

PENN TOWNSHIP 2017 RE-ORGAINIZATION MINUTES

January 3, 2017

The Penn Township Board of Supervisors held their Year 2017 Re-organization meeting on Monday, January 3, 2017 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. The meeting was called to order at 7:00pm.

Present Included: Supervisors: Pete DeWire, Brenda Moyer and Jon Payne, Secretary/Treasurer: Jacqueline Anders, Roadmaster: Isaac Ramer

Public Present: Darwin Swope

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

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

Appointment of Chairman

Temporary Chairman Pete DeWire called for Chairman of the Board of Supervisors nominations. **Motion made by Jon Payne to nominate Pete DeWire for Chairman of the Board of Supervisors, Brenda Moyer voted no and Pete DeWire abstained. Motion made by Pete DeWire to nominate Brenda Moyer for Chairman of the Board of Supervisors, Brenda Moyer second and Jon Payne voted no - Motion carried.**

Appointment of Vice-Chairman

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

Re-organization

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

Assistant Roadmaster - On motion by Jon Payne, second by Brenda Moyer to appoint Pete DeWire as Assistant Roadmaster. Pete DeWire abstained from the vote.

Legal Counsel - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Wiest, Muolo, Noon, Swinehart & Bathgate as Penn Township Solicitor.

Secretary/Treasurer - On motion by Pete DeWire, second by Jon Payne and acclamation of board to reappoint Jacqueline Anders as Secretary/Treasurer.

Open Records Officer - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Jacqueline Anders as Open Records Officer.

Use of DOT Grants - online reporting - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Jacqueline Anders as User of DOT Grants - online reporting.

Berkheimer Contact Rep & Receiver of Taxes - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Jacqueline Anders as Berkheimer Contact Rep & Receiver Taxes.

Assistant Secretary/Treasurer - On motion by Pete DeWire, second by Jon Payne and acclamation of board to reappoint Brenda Moyer as Assistant Secretary/Treasurer.

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

Planning Commission Secretary - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Brenda Moyer as Planning Commission Secretary.

Planning Commission Legal Counsel - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Wiest, Muolo, Noon, Swinehart & Bathgate as Planning Commission Solicitor.

Penn Township Zoning Officer - On motion by Pete DeWire, second by Jon Payne and acclamation of board to reappoint Ray Cerezo as Zoning Officer.

Zoning Hearing Board Legal Counsel - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Mr. Slivinski as Zoning Hearing Board Legal Counsel.

Central Keystone COG Representative - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Ray Cerezo as the Central Keystone COG Representative.

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

Penn Township Deputy EMA Coordinator - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Fred Ulrich as Penn Township Deputy EMA Coordinator.

Penn Township Recycling Coordinator - On motion by Pete DeWire, second by Jon Payne and acclamation of board to reappoint Brenda Moyer as Penn Township Recycling Coordinator.

Sewage Enforcement Officer - On motion by Jon Payne, second by Pete DeWire and acclamation of board to reappoint Page SEO, Inc as Sewage Enforcement Officer.

Banking Depositories - On motion by Jon Payne, second by Pete DeWire 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 Jon Payne, second by Pete DeWire and acclamation of board for Central Insurers Group/Phillip Gingerich for Township insurances and Christine Miller Insurance Agency, LLC for employee benefits were appointed as the insurance agencies.

Mileage Rate - On motion by Pete DeWire, second by Jon Payne and acclamation of board to establish the mileage rate at .535 cents per mile. (IRS Standard)

December 21, 2016 minutes - On motion by Pete DeWire, second by Jon Payne and acclamation of board 12.21.16 Supervisor Workshop Minutes were approved.

Reports:

Roadmaster Isaac Ramer

- ◆ Vehicle #5 (2008 Chevy T-Tag) brake light is on - testing suggests it's a sensor. Ramer will take it to a garage to get it fixed.
- ◆ Demonstration for Salt neutralizer for the trucks was performed and Ramer order a 5 gallon pail to spray the trucks.
- ◆ Grease gun not purchased yet - Ramer is still researching.

