

**PENN TOWNSHIP
MINUTES
January 6, 2014**

The Penn Township Board of Supervisors held their Year 2014 Re-organization meeting on Monday, January 6, 2014 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Temporary Chairman Jon Payne called the meeting to order at 7:00PM. Supervisors present: Fred Ulrich; Brenda Moyer; Jon Payne. Others present: Robin Bieber; Robert Muolo. Members of the Public: Isaac Ramer Jr; Darwin Swope; Samantha Moyer; Lynn Whitten, Community Aid.

APPOINTMENT OF CHAIRMAN

Temporary Chairman Jon Payne called for nominations for Chairman. Fred Ulrich was nominated upon motion by Brenda Moyer, seconded by Jon Payne. Nominations were closed upon motion by Brenda Moyer, seconded by Jon Payne. By unanimous vote, Fred Ulrich is Chairman. Chairman Ulrich called for nominations of Vice-Chairman. Jon Payne was nominated upon motion by Brenda Moyer, seconded by Fred Ulrich. Nominations were closed upon motion by Brenda Moyer, seconded by Jon Payne. By unanimous vote, Jon Payne is Vice-Chairman.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

The minutes of the December 4, 2013 meeting were approved as presented upon motion by Jon Payne, seconded by Fred Ulrich, with Brenda Moyer abstaining. Motion passed. The minutes of the December 18, 2013 workshop were approved as presented upon motion by Jon Payne, seconded by Fred Ulrich, with Brenda Moyer abstaining. Motion passed.

PUBLIC COMMENT

No Public Comment was heard at this time.

PERSONS PRESENT TO BE HEARD

Lynn Whitten, Community Aid, was present with information on a Community Aid bin that they would like to install by the recycling center. Ms Whitten explained that Community Aid is a faith-based not-for-profit organization which is opening a thrift store in the former Value City building. The bin will be for clothing only and will be removed within 48 hours if there is a problem. Ms Whitten also explained that any organization or business who places a bin on their property becomes a partner and receives four cents per pound of material collected. After discussion, motion made by Jon Payne, seconded by Brenda Moyer and unanimously approved, to allow a Community Aid bin to be installed at the recycle center with the understanding that it will be removed if there are any problems.

Concerning the garage ceiling project, upon motion by Fred Ulrich, seconded by Brenda Moyer and unanimously approved, the DB Construction Letter of Credit will be reduced by \$6,000 contingent upon the materials being stored at the Penn Township Municipal Building, and receipt of paid invoices. Remaining balance shall be \$7,400.00.

RE-ORGANIZATION

The 2014 Re-Organization followed:

ROADMASTER – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Isaac Ramer Jr was appointed as Roadmaster.

ASSISTANT ROADMASTER – Upon motion by Jon Payne, seconded by Brenda Moyer, and unanimously approved, Fred Ulrich was appointed as Assistant Roadmaster.

LEGAL COUNSEL – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Wiest, Muolo, Noon, Swinehart & Bathgate was appointed as Penn Township Solicitor.

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SECRETARY/TREASURER – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Robin Bieber was appointed as Secretary/Treasurer.

PLANNING COMMISSION SECRETARY – Upon motion by Jon Payne, seconded by Fred Ulrich with Brenda Moyer abstaining, Brenda Moyer was appointed as Planning Commission Secretary.

**An Executive Session was called at 7:19PM to discuss retention of employees and salaries. Meeting was reconvened with no action taken.

ROAD CREW EMPLOYEES RETAINED – The following employees will be retained for the road crew upon motion by Brenda Moyer, seconded by Jon Payne and unanimously approved: Roy Sauers, Isaac Ramer Jr, Harry Kuster, Ira Lessman, Mike Lessman, Roger Catherman, Andy Howell, Jeff Radel, Fred Ulrich, Tom Snyder, Jon Payne.

BANKING DEPOSITORIES – Upon motion of Brenda Moyer, seconded by Jon Payne 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.

SEWAGE ENFORCEMENT OFFICER - Upon motion of Brenda Moyer, seconded by Jon Payne and unanimously approved, Wm Daniel Page was appointed as the Penn Township Sewage Enforcement Officer. Resolution 2014-04 appointing SEO Page was signed upon motion of Brenda Moyer, seconded by Jon Payne and unanimously approved.

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

PLANNING COMMISSION MEMBER – Upon motion of Jon Payne, seconded by Brenda Moyer and unanimously approved, Jim Geiswite was appointed to Penn Township Planning Commission. Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Derek Straub was appointed to the Penn Township Planning Commission.

PLANNING COMMISSION LEGAL COUNSEL – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Wiest, Muolo, Noon, Swinehart and Bathgate were appointed as legal counsel for the Planning Commission.

ZONING BOARD APPOINTMENT – Upon motion of Fred Ulrich, seconded by Brenda Moyer, with Jon Payne opposed, Ken Herman was reappointed to the Zoning Hearing Board.

MUNICIPAL AUTHORITY APPOINTMENT– Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Neal Smith was reappointed to the Penn Township Municipal Authority Board.

PENN TOWNSHIP ZONING OFFICER – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Dave Bowersox was reappointed as Penn Township Zoning Officer.

PENN TOWNSHIP ASSISTANT ZONING OFFICER - Upon motion of Jon Payne, seconded by Brenda Moyer and unanimously approved, James Geiswite was appointed as Assisted Zoning Officer.

PENN TOWNSHIP DEPUTY EMA COORDINATOR – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Tom Snyder was reappointed as Penn Township Deputy EMA Coordinator.

