

PENN TOWNSHIP MINUTES January 3, 2012

The Penn Township Board of Supervisors held their Year 2012 Re-organization meeting on Monday, January 3, 2011 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Temporary Chairman Bill Moyer called the meeting to order at 7:00PM. Supervisors present: Fred Ulrich; William Moyer; new elected Supervisor Jon Payne. Others present: Robin Bieber; Robert Muolo. Members of the Public: Darwin Swope; Kathy Ulrich.

APPOINTMENT OF CHAIRMAN

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

PLEDGE OF ALLEGIANCE

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

Chris Shaffer, Larson Design Group, approached the Board pertaining to the Christ United Methodist Church Land Development which was approved at the last meeting. After discussion, since the water and sewer will be added in Phase II, the final top wearing course on the road will not be completed until Phase II, and the wearing course will not be included in the bonding for the project.

Dawayne Betzer, DH&L Fire Chief, gave a report for 2011 which included 115 incidents in Penn Township and 96 in Selinsgrove Borough. Mr. Betzer also presented the 2012 Budget request and a ten-year equipment replacement plan.

An Executive Session was called at 7:21pm. The meeting reconvened at 7:34pm with no action taken.

RE-ORGANIZATION

The 2012 Re-Organization followed:

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

An Executive Session was called at 7:21pm. The meeting reconvened at 7:34pm with no action taken.

ROADMASTER – Upon motion of Bill Moyer, seconded by Jon Payne, Brandon Sechrist was appointed as Roadmaster.

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

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

SECREARY/TREASURER – Upon motion of Bill Moyer, seconded by Fred Ulrich, 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.

THE CREW EMPLOYEES RETAINED – The following employees will be retained for the road crew: Roy Sauers, Harry Kuster, Ira Lessman, Mike Lessman, Todd Cox, Brandon Sechrist, Tom Wallish, Roger Catherman, Robin Sholly, Brian Wentzel, William Moyer, Fred Ulrich, Tom Snyder, Jon Payne.

PENN TOWNSHIP BOARD OF SUPERVISORS – MINUTES – JANUARY 3, 2012

BANKING DEPOSITORIES – 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.

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

PLANNING COMMISSION MEMBERS – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, Dan Kuruna, Mike Kuhns, and Ben Moyer were 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 and Swinehart was appointed as legal counsel for the Planning Commission.

ZONING BOARD APPOINTMENT – Upon motion of Jon Payne, seconded by Bill Moyer, and unanimously approved, Jan Ritter was appointed to the Zoning Hearing Board. Upon motion of Fred Ulrich, seconded by Bill Moyer and unanimously approved, James Fry was reappointed as an alternate to the Zoning Hearing Board.

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

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

PENN TOWNSHIP ASSISTANT ZONING OFFICER – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, Brenda Moyer was appointed as Penn Township Assistant Zoning Officer.

PENN TOWNSHIP DEPUTY EMA COORDINATOR – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, Tom Snyder was appointed as Penn Township Deputy EMA Coordinator. It was noted that Tom Snyder will be required to present his qualifications for this position.

OPEN RECORDS OFFICER – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, Robin Bieber was appointed 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 Fred Ulrich, seconded by Bill Moyer, and unanimously approved, Brenda Moyer was appointed as Township Recycling Coordinator.

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

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

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

VACANCY BOARD – Motion by Bill Moyer to appoint Jon Payne, Bill Moyer, Fred Ulrich, and Brian Wentzel to the Vacancy Board. Motion by Fred Ulrich to appoint Jon Payne, Bill Moyer, Fred Ulrich, and Dawayne Betzer to the Vacancy Board. Jon Payne seconded by motion by Bill Moyer. The Vacancy Board will consist of Jon Payne, Bill Moyer, Fred Ulrich and Brian Wentzel. Motion passed.

EAST SNYDER PARK - Upon motion by Bill Moyer, seconded by Fred Ulrich, and unanimously approved, Jon Payne was appointed to the ESP Board.

