

**Londonderry Township Board of Supervisors**  
**Work Session Meeting Minutes**  
**October 17, 2023 - 7:00 p.m.**

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*As a courtesy to everyone, please turn off all cell phones and/or pagers, or adjust these or similar devices so that others cannot hear them. Calls received during a meeting, if answered, should be taken outside of the meeting room. Thank you.*

**Call to Order: 7:00 p.m.**

**Salute the Flag**

**Roll Call/Attendance/Members Present:** Anna Dale, Chair  
Mel Hershey, Vice Chair  
Mike Geyer, Member  
Bart Shellenhamer, Member

**Absent:** Ron Kopp, Member

**Present:** Brian Marchuck, Finance Director

**WORK SESSION MEETING:**

**Citizens Input: None**

**Manager's Report** – Brian Marchuck and Mel Hershey,  
**Proposed 2024 Township Budget**

Vice Chair Mel Hershey led the discussion with a Fund Narrative for the 2024 Proposed Budget:  
Among the items discussed were:

- There will be no increase in Real Estate Taxes for 2024
- There is only one Warehouse in operation at this point
- The budget is based on the current factor of income
- Four Reserve Funding Accounts have been established.
- There will be an anticipated reduction for 2024 in Real Estate Transfer Tax revenues
- In addition to eliminating the Township Manager's current salary for at least six months, two consulting firms' expenses have also been eliminated
- We are unsure of the impact of the Rt. 230 Corridor
- In the future, the Golf Course fund must stand on its' own.

The proposed 2024 Budget will be hung for public display for 30 days.

Vice Chair Mel Hershey, Member, asked the Board of Supervisors to approve and post the Proposed 2024 Budget. The motion was seconded by Bart Shellenhamer, Member.

**Call for discussion: None**

All in favor. Motion carried.

**Appointment of Part-time EMA Director**

Vice Chair Mel Hershey, Member, asked the Board of Supervisors to appoint Bart Shellenhamer to the position of paid part-time EMA Director conditioned upon legal research. Mike Geyer, Member, seconded the motion.

**Call for discussion:** Solicitor Jim Diamond, Esq, informed the Board of Supervisors that additional discussion at an Executive Session would be necessary .Bart Shellenhamer recused himself from voting.

All in favor. Motion carried

**Proposed Resolution 2023-16 – Changing All Authorized Signatures on Township Bank Accounts**

Finance Director, Brian Marchuck asked the Board of Supervisors to approve proposed Resolution 2023-16 which changes the authorized signatures removing Steve Letavic, Township Manager and Jeffrey Burkhart, former Codes and Zoning Director and adds Brian Marchuck, Finance Director and Michael Geyer, Member, Township Board of Supervisors on all Township owned bank accounts at Truist Bank effective on October 17, 2023.

Motion adopt Resolution 2023-16 to change the authorized signatures removing Steve Letavic, Township Manager and Jeffrey Burkhart. Former Codes and Zoning Director and adds Brian Marchuck, Finance Director and Michael Geyer, Member, Township Board of Supervisors on all Township owned bank accounts at Truist Bank effective on October 17, 2023.

**Call for discussion:** None

All in favor. Motion carried

**New Business:** None

**Old Business:** None

**Adjournment**

Mr. Hershey, Vice Chair, made the motion to adjourn the Work Session, seconded by Mr. Shellenhamer, Member. The Work Session meeting adjourned at 7:30 p.m.

**Executive Session**

An Executive Session was held at 7:32 p.m. to discuss a personnel matter. The Board of Supervisors came out of Executive Session at 8:21 pm.

A handwritten signature in black ink, consisting of several overlapping, slanted strokes, positioned above a horizontal line.

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Secretary/fr