

PENN TOWNSHIP 2020 REORGANIZATION MINUTES

January 6, 2020

The Penn Township Board of Supervisors held their Year 2020 Re-organization meeting on Monday January 6, 2020 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania.

Present Included: Supervisors: Ross Smoker , William Moyer and Jon Payne, Solicitor, Robert Muolo, Manager, Julie Hartley and Secretary/Treasurer, Diana Reynolds

Public Present: Bill Kline, Darwin Swope, Colin Rice, Brandon Ulrich

Temporary Chairman - On motion by Jon Payne, second by Ross Smoker and acclamation of board to appoint Robert Muolo as the Temporary Chairman.

Temporary Secretary - On motion by Jon Payne, second by William Moyer and acclamation of board to appoint Diana Reynolds as the Temporary Secretary.

Temporary Chairman Robert Muolo called the 1.6.20 Supervisor's Reorganizational Meeting to order, 7:00 pm, followed by the Pledge of Allegiance.

Appointment of Chairman

Temporary Chairman Robert Muolo called for Chairman of the Board of Supervisors nominations. **Motion made by Bill Moyer to nominate Jon Payne for Chairman of the Board of Supervisors, second by Ross Smoker and acclamation of board.**

Appointment of Secretary/Treasurer - On motion by Ross Smoker, second by William Moyer and acclamation of board to appoint Diana Reynolds as the Secretary/Treasurer.

Appointment of Vice-Chairman

Chairman Payne called for Vice-Chairman of the Board of Supervisors nominations. **Motion was made by Jon Payne to nominate William Moyer for Vice-Chairman of the Board of Supervisors, second by Ross Smoker and acclamation of board.**

Re-organization

Road Master - On motion by Ross Smoker, second by William Moyer and acclamation of the board to reappoint Mark Strawser as Road Master.

Co-Assistant Road Master - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Wade Hahn and Chad Brandt as Co. Assistant Road Masters.

Legal Counsel - On motion by Jon Payne, second by William Moyer and acclamation of board to reappoint Wiest, Muolo, Noon, Swinehart & Bathgate as Penn Township Solicitor.

Open Records Officer - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Diana Reynolds as Open Records Officer.

Use of DOT Grants - online reporting - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Diana Reynolds as User of DOT Grants - online reporting.

Berkheimer Contact Rep & Receiver of Taxes - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Diana Reynolds as Berkheimer Contact Rep & Receiver of Taxes.

Appointment of Manager - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Julie Hartley as Township Manager.

Assistant Open Records Officer - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Julie Hartley as Assistant Open Records Officer.

Planning Commission Secretary - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Julie Hartley as Planning Commission Secretary.

Planning Commission Legal Counsel - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Wiest, Muolo, Noon, Swinehart & Bathgate as Planning Commission Solicitor.

Penn Township Zoning Officer - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Julie Hartley as Zoning Officer.

Penn Township Assistant Zoning Officer - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Diana Reynolds as Assistant Zoning Officer.

Flood Plain Administrator - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Julie Hartley as Flood Plain Administrator.

Zoning Hearing Board Legal Counsel - On motion by Jon Payne second by William Moyer and acclamation of board to reappoint Mr. Slivinski as Zoning Hearing Board Legal Counsel.

Central Keystone COG Representative - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Julie Hartley as the Central Keystone COG Representative.

Building Code Enforcement - On motion by William Moyer, second by Ross Smoker to reappoint Central Keystone Council of Government as Building Code Enforcement. Jon Payne voted No.

Penn Township Deputy EMA Coordinator - On motion by Jon Payne, second by William Moyer and acclamation of board to reappoint Fred Ulrich as Penn Township Deputy EMA Coordinator.

Penn Township Recycling Coordinator - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Julie Hartley as Recycling Coordinator.

Penn Township CRS Coordinator - On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Julie Hartley as CRS Coordinator.

Sewage Enforcement Officer - On motion by William Moyer, second by Ross Smoker and acclamation of board to reappoint Page SEO, Inc as Sewage Enforcement Officer.

Banking Depositories - On motion by Jon Payne, second by Ross Smoker and acclamation of board the banking depository list will be as follows: Northumberland National Bank, 1st National, BB&T, M&T, Mifflinburg Bank & Trust, Swineford and Pligit.

Insurance Agencies - On motion by Ross Smoker, second by Bill Moyer and acclamation of board for Central Insurers Group/Phillip Gingrich for Township insurances and Sholley Insurance Agency, for employee benefits were appointed as the insurance agencies.

