

PENN TOWNSHIP 2017 RE-ORGAINIZATION MINUTES

January 2, 2018

The Penn Township Board of Supervisors held their Year 2018 Re-organization meeting on Tuesday, January 2, 2018 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. The meeting was called to order at 7:00pm.

Present Included: Supervisors: Brenda Moyer, Bill Moyer and Jon Payne, Solicitor Bob Muolo, and Secretary/Treasurer: Kathy Wendt

Public Present: Isaac Ramer, Donna Moyer, Bill Kline, Jan Ritter, Beth Kapsar, Jim Geiswite

Temporary Chairman - On motion by Jon Payne, second by Brenda Moyer and acclamation of board to appoint Brenda Moyer as the Temporary Chairman.

Temporary Secretary - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board to appoint Kathy Wendt as the Temporary Secretary.

Appointment of Chairman

Temporary Chairman Brenda Moyer 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, Jon Payne second and acclamation of board.**

Appointment of Secretary/Treasurer - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board to appoint Kathy Wendt as the Secretary/Treasurer.

Appointment of Vice-Chairman

Chairman Payne called for Vice-Chairman of the Board of Supervisors nominations. **A Motion was made by Bill Moyer, second by Jon Payne and acclamation of board to nominate Brenda Moyer as Vice-Chairman of the Board of Supervisors.**

Re-organization

Roadmaster - On motion by Bill Moyer, second by Jon Payne and acclamation of the board to reappoint Isaac Ramer as Roadmaster.

Assistant Roadmaster - On motion by Bill Moyer, second by Brenda Moyer to appoint Wade Hahn as Assistant Roadmaster. On motion by Bill Moyer, second by Brenda Moyer to appoint Jeff Benfer as Assistant Roadmaster.

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

Secretary/Treasurer - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board to reappoint Kathy Wendt as Secretary/Treasurer.

Open Records Officer - On motion by Jon Payne, second by Brenda Moyer and acclamation of board to reappoint Kathy Wendt as Open Records Officer.

Use of DOT Grants - online reporting - On motion by Bill Moyer, second by Brenda Moyer and acclamation of board to reappoint Kathy Wendt as User of DOT Grants - online reporting.

Berkheimer Contact Rep & Receiver of Taxes - On motion by Brenda Moyer, second by Jon Payne and acclamation of board to reappoint Kathy Wendt as Berkheimer Contact Rep & Receiver Taxes.

Assistant Secretary/Treasurer - Tabled.

Assistant Open Records Officer - Tabled.

Planning Commission Secretary - Tabled.

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

Penn Township Zoning Officer - On motion by Jon Payne, second by Bill Moyer and acclamation of board to appoint Jim Geiswite as Zoning Officer.

Zoning Hearing Board Legal Counsel - Tabled.

Central Keystone COG Representative - On motion by Bill Moyer, second by Brenda Moyer and acclamation of board to appoint Jim Geiswite as the Central Keystone COG Representative.

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

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

Penn Township Recycling Coordinator - Tabled.

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

Banking Depositories - On motion by Bill Moyer, second by Brenda Moyer 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 Brenda Moyer, second by Bill Moyer and acclamation of board for Central Insurers Group/Phillip Gingrich for Township insurances and Christine Miller Insurance Agency, LLC for employee benefits were appointed as the insurance agencies.

Mileage Rate - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board to establish the mileage rate at .545 cents per mile. (IRS Standard)

2018 Health Insurance Reimbursement Rate - On motion by Bill Moyer, second by Jon Payne and acclamation of board to establish the 2018 health insurance reimbursement rate of \$250 per month.

Road Crew Employees Retained - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board the following employees will be retained for the road crew: Jeff Benfer, Chad Brandt, Ken Carroll, Roger Catherman, Steve Keefer, Ross Smoker, Fred Ulrich, and Tom Wallish.

Road Crew Employees Retained - On motion by Bill Moyer, second by Jon Payne and acclamation of board the following employees will be retained for the road crew: Matthew Cook, Wade Hawn and Isaac Ramer.

Road Crew Employees Retained - On motion by Bill Moyer, second by Jon Payne to retain Monty Anders for the road crew. Brenda Moyer voted No.

Vacancy Board - On motion by Bill Moyer, second by Brenda Moyer and acclamation of board to appoint Jan Ritter for the Vacancy Board.

