider eliminating monthly Analysis report provided by Solanco Engineering. Chairman Herr recommended that we continue this report as it does not cost us anything. Motion made by Supervisor Killian to keep the report seconded by Supervisor Esh. Motion carried
8. Consider if payroll submission sheet needs to be signed by supervisor in addition to Treasurer & Secretary. Motion made by Supervisor Killian that a supervisor signature is not needed. Motion seconded by Chairman Herr. Motion carried.
9. Consider if Supervisor signature is needed on timesheets for Treasurer & Secretary or if Treasurer can sign Secretary and Secretary can sign Treasurer time sheets. Motion made by Supervisor Killian that Secretary and Treasurer can sign each other's timesheets. Motion seconded by Supervisor Esh. Motion carried.

Minutes: With no additions or corrections, the Minutes of the December 3, 2025 meeting stand approved as written.

Public Comment:

Scott Frantz commented that the Road Crew had done a great job keeping Bartville Rd open. John Graybill also commented that the Road Crew did a great job during the event on 1/1/26 and does a better job than the state. Forest Stump asked about employee time off being considered as Paid Time Off (PTO). Will be added to February meeting agenda.

Adjourn: A motion was made by Chairman Herr to adjourn the meeting. The motion was seconded by Supervisor Killian. Motion carried. The meeting was adjourned at 8:01 p.m.

Before a vote was taken on any motion opportunity for discussion was provided.

Respectfully submitted,

Jessica Richardson
Secretary