

# Adams County Association of Township Officials

LouAnn Boyer, President  
Susan Plank, Treasurer

Shaun Phiel, Vice President  
Shannon Hare, Secretary

## Minutes of the September 25, 2024 Meeting

The Executive Committee of the Adams County Association of Township Officials (ACATO) met on Wednesday, September 25, 2024, at Cumberland Township Temporary Building located at 120 Country Club Lane Gettysburg. President Boyer called the meeting to order at 9:57 AM.

Roll Call of members present. LouAnn Boyer, President; Shaun Phiel, Vice-President; Susan Plank, Treasurer; Shannon Hare, Secretary; Carol Bollinger, Co-Chair of Programs Committee; Robin Keller, Finance Committee

**Minutes:** Vice President Phiel made a motion, seconded by Carol Bollinger to approve the minutes from the June 26, 2024 Executive Committee meeting as written. Motion carried, unanimously.

**Treasurer's Report:** Susan Plank presented the Treasurer's report. She reported there were no changes to expenses. She has received most of the Townships' dues. The remaining balance is \$3,943.27. Robin Keller moved, seconded by Carol Bollinger to accept the Treasurer's Report. Motion carried, unanimously.

### **Committee Reports:**

- Conference and Program's Committee: Ms. Hare updated the Executive Committee on vendors and Townships who will be attending as of now. There are a few Special Guests who have responded and sent a check for their meals. In the past, ACATO has paid for their meals. The Executive Committee agreed that since has been the practice, those checks should be returned to them. President Boyer reported that she has reached out to the Pennsylvania State Police (PSP) about presenting the colors. She has not yet heard back. The Executive Committee decided to make a generic statement in the booklet in case the PSP cannot present the colors. Vice President Phiel will reach out to Gettysburg Connection to see if they would be willing to do a story on the Convention and possibly even attend the event. President Boyer and Vice President Phiel will reach out to Ron Harris, President of the COG and Mayor of Carroll Valley, as well as David Bolton, President of Borough Association to extend an invitation to the Convention. President Boyer has been in contact with Dave Sanko of PSATS, there is a possibility that the PSATS Executive Committee will be attending the Convention in November. The Executive Board is not opposed to people dressing for the theme if they choose to. The Executive Board authorized a budget of up to \$500 for decorations and any gift cards that may need to be purchased to use as door prizes.
- Resolutions/Legislative Committee: President Boyer said that she may have a Resolution proposal regarding prevailing wage.
- Finance Committee. The audit has been completed. The information will be published in the Convention booklet.
- ACTPO Delegates: Nothing to report.
- ACATO Delegates to PSATS: Delegates will be assigned at the Convention.
- Public Relations: President Boyer and Vice President Phiel will reach out to the individuals mentioned about. President Boyer will be sending an invitation to Martha O'Bryant who is a member of the Finance Committee.

### **Other Business:**

Ms. Bollinger was pleased to announce that she had been in contact with Bob Gordon. He called to check in and was very pleased to hear that ACATO was thriving. The Executive Committee decided that Bob should be invited to the Convention and be presented with a plaque for his years of dedicated service to ACATO. If he can attend the Convention, the plaque will be presented to him. If he is unable to attend, then the plaque will be sent to him. Ms. Bollinger and Ms. Hare will see that a plaque is purchased for Bob.

The Executive Committee decided that they would not meet again before the Convention. If anything comes up, they would correspond via email. The next meeting would take place after the Convention on December 11, 2024 at 1PM at the Temporary Cumberland Township Building.

With no further business to discuss, the meeting was adjourned at 10:57AM.

Respectfully submitted,  
Shannon M. Hare  
Association Secretary