Planning Commission Appointment (4 yrs) - On motion by Brenda Moyer, second by Bill Moyer and acclamation of the board to reappoint Derek Straub to Planning Commission (4 yr term/2021).

Penn Township Municipal Authority (5yrs) - On motion by Bill Moyer, second by Brenda Moyer and acclamation of the board to reappoint Tom Ferry to Penn Township Municipal Authority (5 yr term/2022).

December 20, 2017 minutes - On motion by Bill Moyer, second by Brenda Moyer and acclamation of board 12.20.17 Supervisor Workshop Minutes were approved.

Persons Present to be Heard - No comments

New Business:

Resolution 18-02 2018 Hydrant Tax Levy - On motion by Brenda Moyer, second by Jon Payne and acclamation of board to adopt Resolution 18-02 2018 Hydrant Tax Levy.

Resolution 18-03 2018 Tax Levies - On motion by Bill Moyer, second by Brenda Moyer and acclamation of board to adopt Resolution 18-03 2018 Tax Levies.

Resolution 18-04 SEO Appointment - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board to adopt Resolution 18-04 2018 SEO Appointment for Page SEO, Inc.

Resolution 18-05 Berkheimer Rep & Receiver of Taxes - On motion by Brenda Moyer, second by Jon Payne and acclamation of board to adopt Resolution 18-05 2018 Kathy Wendt as Berkheimer Rep & Receiver of Taxes.

Resolution 18-06 Open Records Officer and Assistant - Tabled.

Resolution 18-07 Use of DOT Grants Online - Tabled.

Resolution 18-08 COG Representative - On motion by Bill Moyer, second by Brenda Moyer and acclamation of board to adopt Resolution 18-08 Jim Geiswite as COG Representative.

Resolution 18-09 Wireless Infrastructure Deployment Bill - On motion by Bill Moyer, second by Brenda Moyer and acclamation of board to adopt Resolution 18-09 Wireless Infrastructure Deployment Bill.

2015 CDBG Cooperative Agreement - Reallocation of Funds - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board that BOS approve, on behalf of the Township, at such time legal council approves and executes the 2015 CDBG funds to be reallocated to PTMA.

2016 CDBG Cooperative Agreement - Reallocation of Fund - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board that BOS approve, on behalf of the Township, at such time legal council approves and executes the 2016 CDBG funds to be reallocated to PTMA.

Compensation for Working Supervisors - On motion by Bill Moyer, second by Jon Payne that Supervisors will not be compensated for any activity performed on behalf of the Township other than their stipend as a paid Supervisor. Brenda Moyer voted No.

Reports:

Roadmaster Isaac Ramer

- ◆ Report provided.

Secretary/Treasurer Kathy Wendt

- ◆ Beth Kapsar provided a review of the township's 2017 Financials noting adjustments would be made before finalization.

Zoning Officer Jim Geiswite

- ◆ No Report

Emergency Management Coordinator Fred Ulrich - No report

Solicitor, Bob Muolo

- ◆ On motion by Bill Moyer, second by Jon Payne that no Supervisor will work in a paid capacity other than their supervisory position. Supervisors can perform services for the Township without additional pay. Brenda voted No.

Old Business:

Township Manager position - Ads for the Township Manager position have been placed in the Daily Item and on ZipRecruiter.com.

FYI

REMINDER - There will be a Safety Meeting Monday, January 8, 2018 at 4:00 p.m.

PennDOT Newsletter - Isaac will follow up with the available Comingled Millings.

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

Public Comment

Bill Kline - Commented that the Township needs to find a Manager who can do everything.

An executive session was called at 8:10 to further discuss personnel and legal issues.

Board reconvened at 8:17 with no decisions made in executive session.

Penn Township Rates and Fees - On motion by Brenda Moyer, second by Bill Moyer and acclamation of board the following rates will be established for year 2018.

East Snyder Park

Pavilion Rental	\$50.00
Sun Shade Picnic Area	\$25.00
User Fees 1-5 uses + (\$100.00 refundable fee)	\$150.00
6-15 uses + (\$100.00 refundable fee)	\$250.00
16 or more uses + (\$100.00 refundable fee)	\$450.00
Tournament Fees (\$100 refundable)	\$700.00

*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	\$10.00	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
Stormwater 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 Brenda Moyer, second by Bill Moyer and board acclamation the January 2, 2018 Supervisor Re-organization Meeting was adjourned at 8:18PM.

Respectfully Submitted,

Kathy Wendt
Township Secretary