Mileage Rate - On motion by Ross Smoker second by Bill Moyer and acclamation of board to establish the mileage rate at 57.5 cents per mile. (IRS Standard)

2020 Health Insurance Reimbursement Rate - On motion by William Moyer, second by Ross Smoker and acclamation of board to establish the 2020 health insurance reimbursement rate of \$250 per month.

Secretary/Treasurer's Bond - On motion by Ross Smoker, second by William Moyer and acclamation of board to set the secretary/treasurer's bonding the same as last year, \$500,000.

Manager's Bond - On motion by Ross Smoker, second by William Moyer and acclamation of board to set the manager's bonding the same as last year, \$500,000.

Road Crew Employees Retained - On motion by Ross Smoker, second by William Moyer and acclamation of board the following employees will be retained for the road crew: Dave Gilbert, Brian Ticknor, Todd Schreffler, Roger Catherman, Chad Brandt, Wade Hahn, Ronald Henry, Christopher Hixson and Ken Carroll.

Vacancy Board - On motion by William Moyer, second by Jon Payne and acclamation of board to appoint William Kline for the Vacancy Board.

Planning Commission Appointment (4 yrs) - On motion by Jon Payne, second by Ross Smoker and acclamation of the board to reappoint Ken Herman Jr. and Timothy Moyer to Planning Commission (4 yr term/2023) appoint William Moyer (4yr term/2023) Marin Weaver filled a vacant term 2022.

East Snyder Regional Recreation Association- On motion by Ross Smoker, second by William Moyer and acclamation of board to reappoint Pete DeWire ,Fred Lenig to East Snyder Regional Recreation Association.

Penn Township Municipal Authority (5yrs) - On motion by Jon Payne, second by Ross Smoker and acclamation of the board to appoint Isaac Ramer for the vacant term (2023), reappoint Pete DeWire to Penn Township Municipal Authority (2024).

Eastern Snyder County Regional Authority - On motion by Jon Payne, second by William Moyer and acclamation of the board to appoint Michael Kuhns to Eastern Snyder County Regional Authority.

December 1, 2019 minutes - On motion by William Moyer, second by Jon Payne and acclamation of board 12.18.19 Supervisor Workshop Minutes were approved.

Persons Present to be Heard:

DH&L Fire Co.- Colin Rice reported that the Fire Co. received a new F150 Utility Truck that they brought to the meeting for the Penn Township to look at.

An Executive Session was called to order at 7:05 pm to discuss personnel and other issues. Board reconvened at 7:10 pm with no decisions made in executive session.

DH&L Fire Co.- Mr. Rice reported the yearly calls for Penn Township was 109 calls in 2019. Brandon Ulrich mentioned that they will be having a variety of fund raisers for the fire co. this year, that will be emailed to us when all final details of the fund raisers are finished. Jon Payne made a statement to the Fire Co. members that we as Penn Township are so very grateful for all they do for our township. Payne also commended them on the beautiful new F150 Utility Truck they got would be a great asset to the Fire Company.

New Business:

Resolution 20-02 2020 Hydrant Tax Levy - On motion by William Moyer, second by Ross Smoker and acclamation of board to adopt Resolution 20-02 2020 Hydrant Tax Levy.

Resolution 20-03 2020 Tax Levies - On motion by William Moyer, second by Ross Smoker and acclamation of board to adopt Resolution 20-03 2020 Tax Levies.

Resolution 20-04 SEO Appointment - On motion by William Moyer, second by Ross Smoker and acclamation of board to adopt Resolution 20-04 2020 SEO Appointment for Page SEO, Inc.

Resolution 20-05 Berkheimer Rep & Receiver of Taxes - On motion by William Moyer, second by Ross Smoker and acclamation of board to adopt Resolution 20-05 2020 Diana Reynolds as Berkheimer Rep & Receiver of Taxes.

Resolution 20-06 Open Records Officer and Assistant - On motion by William Moyer, second by Ross Smoker and acclamation of board to adopt Resolution 20-06 designating Diana Reynolds as Open Records Officer and Julie Hartley as Assistant Open Records Officer.

Resolution 20-07 Use of DOT Grants Online - On motion by William Moyer, second by Ross Smoker and acclamation of board to adopt Resolution 20-07 designating Diana Reynolds and Julie Hartley as authorized users of DOT Grants Online.

