

**PENN TOWNSHIP
MINUTES
January 7, 2013**

The Penn Township Board of Supervisors held their Year 2013 Re-organization meeting on Monday, January 7, 2013 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; William Moyer; Jon Payne. Others present: Robin Bieber; Robert Muolo. Members of the Public: Robert Bickhart, Gerald E Bickhart & Sons; Ken Estep, Christ United Methodist Church; Chip Schlegal, Contractor; Isaac Ramer; Greg Pysher; Todd Aunkst.

APPOINTMENT OF CHAIRMAN

Upon motion of Fred Ulrich, seconded by Bill Moyer, Jon Payne was appointed as Chairman. Motion passed.

PLEDGE OF ALLEGIANCE

Resignation of Brandon Sechrist, Roadmaster, was accepted upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved.

APPROVAL OF MINUTES

The minutes of the December 20, 2011 meeting were approved as presented upon motion by Fred Ulrich, seconded by Bill Moyer with Jon Payne abstaining. Motion passed.

PUBLIC COMMENT

Isaac Ramer expressed his interest in the open position of Roadmaster. Mr. Ramer was informed that applications will be reviewed at the workshop on January 16, 2013 and interviews will be conducted thereafter.

Resident Greg Pysher approached the Board with concerns of water runoff from his neighbor's property. According to Mr. Pysher, the neighbor re-directed a pipe when their garage was constructed, which causes the water runoff on Mr. Pysher's property, and continues on to the Aunkst property. Due to the time frame involved, research will be done to determine whether a Stormwater Ordinance was in effect at the time the garage was constructed.

PERSONS PRESENT TO BE HEARD

No Persons Present to be Heard at this time.

REPORTS

No report from the Roadmaster was received.

Tom Snyder, Zoning Officer, provided a written report which 75 zoning permits in 2012 and one zoning permit year to date.

Robin Bieber, Township Secretary, had nothing to report.

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

Chairman Jon Payne had nothing to report.

Solicitor Robert Muolo reported that the correspondence which Solicitor James Bathgate was authorized to draft has been sent.

OLD BUSINESS

Ken Estep, Christ United Methodist Church, was present to ask for a reduction in the CUMC Letter of Credit in the amount of \$132,476.76. Original amount - \$271,476.76. After review of Engineer Robert Bickhart's inspection, motion was made by Fred Ulrich, seconded by Bill Moyer and unanimously approved, to reduce CUMC Letter of Credit by \$132,476.76. The new CUMC Letter of Credit shall be for \$138,584.14.

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OLD BUSINESS (cont'd)

The quotes for a new telephone system were reviewed. After review, motion made by Bill Moyer, seconded by Fred Ulrich, and unanimously approved, to purchase a new Vertical SBX-IP320 Digital Telephone system from Kauffman's TV at a cost of \$1,887.60 as quoted. Specifications are on file.

The quotes for security cameras for the Township building and property were also reviewed. After review, Jeff Kline of AMK Electric, will be contacted and invited to the workshop meeting to be held on January 16, 2013 to provide details on his quote and a possible demonstration.

NEW BUSINESS

The Elizabeth Payne Variance request was available for Supervisors' review.

Courtesy copy of the Weis Markets Land Development plan, to be located inside Selinsgrove Borough, was available for Supervisors' review.

RE-ORGANIZATION

The 2013 Re-Organization followed:

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

ROADMASTER – Upon motion of Fred Ulrich, seconded by Bill Moyer, Roy Sauers was appointed as (Interim)Roadmaster.

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

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

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

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

ROAD CREW EMPLOYEES RETAINED – The following employees will be retained for the road crew upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved: Roy Sauers, Harry Kuster, Ira Lessman, Mike Lessman, Todd Cox, Kurt Artz, Roger Catherman, William Moyer, Fred Ulrich, Tom Snyder, Jon Payne.

BANKING DEPOSITORYES – Upon motion of Fred Ulrich, seconded by Bill Moyer 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 Fred Ulrich, seconded by Bill Moyer and unanimously approved, Wm Daniel Page was appointed as the Penn Township Sewage Enforcement Officer. Polly Graybill was appointed as an alternate. Snyder County was also appointed as an alternate.

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

PLANNING COMMISSION MEMBER – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, Cornelius Heeren was reappointed to the Penn Township Planning Commission.

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

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

MUNICIPAL AUTHORITY APPOINTMENT– Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, Tom Ferry was reappointed to the Penn Township Municipal Authority Board.

PENN TOWNSHIP ZONING OFFICER – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, Tom Snyder was reappointed as Penn Township Zoning Officer.

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

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

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

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

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

REPRESENTATIVE TO SNYDER COUNTY SEWAGE ENFORCEMENT AUTHORITY – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, this position will not be filled.

ALTERNATE TO SNYDER COUNTY SEWAGE AUTHORITY – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, this position will not be filled.

VACANCY BOARD – the Vacancy Board shall consist of Jon Payne, Bill Moyer, Fred Ulrich and upon motion by Bill Moyer, seconded by Fred Ulrich and unanimously approved, Brian Wentzel. The Vacancy Board shall consist of Jon Payne, Bill Moyer, Fred Ulrich, and Brian Wentzel.

EAST SNYDER PARK - Upon motion by Bill Moyer, seconded by Fred Ulrich, and unanimously approved, Don Harnum, Malcolm Fleming and Jim Taylor were reappointed to the ESP Board.

MILEAGE RATE – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, the mileage rate was established at .565 cents per mile. (IRS Standard)

**An Executive Session was called at 7:49PM to discuss employee wages. Meeting reconvened at 8:07PM with no official action taken.

EMPLOYEES SALARIES – Upon motion of Fred Ulrich, seconded by Bill Moyer and unanimously approved, employee wages will remain the same pending employee evaluations.

The PENN TOWNSHIP RATES AND FEES for the Battram pavilion and miscellaneous permits were established and or updated as follows upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved:

Pavilion Rental	\$50.00
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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

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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
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

Supervisor Bill Moyer expressed his concerns over some actions of the roadcrew/interim roadmaster. Smoking, issues of overtime, and quantity of workers on any given day were discussed. Supervisor Fred Ulrich will discuss these issues with interim roadmaster Roy Sauers.

CORRESPONDENCE

PAYMENT OF ACCOUNTS PAYABLE AND PAYROLL

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

ADJOURNMENT

Motion to adjourn was made by Fred Ulrich, seconded by Bill Moyer and unanimously approved. No further business to discuss, the January 7, 2013 meeting adjourned at 8:41PM.

Respectfully Submitted,

Robin Bieber,
Township Secretary