MILEAGE RATE – Upon motion of Fred Ulrich, seconded by Bill Moyer, and unanimously approved, the mileage rate was established at 55.5 cents per mile. (IRS Standard)

PENN TOWNSHIP BOARD OF SUPERVISORS – MINUTES – JANUARY 3, 2011

EMPLOYEES SALARIES – Upon motion of Fred Ulrich, seconded by Bill Moyer and unanimously approved, employee wages will remain the same with the following exceptions: Tom Wallish’s hourly rate shall be \$13.68/hr; Brenda Moyer’s hourly rate shall be \$13.68/hr. The Supervisors will not be requesting an increase in wages for themselves for 2012.

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

The PENN TOWNSHIP EQUIPMENT RENTAL FEES were established and or updated as follows upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved:

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

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The PENN TOWNSHIP FEES for services were established and or updated as follows upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved:

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	\$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

PERSONS PRESENT TO BE HEARD

Darwin Swope was again present to discuss the sewage issues on Old Colony Road, in particular his wishes for Penn Township Municipal Authority to extend the gravity system to his home at 201 Old Colony Road. Solicitor Muolo informed Mr. Swope that normal procedure would be for Department of Environmental Protection to notify the Township if a system is malfunctioning or failing and at that time, the Township could take appropriate action, but Mr. Swope's issues with the Authority should be addressed to the Authority. After a lengthy discussion, the Supervisors authorized Solicitor Muolo to draft a letter to the Authority in support of completing the sewage line that Mr. Swope would then be able to connect to. The drafted letter will be presented to the Supervisors for final approval before it is sent.

REPORTS

Roadmaster Brandon Sechrist provided a written report on the crew's activities during the previous two weeks.

Tom Snyder, Zoning Officer, provided a written report which included activity for 2011; 68 total permits in 2011, 94 total permits in 2010.

Robin Bieber, Township Secretary, reported the cost for two cabinets to replace the deteriorating wood cabinet is \$741.99 per cabinet. After discussion, motion was made by Fred Ulrich, seconded by Bill Moyer and unanimously approved, to purchase two cabinets for a total cost of \$1483.98.

Emergency Management Coordinator Fred Ulrich had nothing to report.

Former Chairman Bill Moyer had nothing to report.

OLD BUSINESS

The Middlecreek Township offer of \$125 for excess parts for the old mower was accepted upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved.

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OLD BUSINESS (cont'd)

The bids for the new furnace for the three bay garage were received as follows:

Contractor	Systems similar to current system	Price	Larger, more efficient - would eliminate need for 2nd furnace	Price
Jerry Valentine, Inc	EFM HSD 140	\$4397.00	Cox SO225	\$7316.00
	Adams AS0230	\$4937.00		
SJ Eaton	Modine POR185	\$5650.00	Cox SO225FF	\$7050.00
Shaffer's Plumbing	Adams AS0230	\$5050.00		
	Modine POR185BO101	\$6875.00		

After discussion, motion made by Fred Ulrich, seconded by Bill Moyer and unanimously approved, to purchase the Cox SO225FF from SJ Eaton at a cost not to exceed \$7050.00.

NEW BUSINESS

One bid was received for a new trailer. Tabled until more bids are received. Roadmaster Brandon Sechrist will be instructed not to use his personal trailer for township business.

New Supervisor Jon Payne brought about a discussion on future plans for the Township. After discussion, a work session will be held on the 3rd Wednesday of each month at 6:00pm as needed.

Resignation received from Darwin Swope as a Penn Township Auditor. Resignation reluctantly accepted by Fred Ulrich, seconded by Jon Payne with Bill Moyer opposed. After further discussion, motion was made by Fred Ulrich, seconded by Bill Moyer and unanimously approved to appoint Ken Stettler as Penn Township Auditor conditioned upon Mr. Stettler's acceptance.

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 3, 2012 meeting adjourned at 9:34PM.

Respectfully Submitted,

Robin Bieber,
Township Secretary