

PENN TOWNSHIP MINUTES January 4, 2010

The Penn Township Board of Supervisors held their Year 2010 Re-organization meeting on Monday, January 4, 2010 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Temporary Chairman Fred Ulrich called the meeting to order at 7:00PM. Supervisors present: Fred Ulrich; William Moyer; and new Supervisor Brian Wentzel. Welcome Brian! Others present: Robin Bieber; Jeff Edmunds. Members of the Public: Carl Kratzer; Ken Stettler; former Supervisor Jon Payne; former Supervisor Roy Knause; former Supervisor Todd Cox; former Supervisor Darwin Swope.

APPOINTMENT OF CHAIRMAN

Upon motion of Brian Wentzel, seconded by Bill Moyer, Bill Moyer was appointed as Chairman. Motion passed.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

The minutes of the December 15, 2009 meeting were approved as presented upon motion by Fred Ulrich, seconded by Bill Moyer, and unanimously approved.

RE-ORGANIZATION

The 2010 Re-Organization began with the following notations made:

VICE-CHAIRMAN – Upon motion of Brian Wentzel, seconded by Bill Moyer, Fred Ulrich was appointed Vice-Chairman.

ROADMASTER – Upon motion of Bill Moyer, seconded by Brian Wentzel with Fred Ulrich opposed, Brian Wentzel was appointed as Roadmaster.

ASSISTANT ROADMASTER – Upon motion by Brian Wentzel, seconded by Bill Moyer, and unanimously approved, Bill Moyer was appointed as Assistant Roadmaster.

LEGAL COUNSEL – Upon motion of Brian Wentzel, seconded by Bill Moyer, and unanimously approved, Jeffrey Edmunds was appointed as Penn Township Solicitor.

SECRETARY/TREASURER – Upon motion of Brian Wentzel, seconded by Bill Moyer, and unanimously approved, Robin Bieber was appointed as Secretary/Treasurer.

PLANNING COMMISSION SECRETARY – Upon motion by Brian Wentzel, seconded by Bill Moyer and unanimously approved, Brenda Moyer was appointed as Planning Commission Secretary.

The regular meeting continued.

PUBLIC COMMENT

Ken Stettler, DH&L Fire Company, was present with the December report that included 40 incidents with 9 in Penn Township. Mr. Stettler also presented the 2009 report which included a total of 341 alarms with 113 in Penn Township and 110 in Selinsgrove Borough.

PERSONS PRESENT TO BE HEARD

Roy Knause was present and requested that the Board update all suppliers with current phone numbers as some are still calling his cell phone. Mr. Knause also suggested that the Board look into any opportunities to purchase available HUD properties as was done several years ago. Mr. Knause also expressed his concerns regarding the shoulders on Old Colony Road and suggested the installment of 'low shoulder' signs. He was informed that his concerns would be taken under advisement and was thanked for his time.

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2010 Re-Organization Continued

The CREW EMPLOYEES RETAINED – Upon motion by Fred Ulrich, seconded by Brian Wentzel and unanimously approved, the following employees will be retained for the road crew: Roy Sauers, Harry Kuster, Ira Lessman, Mike Lessman, Roger Walter, Roger Catherman, Tom Hartman, Dan Michaels, William Moyer, Fred Ulrich, Todd Cox, Tom Snyder and new Supervisor Brian Wentzel.

BANKING DEPOSITORIES – Upon motion of Fred Ulrich, seconded by Brian Wentzel and unanimously approved, the banking depository list will be as follows: Susquehanna Bank; M&T Bank; Mifflinburg Bank & Trust; Northumberland National Bank; Pligit; First National Bank; Swineford National Bank.

DELEGATE TO STATE CONVENTION – No Delegate to State Convention was appointed at this time.

PLANNING COMMISSION MEMBERS – Upon motion of Brian Wentzel, seconded by Fred Ulrich, Bill Moyer and Mike Savidge were reappointed to the Penn Township Planning Commission. It was noted that Doug Klingler was no longer interested in sitting on the Planning Commission. It was also noted that one seat remains open; the Planning Commission will be contacted for their suggestions.

PLANNING COMMISSION LEGAL COUNSEL – Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Jeffrey Edmunds was appointed as legal counsel for the Planning Commission.

ZONING BOARD APPOINTMENT – Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Joan Lindow was reappointed to the Zoning Hearing Board.

MUNICIPAL AUTHORITY APPOINTMENT – Upon motion of Brian Wentzel, seconded by Fred Ulrich, and unanimously approved, Tim Laubscher was reappointed to the Penn Township Municipal Authority Board.

PENN TOWNSHIP ZONING OFFICER – After discussion, upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Tom Snyder was appointed as Penn Township Zoning Officer.

PENN TOWNSHIP ASSISTANT ZONING OFFICER – Upon motion of Brian Wentzel, seconded by Fred Ulrich, and unanimously approved, Robin Bieber was appointed as Penn Township Assistant Zoning Officer.

PENN TOWNSHIP DEPUTY EMA COORDINATOR – Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Tom Snyder was appointed as Penn Township Deputy EMA Coordinator.

OPEN RECORDS OFFICER – Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Robin Bieber was appointed as the Open Records Officer.

BUILDING CODE ENFORCEMENT – Upon motion of Fred Ulrich, seconded by Brian Wentzel and unanimously approved, the Central Keystone COG was appointed as the Building Code Enforcement.

PENN VALLEY AIRPORT – Upon motion by Fred Ulrich, seconded by Brian Wentzel and unanimously approved, Rodney Ries was appointed as the Penn Valley Airport Representative.