Resolution 20-08 COG Representative - On motion by William Moyer, second by Ross Smoker and acclamation of board to adopt Resolution 20-08 Julie Hartley as COG Representative.

2015, 2016 and 2017 CDBG Cooperative Agreements - On motion by Jon Payne, second by Ross Smoker and acclamation of board to approve signing the 2015, 2016 and 2017 CDBG Cooperative Agreements.

Appoint Karen Kerstetter, Auditor 6 yr. term- On Motion by Ross Smoker, second by William Moyer and acclamation of board to appoint Karen Kerstetter Auditor for the 6 year term.

Ross Smoker signer to Mifflinburg Bank General and State Checking- On Motion by Jon Payne, second by William Moyer and acclamation of board to appoint Ross Smoker a signer to the Mifflinburg Bank General and State Fund.

Reports:

Julie Hartley, Township Manager

- ◆ Report Provided.

Roadmaster

- ◆ Report Provided.

Julie Hartley, Zoning Officer

- ◆ Report Provided

Emergency Management Coordinator Fred Ulrich

- ◆ No report Provided.

Solicitor, Jim Bathgate

- ◆ Nothing new to report

Old Business: None

FYI

- ESCRA 11.20.18 Meeting Minutes
- Slivinski Law Offices letter regarding continuing serving the BOS
- 2019 CKCOG Hourly Rate, Service(s)
- PTMA 12.6.18 Meeting Minutes and 1.10.19 Agenda
- Plans for new plastics recycling bin

Approval of Accounts Payable & Payroll -On motion by Jon Payne, second William Moyer and acclamation of the BOS shall pay the bills.

Public Comment- None

Penn Township Rates and Fees - On motion by Ross Smoker, second by William Moyer and acclamation of board the following rates will be established for year 2020:

East Snyder Park

Pavilion Rental	\$50.00
Sun Shade Picnic Area	\$25.00
User Fees 1-5 uses + (\$100.00 refundable fee)	\$250.00
6-15 uses + (\$100.00 refundable fee)	\$350.00
16 or more uses + (\$100.00 refundable fee)	\$550.00
Tournament Fees (\$100 refundable)	\$800.00

*All cancellations/refunds determined by Supervisors

Permits

Driveway	\$100.00	
Outdoor Burner	\$50.00	
Zoning		
\$0-\$1000.00	\$20.00	
Each additional \$1,000.00	\$3.00	
Roadcut		
First 50 feet	\$150.00	
Additional 50 feet	\$7.50	
Fireworks (with certificate of insurance)	\$100.00	Event
Amusement Tax Permits	\$20.00	Year
Transient Merchant	\$25.00	Month

Zoning Variance Hearing	\$500.00
Conditional Use Hearing	\$500.00
Curative Amendment Hearing	\$750.00
Land Development Application Submission	\$500.00
Sub-Division Application Submission	\$200.00
Each Lot	\$50.00

Waiver from Subdivision/Land Development Ordinance	\$300.00
----------------------------------------------------	----------

Final/Development Inspection Fee	Actual cost incurred by inspector
----------------------------------	-----------------------------------

Equipment

Chevrolet 2500 pick-up	\$40.00/hour
Large Dump Truck	\$90.00/hour

Small Dump Truck	\$45.00/hour
Bobcat Skid Loader with any attachment	\$90.00/hour
Case Pay Loader	\$55.00/hour
Grader	\$105.00/hour
2012 Case Loader/broom	\$75.00/hour
Worker	\$25.00/hour
Roller	\$30.00/hour
Bobcat/Mini Excavator	\$60.00/hour
Chipper	\$150.00/day
2016 John Deer w/Tiger Mower with operator	\$150.00/hour

Services

Copies	\$0.25
Sub-Division / Land Development Ordinance	\$45.00
Zoning Ordinance	\$45.00
Flood Plain Ordinance	\$20.00
Road Standard Ordinance	\$20.00
Storm water Management Ordinance	\$20.00
Zoning Maps	\$5.00
Research (Minimum one hour)	\$25.00/hour
Plowing with operator	\$75.00/hour
Mowing (Kubota zero-turn) with operator	\$55.00/hour

On motion by Jon Payne, second by William Moyer and board acclamation the January 6, 2020 Supervisor Re-organization Meeting was adjourned at 8:10 PM.

Respectfully Submitted,

Diana Reynolds
Township Secretary