

**Board of Supervisors  
CHANCEFORD TOWNSHIP  
Reorganizational Meeting 2023**

**MEETING DAY & TIME:** January 3, 2023

Eric Bacon 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, David Warner – via phone

David Warner 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 David Warner, seconded by Eric Bacon. Motion was voted on and carried.

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

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

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

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

A motion was made by David Warner, seconded by Eric Bacon to appoint Timothy Bupp of Countess, Gilbert & Andrews Law Firm as Township Solicitor. Motion was voted on and carried.

A motion was made by David Warner, seconded by Kent Heffner to appoint Grant Anderson with Site Design Concepts as Township Engineer. Motion was voted on and carried.

A motion was made by Kent Heffner, 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 David Warner to reappoint Jon Shenberger to the Recreation Board. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Kent Heffner to appoint Jerome Patterson to the ASA Advisory Committee. Motion was voted on and carried.

A motion was made by David Warner, seconded by Kent Heffner to reappoint David Hopkins to the Zoning Hearing Board. Motion was voted on and carried.

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

A motion was made by Eric Bacon, seconded by David Warner to appoint South Penn Code as Zoning Officer, Zoning Permit Officer and Flood Plain Administrator. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Kent Heffner to appoint South Penn Code Building Code Administrator. Motion was voted on and carried.

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

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

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

A motion was made by Kent Heffner, seconded by David Warner 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 appoint David Warner as part-time road laborer. Motion was voted on and carried.

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

A motion was made by Eric Bacon, seconded by David Warner to set the Treasurer's bond at \$1,000,000.00. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Kent Heffner 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 16, March 20, May 15, July 17, September 18 and November 6. Motion was voted on and carried.

A motion was made by David Warner, seconded by Kent Heffner to approve Act 9 Convention expenses paying compensation, registration and mileage (65.5) to attend the County Convention. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by Kent Heffner to set the mileage compensation at 65.5 cents per IRS standard. Motion was voted on and carried.

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

A motion was made by Eric Bacon seconded by David Warner to retain Peoples 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 David Warner, seconded by Eric Bacon to appoint Kent Heffner voting delegate to the State Convention and approve paying attendance, mileage (65.5), other actual expenses and compensation at employee rate when attending the State Convention. Motion was voted on and carried.

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

A motion was made by Eric Bacon, seconded by Kent Heffner to set the 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.

A motion was made by Eric Bacon, seconded by David Warner for a three percent (3%) increase for the current full time and part time employees. Motion was voted on and carried.

A motion was made by Eric Bacon, seconded by David Warner to recommend a three percent (3%) increase for the Road Master, Kent Heffner to be approved by the Board of Elected Auditors. The Board of Elected Auditors will set the wages for the Assistant Secretary, Kent Heffner and the Part Time Laborers, Eric Bacon and David Warner. Motion was voted on and carried.

**ADJOURNMENT:**

There being no further business, Kent Heffner made the motion to adjourn the meeting. Seconded by David Warner the meeting was adjourned at 6:50 p.m.

Respectfully submitted,  
Leah R. Geesey Secretary-Treasurer