

**GENERAL MUNICIPAL AUTHORITY OF THE TOWNSHIP OF MANHEIM**  
**FRIDAY, JANUARY 17, 2025, REGULAR MEETING MINUTES**

**Roll Call:**

A regular meeting of the General Municipal Authority of the Township of Manheim was held on Friday, January 17, 2025, at 8:00 a.m. at the Manheim Township Municipal Building, 1840 Municipal Drive, Lancaster, Pennsylvania. Authority members Michael A. Kyle, Stacey Morgan-Brubaker, Adam Smith, and M. Dale Weaver were present along with Rick Kane, Township Manager and Matthew Creme, Authority Solicitor. The meeting was called to order by Mr. Smith, acting Chairperson. He led all in attendance in the Pledge of Allegiance.

**Public Comment:** There was no public comment.

**Election of Officers:**

A motion was made and seconded to nominate Adam Smith as chairperson. There were no other nominations. Ms. Morgan-Brubaker moved to close the nominations. Motion seconded by Mr. Kyle. The motion to appoint Mr. Smith as chairperson was approved.

Mr. Weaver made a motion filling the remaining vacancies except vice-chairperson. There was some discussion regarding the legal ramifications of appointing a Board of Commissioner as an officer for the Authority. It was agreed to not re-appoint Ms. Morgan-Brubaker as secretary.

Mr. Weaver moved to leave the vice-chair position vacant, to appoint himself as treasurer, Mr. Kane to continue as recording secretary and Mr. Kyle to become secretary. Motion carried 4-0.

The Authority appointed attorney Matthew J. Creme, Jr., and the law firm of Nikolaus & Hohenadel, LLP, to continue as the Authority's Solicitor.

It was decided that an auditor would be appointed at the April meeting of the Authority. Mr. Kane will review the proposal for the Township's auditor, Brown Plus Accountants + Advisors, to see if the Authority was included as part of the proposal. If not included Mr. Kane will ask Brown Plus Accountants for a proposal to audit the Authority's records.

**Minutes:**

Mr. Kyle moved to approve the minutes of the October 18, 2024, regular meeting. Seconded by Ms. Morgan-Brubaker. Mr. Smith asked if there were any questions or comments. There were none. Motion carried 4-0.

**GENERAL MUNICIPAL AUTHORITY OF THE TOWNSHIP OF MANHEIM  
FRIDAY, JANUARY 17, 2025, REGULAR MEETING MINUTES**

**Financial Reports:**

Mr. Smith asked if there were any questions or comments regarding the financial reports. Mr. Kyle asked Mr. Creme for the status of the bond as it is still appearing as an asset on the balance sheet of the financial report. Mr. Creme expected these assets to have been moved to fund the settlement upon its approval. Mr. Creme will follow up on this.

There was some discussion regarding the bond. Mr. Kane stated the payments are currently being paid by the Township and he believes the payoff date is in 2028. The Authority agreed to seek advise from the auditor, once appointed, on how to address the issue of the reimbursement payments and to clean up the balance sheets, as of January 1, 2025.

Mr. Weaver moved to approve the preliminary financial reports for fourth quarter 2024. Seconded by Mr. Kyle. There being no further questions, the motion carried 4-0.

**Invoices for Approval for Payment:**

Mr. Weaver moved to approve the disbursement for payment of the refund of a tapping fee to Sherman & Walton, Inc. in the amount of \$957.94, as the fee was not required. Seconded by Ms. Brubaker. Mr. Smith asked if there were any questions or comments. There were none. Motion carried 4-0.

**Presentations/Public Hearings:** There were no presentations/public hearings.

**Old Business:** There was no old business.

**New Business:**

Mr. Creme explained last year's audit should begin at this time and the current auditor Maher Duessel did reach out to the previous solicitors, Russel, Krafft & Gruber and he believes, Barley Snyder. (Mr. Kane stated the audit is actually for 2023.) As the new solicitor, Mr. Creme stated, he would like to see the letter the previous solicitor provided for audit. He has reached out the Township's Finance Director, Judi Lumis, for a copy, if one exists. Mr. Creme stated while he would not be involved with the 2023 audit, he did want the letter to prepare for the 2024 audit.

Mr. Weaver asked if the Board of Commissioners received any new volunteer applications for Authority membership. Ms. Morgan-Brubaker stated she did not recall seeing any.

Mr. Weaver asked if the Board of Commissioners discussed a new direction or purpose for the General Municipal Authority. Ms. Morgan-Brubaker stated not at this time.

**GENERAL MUNICIPAL AUTHORITY OF THE TOWNSHIP OF MANHEIM  
FRIDAY, JANUARY 17, 2025, REGULAR MEETING MINUTES**

Mr. Smith stated the next meeting agenda should, hopefully, include the discussion and possible approval of the 2023 audit.

**Adjournment:**

There being no further business, the meeting was adjourned at 8:30 a.m.

Respectfully submitted,

Richard C. Kane  
Recording Secretary