

Adams County Association of Township Officials

John Gormont, President
Wendy Peck, Treasurer

John Aldridge, Vice President
Sheri Moyer, Secretary

EXECUTIVE COMMITTEE MEETING May 8, 2018

The Adams County Association of Township Officials (ACATO) Executive Committee met at Mount Joy Township, Gettysburg, Pennsylvania on Tuesday May 8, 2018 at 1:00 p.m.

Present: John Gormont, President, Mount Joy Township; Bruce Hartman, Audit Committee Chair, Mount Joy Township; Wendy Peck, Association Treasurer, Liberty Township; Diane Groft, Conference & Programs Committee Chair, Mount Pleasant Township; and Sheri Moyer, Association Secretary, Mount Joy Township

Absent: John Aldridge, Vice-President, Union Township; and Bob Gordon, Legislative Chair and Audit Committee, Hamiltonban Township

Call to Order: John Gormont, presiding.

Starting Time: 1:00 p.m.

Approval of Minutes:

- Executive Committee Meeting Minutes, March 13, 2018: Mr. Hartman moved, seconded by Ms. Groft, to accept the minutes as presented. Motion carried unanimously.

Old Business:

- Ms. Groft questioned the \$1050.00 in the accounting. That was the amount which the former Treasurer reported at the last meeting. It was a verbal report. Ms. Groft said there are only 19 townships that are members so the total amount should be \$950.00. Mr. Hartman said that one township paid twice and that would make the total \$1,000.00 not \$1050.00 as indicated in the minutes. Ms. Moyer said that Ms. Beard indicated in a previous meeting that one of the townships, the same one who paid double last year, paid double again this year.

New Business:

- Treasurer Report: Ms. Peck said that there was no activity, no deposits and no checks written. She indicated she just got access to the account yesterday and will have a written report for the next meeting.

Ms. Peck said that she would like to issue the member dues overpayment to Huntington Township. Ms. Groft moved, seconded by Mr. Hartman to authorize the Treasurer to refund the overpayment of \$50.00 to Huntington Township. Motion carried unanimously.

- **Audit:** Mr. Hartman said he has distributed the audit report to his co-auditors. He received a response from Mr. Gordon and has made several attempts to get a response from Mr. Rupert but he has not responded. Two of the members of the committee concur that the report is ready for approval. Ms. Groft moved, seconded by Ms. Peck to accept 2017 audit report. Motion carried unanimously.
- **By-Laws Revisions:** Mr. Gormont provided an update that Mr. Aldridge has been attempting to get the committee together to meet to discuss the revisions so, we will table this discussion until the next meeting.
- Mr. Gormont said he would entertain a motion to reaffirm the vote of appointing Wendy Peck as the Treasurer of the Association. Ms. Moyer moved, seconded by Ms. Groft, to reaffirm appointing Wendy Peck as the Treasurer. Motion carried unanimously.

Committee Reports:

- Nominations – Carol Merryman, Chair: No report.
- Resolutions – Chair Vacancy: Mr. Gordon replied to Mr. Gormont's question regarding the difference between the Resolutions committee and the Legislative committee. Mr. Gordon stated in an email that the Resolutions committee develops suggestions that progress in the form of a resolution to be submitted to the PSATS Resolution committee for consideration and presentation at the annual conference for a vote. The Legislative committee works either for or against legislation that is introduced that impacts township governments.
- Public Relations – Vacancy: Mr. Gormont said if anyone has any suggestions for someone to serve on this committee, to please let him know.
- Legislative – Bob Gordon, Chair: Mr. Gordon reported via email that they are working on the same bills as was last reported. He was pleased that Senate Bill #2 - School Vouchers, got pulled from the education committee meeting agenda. He received a Resolution supporting Senate Bill #251 - Local Radar, from the Adams County Police Chief's Association. A resolution will be on the COG's agenda for the May 24, 2018 meeting.
- Audit – Mr. Hartman, Chair: See New Business above.
- Conference & Programs – Ms. Groft, Chair: Ms. Groft said that she received the Lease Agreement for SAVES for the November 14th conference for signature. She said the menu is the same as last year. The committee will be going in at 10:00 a.m. to decorate, 3:30 p.m. for the vendors to arrive, 4:45 p.m. doors open, 6:30 p.m. will be dinner, 7:30 p.m. time for speakers (PSATS person and entertainment person) and 8:30 p.m. for the business meeting. Ms. Groft said the entertainment is almost finalized and will report in July.

Ms. Groft said the secretarial luncheon is July 25th. Judy Chambers and Melissa Morgan from PSATS will be in attendance. 11:30 a.m. is sign-in, 12:00 – 2:30 p.m. for the luncheon and

round table discussion. Ms. Moyer will contact Susan Smith to see if she would also attend the luncheon.

Ms. Groft said she is working with Carly at Adams County for Zoning Hearing Board training to take place probably in August or October. They usually do the 5th week so as not to interfere with township meetings and it would be held in the evening. The County Planning Office will sponsor the training along with ACATO if we wanted to share in that training. There is normally minimal cost to them for the individual to conduct the training and ACATO would provide refreshments.

Ms. Groft said that the County is planning on conducting the planning series next year. They do that training every couple of years.

Ms. Groft said that usually ACATO training sessions are done in March, July and again in September. A comment was made about the Sunshine and Right-to-Know Law training. She indicated that the Township's Solicitors could possibly provide this. If ACATO wants to provide a session, they probably could be combined. Scott Coburn, PSATS legal advisor, would possibly be another option for conducting this session. Reminder that PSATS offers webinars on various subjects. Ms. Groft said we could send out a message to members to find out if there is interest in the Sunshine Act/Right-to-Know and what time or day/evening would be the first step and get feedback.

Ms. Groft said we also should include a request for "Standing Committee Volunteers" for PSATS. PSATS will be asking the County for candidates in July.

The next meeting is scheduled for July 10, 2018 at 1:00 p.m.

Adjournment: With no further business to be discussed by the Board, Ms. Groft moved, seconded by Ms. Peck to adjourn the meeting. Motion carried unanimously. Meeting adjourned 2:12 p.m.

Respectfully Submitted,

Sheri L. Moyer
Association Secretary