

Adams County Association of Township Officials

Coleen Reamer, President
Keith Whittaker, Treasurer

Marcia Weaver, Secretary

Minutes of the April 8, 2014 Executive Committee Meeting

The Adams County Association of Township Officials (ACATO) Executive Committee met at Reading Township, 50 Church Road, East Berlin, PA on Tuesday, April 8th at 12:00 pm. Those attending were: Coleen Reamer, President, Hamiltonban Township; Bob Gordon, Legislative Chair, Hamiltonban Township; Barbara Underwood, Public Relations Chair, Cumberland Township; Diane Groft, Convention Committee Chair & Programs Planning Committee Chair, Mt. Pleasant Township; Carol Bollinger, Programs Planning Committee, Union Township; Beverly Shriver, Convention Committee Member, Oxford Township; Debby Brogan, Resolutions Committee Chair, Hamilton Township, and Marcia Weaver, Secretary, Reading Township.

Approval of Minutes

Ms. Underwood made a motion to approve the February 26, 2014 minutes and Ms. Groft seconded the motion; motion carried. Mr. Gordon and Ms. Brogan abstained.

Treasurer's Report

Mr. Whittaker did not attend the meeting. As of March 31, 2014, the account balance remained at \$10,542.66. \$2,534.10 was paid to the Hampton Fire Company, however they lost the check. Mr. Whittaker will stop payment on the check and reissue another check. A check in the amount of \$400 will be issued to SAVES (Southeastern Adams Volunteer Emergency Services) for the convention deposit and a check in the amount of \$1,466.80 will be issued to Hamiltonban Township for the tax free purchase of a computer from Computer Works. A phone call was made by Ms. Underwood to Mr. Whittaker who confirmed that the computer was set up and operating. There is one outstanding Association member who still owes membership dues.

Audit Report

The 2013 Audit Report was reviewed. There were no issues. Rick Ruppert of Butler Township was appointed as Auditor on a motion by Ms. Reamer and seconded by Ms. Brogan; motion carried unanimously. The resignation of Eugene Starbuck of Hamiltonban Township was accepted on a motion by Ms. Reamer and seconded by Ms. Brogan; motion carried unanimously. The Audit Report will be presented at the Mid-Year Conference Business Meeting.

PSATS Convention Basket Items

The Townships contributing to the Adams County Basket for the PSATS Conference were as follows:

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| 1. Butler Township | Lucky Leaf & Musselman Products from Knouse Foods |
| 2. Germany Township | Smoked meats from Stoney Point Farm Market |
| 3. Hamiltonban Township | Hickory Bridge Farm Item |
| 4. Liberty Township | \$40 Restaurant Gift Card from Taverna |
| 5. Mt. Pleasant Township | T-shirts from Timeless Clockworks |
| 6. Oxford Township | \$25 Restaurant Gift Card from Scozzaros |
| 7. Reading Township | Puffed Corn from the Popcorn Lady |
| 8. Straban Township | Gettysburg Pretzels |
| 9. Tyrone Township | Musselman Products from Knouse Foods |

Changes to Bylaws

The programs and convention committee sections of the Bylaws will be combined and rewritten by Ms. Underwood for presentation and discussion at the Mid-year Conference Meeting.

Mid-Year Conference

The conference will be held Wednesday, May 21st at 6 pm. It was decided to serve a box-type lunch. Attorneys Sam Wiser and Stephan Cocorese from Salzman Hughes Law Firm will speak on the topics of the Sunshine Law, Executive Sessions and the Right To Know Law.

November Convention

Cost for catering at the Fairfield Fire Company became too expensive. A lease for SAVES was reviewed and menu items including beef, turkey and green beans were selected at the cost of \$16/person. The lease for SAVES was approved on a motion by Ms. Reamer and seconded by Ms. Brogan, motion carried unanimously.

Adjournment

The next meeting was scheduled for June 4th at 12:30 pm at Conewago Township. The meeting adjourned at 1:30 pm on a motion by Ms. Reamer and seconded by Ms. Underwood; motion carried unanimously.

Respectfully submitted,

Marcia V. Weaver
Association Secretary