RECYCLING COORDINATOR – Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Deb Wolfe was appointed as County Recycling Coordinator.

TOWNSHIP RECYCLING COORDINATOR – Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Brenda Moyer was appointed as Township Recycling Coordinator.

INSURANCE AGENCIES – Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Insurance Agency options will remain open.

REPRESENTATIVE TO SNYDER COUNTY SEWAGE AUTHORITY – Upon motion of Brian Wentzel, seconded by Bill Moyer, and unanimously approved, Fred Ulrich was appointed as Representative to Snyder County Sewage Authority.

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ALTERNATE TO SNYDER COUNTY SEWAGE AUTHORITY – Upon motion of Brian Wentzel, seconded by Fred Ulrich, and unanimously approved, Bill Moyer was appointed as the alternate to the Snyder County Sewage Authority.

SEWAGE ENFORCEMENT– Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, Penn Township will remain a member of the Snyder County Sewage Authority Enforcement.

VACANCY BOARD – Upon motion of Brian Wentzel, seconded by Fred Ulrich, and unanimously approved, the Vacancy Board will consist of Fred Ulrich, Brian Wentzel, Bill Moyer , Tom Snyder, and Dawayne Betzer.**

MILEAGE RATE – Upon motion of Fred Ulrich, seconded by Brian Wentzel, and unanimously approved, the mileage rate was established at 50 cents per mile. (IRS Standard)

EMPLOYEES SALARIES – Executive Session called at 7:45PM to discuss wages and personnel issues. The meeting reconvened at 8:04PM with the following conclusion: Upon motion of Fred Ulrich, seconded by Brian Wentzel and unanimously approved, employee wages will be determined within 30 days at the completion of the Employee Performance Evaluations. The Supervisors will not be requesting an increase in wages for themselves for 2010.

Upon motion of Fred Ulrich, seconded by Brian Wentzel and unanimously approved, former Supervisor Todd Cox will be removed from the health insurance effective 1/31/10 and Brian Wentzel will be added effective 1/4/10.

The Penn Township Rates and Fees were established and or updated as follows upon motion by Fred Ulrich, seconded by Brian Wentzel and unanimously approved:

PERMITS

Driveway Permits	\$50.00
Zoning Permits – Based on the value of the project	
\$0 - \$1000	\$20.00
Each Additional \$1000	\$ 3.00
Road Cut Permits	
First 50'	\$70.00
Each Additional 50'	\$ 5.00
Amusement Tax Permits	\$20.00

EQUIPMENT RENTAL PER HOUR

F-150 Pick-up	\$45.00
Large Dump Truck	\$55.00
Small Dump Truck	\$50.00
Case Pay Loader	\$60.00
Grader	\$110.00
New Holland TV 140	\$110.00
New Holland TN 70	\$75.00
Massey Tractor	\$45.00
Worker	\$25.00
Roller	\$35.00

** See correction in Minutes of 2/2/10 meeting.

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Penn Township Rates and Fees (cont'd)

SERVICES

Copies	\$.25
Sub-Division Ordinance	\$45.00
Zoning Ordinance	\$45.00
Flood Plain Ordinance	\$20.00
Road Standard Ordinance	\$20.00
Stormwater Management Ord	\$20.00
Zoning Maps	\$ 5.00
Research (Minimum one hour)	\$25.00/hour
Plowing	\$60.00/hour
Mowing (Massey)	\$45.00/hour
Mowing (NH TV 140)	\$110.00/hour
Mowing (NH TN 70)	\$75.00
Zoning Hearing	\$250.00
Land Development Submission	\$200.00
Sub-Division Submission	\$60.00
Each Lot	\$20.00
Final/Development Inspection Fee	\$25.00/hr per person

The 2010 Re-Organization concluded at 8:12PM.

REPORTS

Former Roadmaster Todd Cox provided a written report on the crew's activities during the previous two weeks.

Tom Snyder, Zoning Officer, provided a written report which included a total of 82 zoning permits for 2009.

Robin Bieber, Township Secretary, reported that the Snyder County GIS office has closed. Any inquiries are to be sent to the Pocono GIS office. New signature cards for the Northumberland National Bank accounts will be presented at the next meeting.

Former Supervisor Todd Cox turned in his Northumberland National Bank credit card. Mr. Cox will receive his signature stamp.

Emergency Management Coordinator/Chairman reported that the discrepancy in footage of Lisalyn Drive and Lorian Drive has been resolved. PennDot Municipal Services will allow for actual footage of the roadway. TRA Electric has been contacted for repairs at the traffic signals.

OLD BUSINESS

Ordinance 10-01 – Deed of Dedication for Peachwood Drive was adopted upon motion of Fred Ulrich, seconded by Brian Wentzel and unanimously approved.

NEW BUSINESS

Resolution 10-04 – Corporate Authorization for the Tax Collector to open a bank account for the collection of taxes – was adopted upon motion by Brian Wentzel, seconded by Fred Ulrich and unanimously approved.

The Local Services Tax Delinquent Accounts were tabled until the next meeting.

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CORRESPONDENCE

PAYMENT OF ACCOUNTS PAYABLE AND PAYROLL

Upon motion of Fred Ulrich, seconded by Brian Wentzel and unanimously approved, the payroll and accounts payable were approved as presented.

ADJOURNMENT

Motion to adjourn was made by Fred Ulrich, seconded by Brian Wentzel and unanimously approved. No further business to discuss, the January 4, 2010 meeting adjourned at 8:27PM.

Respectfully Submitted,

Robin Bieber,
Township Secretary