OPEN RECORDS OFFICER – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Robin Bieber was reappointed as the Open Records Officer.

BUILDING CODE ENFORCEMENT – Upon motion of Brenda Moyer, seconded by Fred Ulrich with Jon Payne opposed, the Central Keystone COG was appointed as the Building Code Enforcement.

TOWNSHIP RECYCLING COORDINATOR – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, Brenda Moyer was appointed as Township Recycling Coordinator.

INSURANCE AGENCIES – Upon motion of Brenda Moyer, seconded by Jon Payne, and unanimously approved, Insurance Agency options will remain open.

VACANCY BOARD – the Vacancy Board shall consist of Fred Ulrich, Jon Payne, Brenda Moyer and upon motion by Jon Payne, seconded by Brenda Moyer and unanimously approved, Isaac Ramer Jr. The Vacancy Board shall consist of Fred Ulrich, Jon Payne, Brenda Moyer and Isaac Ramer Jr.

MILEAGE RATE – Upon motion of Jon Payne, seconded by Brenda Moyer, and unanimously approved, the mileage rate was established at .56 cents per mile. (IRS Standard)

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EMPLOYEES SALARIES – Upon motion of Jon Payne, seconded by Brenda Moyer and unanimously approved, a working Supervisor (second secretary and assistant Roadmaster) will earn \$14.18 per hour pending approval by the Penn Township auditors.

Upon motion of Jon Payne, seconded by Brenda Moyer and unanimously approved, the employees will earn the following wages: Isaac Ramer Jr - \$20.00/hr; Robin Bieber - salary of \$33,040 per year; Roger Catherman - \$14.18/hr; Harry Kuster - \$14.18/hr; Ira Lessman - \$14.18/hr; Michael Lessman - \$14.18/hr; Roy Sauers - \$14.18/hr; Tom Snyder - \$14.18; Andy Howell - \$12.00/hr; Jeff Radel - \$12.00/hr; Dave Bowersox - \$12.00/hr; Jim Geiswite - \$12.00/hr; second secretary (if not Supervisor) - \$14.18/hr.

The PENN TOWNSHIP RATES AND FEES for the Battram pavilion and miscellaneous permits shall remain as follows upon motion by Jon Payne, seconded by Brenda Moyer and unanimously approved:

Pavilion Rental	\$50.00
User Fees (ESP)	\$100.00

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

Chevrolet 2500 Pick-Up	\$40.00
Large Dump Truck	\$50.00
Small Dump Truck	\$45.00
Case Pay Loader	\$55.00
2011 Loader w/broom	\$75.00
Grader	\$105.00
New Holland TN 70	\$60.00
Massey Tractor	\$40.00
Worker	\$25.00
Roller	\$30.00
Chipper	\$150.00/day
Bobcat	\$60.00

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	\$75.00/hour
Mowing (Kubota zeroturn)	\$55.00/hour
Mowing (NH TN 70)	\$60.00
Zoning Hearing	\$300.00

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Conditional Use Hearing	\$300.00
Land Development Submission	\$200.00
Sub-Division Submission	\$60.00
Each Lot	\$20.00
Final/Development Inspection Fee	\$25.00/hr per person

REPORTS

Roadmaster Isaac Ramer Jr presented a written report on recent activities. Fred Ulrich reported on a brief Executive Session held before the meeting which included the Supervisors and Mr. Ramer. No official action was taken.

Dave Bowersox, Zoning Officer, did not provide a report.

Robin Bieber, Township Secretary, had nothing to report.

Fred Ulrich, Emergency Management Coordinator, had nothing to report.

Former Chairman Jon Payne had nothing to report.

Solicitor Robert Muolo reported on the ordinance currently being drafted regarding parking on township roads during snow events, and suggested combining this ordinance with an ordinance to remove all obstacles from the township right-of-way. Notification during snow or other events would be upon decree of a weather advisory issued by the Supervisors or Roadmaster and would be sent to radio stations and put on the Township website.

OLD BUSINESS

Due to the pending expiration date for the Jerry Hazelwood plans, upon motion by Jon Payne, seconded by Brenda Moyer and unanimously approved, the Jerry Hazelwood plans were rejected.

The Old Colony Road speed study will be reviewed in depth and discussed at the workshop meeting which will be held on January 15, 2014.

Secretary Robin Bieber reported that although the fire hydrant on Gaugler Lane is not in working order, the residents of Gaugler Lane pay hydrant tax because they are within the designated radius for a fire hydrant on State School Road.

The Jackson Township snow plowing agreement was signed.

NEW BUSINESS

New Northumberland National Bank signature cards removing William Moyer and adding Brenda Moyer were signed.

Chris Kenawell was appointed as a Penn Township Auditor upon motion by Jon Payne, seconded by Brenda Moyer and unanimously approved.

New Supervisor Brenda Moyer will attend a seminar for new supervisors at a cost of \$175.00 for two days upon motion by Fred Ulrich, seconded by Brenda Moyer and unanimously approved.

CORRESPONDENCE

PAYMENT OF ACCOUNTS PAYABLE AND PAYROLL

Upon motion of Brenda Moyer, seconded by Jon Payne and unanimously approved, the payroll and accounts payable were approved as presented.

ADJOURNMENT

Motion to adjourn was made by Jon Payne, seconded by Brenda Moyer and unanimously approved. No further business to discuss, the January 7, 2013 meeting adjourned at 8:35PM.

Respectfully Submitted,

Robin Bieber,

Township Secretary