

# Adams County Association of Township Officials

**John Gormont, President**  
**Pat Davis, Treasurer**

**John Aldridge, Vice President**  
**Danielle Helwig, Secretary**

## EXECUTIVE COMMITTEE MEETING

### December 11, 2019

The Adams County Association of Township Officials (ACATO) Executive Committee met at Mount Joy Township, Gettysburg, Pennsylvania on Wednesday December 11, 2019 at 1:00 p.m.

**Present:** John Gormont, President, Mount Joy Township; Bob Gordon, Legislative Chair and Finance Committee, Hamiltonban Township; Bruce Hartman, Finance Committee Chair, Mount Joy Township; Diane Groft, Conference & Programs Committee Chair, Mount Pleasant Township; Pat Davis, Association Treasurer, Huntington Township and Danielle Helwig, Association Secretary, Butler Township (for Menallen Twp). *+ John Aldridge*

**Call to Order:** John Gormont, presiding. **Starting Time:** 1:00 p.m.

#### Approval of Minutes:

- Executive Committee Meeting Minutes, October 29, 2019: With the mention of two minor typo's for correction, Ms. Groft moved, seconded by Mr. Gordon, to accept the minutes. Motion carried unanimously.

#### Organize:

- President, Vice-President, Treasurer & Secretary were voted in and appointed at the November 13, 2019 Annual Township Conference.
- Meeting Dates and Times: Discussion on the dates and the number of meetings per year as well as the location. It was agreed to keep the meeting location at Mt. Joy. The next meeting is scheduled for February 11, 2020 at 1:00 p.m.
- Contact Information: Ms. Davis provided her cell phone number to Ms. Helwig.
- Ms. Groft mentioned that Ms. Helwig will need to contact Loretta Weaver, County IT, to change the names on the web page and to add the October minutes. The November minutes can not be added until they are approved at the November 2020 Annual Conference. The 2018 minutes can now be added.

#### Treasurers Report:

- On a motion by Mr. Aldridge, seconded by Mr. Hartman the Township Association Treasurer's report is accepted as presented. Motion carried unanimously.
- It was previously decided not to send a due's notice to the Townships that provide the Association Secretary and Treasurer. Ms. Helwig may want to discuss how to handle this with Menallen, as this Secretary Round is actually Menallen Township's turn.
- Mr. Gormont moved, seconded by Mr. Aldridge to pay the conference meal bill to SAVES. Motion carried unanimously.

#### Committee Reports:

- Nomination: Mr. Gormont expressed a strong concern of the need for volunteers to the Nominating Committee as well as other committees.
- Resolutions: no report
- Public Relations: This committee was eliminated with the old By-Laws. The By-Laws can be viewed on the Township Association web page on the County web site.
- Legislative: no report
- Audit: Mr. Hartman presented the Audit report to the Board. The Committee was very satisfied everything was handled in a professional matter. He commented on some of the changes that affected the revenues and expenses. With no other comments, Mr. Aldridge moved, seconded by Ms. Groft to accept the Audit as presented. Motion carried unanimously.
- The 2020 Budget should be ready for the February meeting. Brief discussion was made regarding convention expenses.

#### **Old Business:**

- ACATO printer: The printer cartridges are very expensive. M. Davis stated that Huntington Township is ok with using their resources. Ms. Helwig suggest Butler would feel the same. The Association does not need to purchase new ink or a new printer.

#### **Business not mentioned on the agenda:**

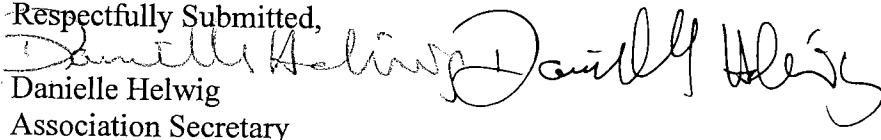
- Mr. Gormont mentioned that Newly Elected Supervisors are being invited to the November Annual Conference at no cost. Cumberland paid for two new supervisors. Mr. Aldridge moved, seconded by Mr. Gormont to reimburse Cumberland Township. Motion carried unanimously. There was discussion on whether they should be refunded or credited. It was decided it would be best to refund in January. For future reference, Ms. Groft would like to know a little sooner how many new supervisors may be attending.
- Programs and Training: Ms. Groft is planning the Secretary Luncheon for 2020 to be scheduled for August or September time frame. Many of the ideas for trainings have been done by the County Planning Office and PSATS. Would there be interest in a Code Enforcement Official Round table? This will be reviewed at a later meeting.
- Conference Evaluations: Ms. Groft has not had the time to organize yet, but states they are very positive. She will have them summarized for the February meeting.
- ACTPO delegates: It is mentioned that Bob Rhodes, Mt. Pleasant, Tony Breighner, Union Township & Brad Shank, Mt. Joy township are the delegates. Mr. Gordon mentioned he was thought Bob Jackson was appointed.

#### **New Business:**

- ACNB Bank resolutions to remove and add new Board members. Ms. Davis will submit the signed documents.

**Adjournment:** With no further business to be discussed by the executive committee, Mr. Gordon moved, seconded by Mr. Aldridge, to adjourn the meeting. Motion carried unanimously. Meeting adjourned 2:00 p.m.

Respectfully Submitted,

  
Danielle Helwig  
Association Secretary