

YORK TOWNSHIP  
BOARD OF COMMISSIONERS  
190 Oak Road, Dallastown PA 17313  
April 14, 2020 6:00 pm

## AGENDA

5:00 PM – Board of Commissioner Executive Session

This Meeting will be conducted via Zoom Video Conferencing Software.

To see the Full Zoom Meeting Invitation Select the Following Link:

<http://www.yorktownship.com/wp-content/uploads/BOC-Current-Meeting-Invitation.pdf>

To see the Meeting/Hearing Zoom Guidelines Select the Following Link:

<http://www.yorktownship.com/wp-content/uploads/York-Township-Zoom-meeting-guidelines-for-a-Public-Meeting.pdf>

Zoom Meeting Link:

<https://zoom.us/j/843136605?pwd=eTRhVVVl4ekF3aXVxNWtmVFIselh6dz09>

Zoom Meeting Number: 843136605

Zoom Meeting Password: 190

1. Call to Order – 6:00 pm
2. Pledge of Allegiance
3. Video Conferencing Meeting Guidelines – Gary Milbrand
4. Minutes – March 10, 2020
5. Payment of Bills
6. Commissioner Agenda
7. Township Manager - Gary Milbrand
  - a. Beginning 2019 fund balance approval for audit (Ryan Grigg)
  - b. Pension Fund Investment Recordkeeping Revision
  - c. Ratification of Disaster Declarations
  - d. Additional Phone System replacement equipment
  - e. Meeting Video Recording Retention
  - f. EMA Memorandum of Agreement – Christ Lutheran Church of Spry
  - g. Fire Company Retention and Recruitment Guideline Revision
  - h. WellSpan Employee Assistance Program addendum
  - i. Met-Ed Right-of-way Agreement

8. COVID-19 Update
  - a. Ryan Grigg - Finance
  - b. Carly Mercadante – Recreation
  - c. Scott DePoe – Public Works
  - d. Lisa Frye – Zoning, Codes and Administration
  - e. Laura Kirk – EMA
  - f. Steve Hovis – Stock and Leader
  - g. Gary Milbrand – Final Overview
  
9. Recreation – Carly Mercadante
  
10. Public Works – Scott DePoe
  
11. Engineer – Mike Hiras and Director of Economic Development - Lisa Frye
  
12. Solicitor
  - a. York Area Regional Police Charter Agreement amendment proposal
  - b. Resolution 2020 - 4 Deferment of Mercantile and Business Privileges Tax
  
13. Public Comments

## York Township April 14<sup>th</sup>, 2020 Board of Commissioners Online Video Conferencing Meeting Invitation

York Township is Moving to Online Meetings During COVID-19 Disaster Declaration

York Township will be conducting our public meetings through the Zoom video conferencing software while the Governor's stay at home, gathering limit or social distancing orders are in place.

To review the online Board of Commissioners Guidelines Select the Following Link:

[York Township Public Meeting/Hearing \(Meeting\) Zoom Guidelines](#)

### The April 14<sup>th</sup> York Township Board of Commissions online meeting invitation is as follows:

York Township is inviting you to a scheduled Zoom meeting.

Topic: York Township Board of Commissioners

Time: Apr 14, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting via the following Link:

<https://zoom.us/j/843136605?pwd=eTRhVVI4ekF3aXVxNWtmVFIselh6dz09>

Meeting ID: 843 136 605

Password: 190

Mobile quick login

+16465588656,,843136605# US (New York)

+13126266799,,843136605# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

Meeting ID: 843 136 605

Password: 190

Find your local number: <https://zoom.us/u/adlfe4zsAD>

## **York Township Public Meeting/Hearing (Meeting) Zoom Guidelines**

York Township will be conducting our public meetings through the Zoom video conferencing software while the Governor's stay at home, gathering limit or social distancing orders are in place. Zoom video conferencing is being used to allow the Township to conduct business transparently and allow the residents of the Township an opportunity to see the meeting and provide public comment. Below is a list of guidelines and other relevant information.

### **Meeting link, ID and Password**

Meeting links, ID's and Passwords will be posted at the beginning of the agenda. The agenda will also contain a link to this document and the full online meeting link information. To find an agenda select the Board you have an interest in from the following link: <http://www.yorktownship.com/boards/>

### **Joining a meeting**

Upon joining a meeting, residents will be placed in a waiting room until the meeting is started. A staff host will admit all users. Users will be able to join the online approximately 15 minutes before the advertised meeting start time. All microphones will be muted to limit background noise except for staff and Board members. See "Submit Comments Ahead of Time" and "Raise Hand" below. Note that phone, cellular or data rates and limits may apply. Scheduled speakers will be unmuted when their agenda item is reached.

### **Meeting Recording**

The meetings will be recorded and posted to the Township website as soon as possible following the meeting. By participating in an online meeting, you acknowledge that the meeting is being recorded and you are providing consent to be recorded. If you do not agree to these terms, see "Submit Comments Ahead of Time."

### **Submit comments ahead of time.**

Any resident that has any comments about any agenda item, or would like to provide a comment as part of the public comment section of the agenda, is encouraged to submit those comments prior to the meeting time. To submit a comment, send an email to [PublicComment@YorkTownship.com](mailto:PublicComment@YorkTownship.com) with your name, address, subject matter and your comments for the meeting. Comments must be submitted by 2:00 pm of the day of the meeting to be read in the meeting.

### **Raise a Hand**

If a resident would like to speak or provide comment during the meeting, use the "Raise Hand" feature. On the bottom of the Zoom window, click on "Participants." Then select "Raise hand". The Staff Host will give the attendee permission to unmute themselves to provide a comment. When permitted to speak, please state your name and address before providing a comment.

### **Help**

Joining a meeting: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Joining meeting by phone call: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>

Raise Hand: <https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>

### **Best Practices for Using Zoom**

- Log into your meeting from a distraction-free, quiet environment. Avoid eating, room noise, music, etc. Microphones can pick-up a lot of background noise.
- Take turns and don't interrupt each other. Be respectful and use active listening skills. Take turns speaking, when appropriate. Avoid talking over each other. Social skill are important!
- If you're going to participate in a Zoom video session with video enabled, please dress appropriately for a public meeting and make sure there is nothing behind you that you don't want others to see. Make sure you are in a common area, and not the bedroom or bathroom.
- Join the meeting 5-10 minutes early. This helps by giving you time to set up your audio and video settings. Joining late can be distracting to others.