Secretary/Treasurer Jacqueline Anders

- ◆ Report provided.

Zoning Officer Ray Cerezo

- ◆ Report provided.

Emergency Management Coordinator Fred Ulrich - No report

Solicitor, Jim Bathgate

- ◆ On motion by Jon Payne, second by Pete DeWire and acclamation of board approval of Revised Road Cut Ordinance 2017-01 review to be adopted February 1, 2017.

New Business:

Resolution 2017-02 Hydrant Tax Levy - On motion by Jon Payne, second by Pete DeWire and acclamation of board to adopt Resolution 2017-02 Hydrant Tax Levy.

Resolution 2017-03 Tax Levies - On motion by Jon Payne, second by Pete DeWire and acclamation of board to adopt Resolution 2017-03 Tax Levies.

Resolution 2017-04 SEO Appointment - On motion by Jon Payne, second by Pete DeWire and acclamation of board to adopt Resolution 2017-04 SEO Appointment for Page SEO, Inc.

Resolution 2017-05 Berkheimer Rep & Receiver of Taxes - On motion by Jon Payne, second by Pete DeWire and acclamation of board to adopt Resolution 2017-05 Jacqueline Anders as Berkheimer Rep & Receiver of Taxes.

Resolution 2017-06 Open Records - On motion by Jon Payne, second by Pete DeWire and acclamation of board to adopt Resolution 2017-06 Jacqueline Anders as Open Records.

Resolution 2017-07 Use of DOT Grants Online - On motion by Jon Payne, second by Pete DeWire and acclamation of board to adopt Resolution 2017-07 Jacqueline Anders as User of DOT Grants Online.

Resolution 2017-08 COG Representative - On motion by Pete DeWire, second by Jon Payne and acclamation of board to adopt Resolution 2017-08 Ray Cerezo as COG Representative.

Ordinance 2017-02 Municipal Pension Plan with Pennsylvania Municipal Retirement System - On motion by Brenda Moyer, second by Pete DeWire and acclamation of board to implement Ordinance 2017-02 Municipal Pension Plan with Pennsylvania Municipal Retirement System.

Recycling Hauling Quotes - On motion by Jon Payne, second by Pete DeWire and acclamation of board to accept the recycling hauling quote from Lycoming County Resource Management Services at \$130.00 per pull.

Penn Valley Airport - On motion by Jon Payne, second by Pete DeWire and acclamation of board for no response to Penn Valley Airport pledge letter.

ESP - Grinder Pump Maintenance - PTMA Sewer Rules and Regulations require Low Pressure Sewage Pump Station Maintenance Inspection Check List to be filled out by March 31, 2017. Ramer and DeWire filled out the paperwork.

SCCD grant opportunities (dirt & gravel roads) - On motion by Jon Payne, second by Pete DeWire and acclamation of board Brenda Moyer to attend meeting on grant opportunities for road projects February 9, 2017.

PSATS Ethics training - On motion by Jon Payne, second by Pete DeWire and acclamation of board for Brenda Moyer and Jacqueline Anders to attend PSATS Ethics training February 1, 2017.

Old Business:

Comprehensive Plan proposal - On motion by Jon Payne, second by Pete DeWire and acclamation of board to have Greater Susquehanna Valley Chamber of Commerce complete the update of the Township's existing Comprehensive Plan price not to exceed \$6000.00.

PSATS convention attendance - On motion by Pete DeWire, second by Jon Payne and acclamation of board to have 5 Township employees attend the PSATS convention in Hershey.

****An Executive Session was called at 7:50pm to discuss retention of employees and salaries. The meeting was reconvened at 8:20pm with no action taken.****

Road Crew Employees Retained - On motion by Jon Payne, second by Pete DeWire and acclamation of board the following employees will be retained for the road crew: Jeff Benfer, Zachary Bogar, Chad Brandt, Ken Carroll, Roger Catherman, Matthew Cook, Wade Hawn, Andy Howell, Steve Keefer, Shane Kerstetter, Ross Smoker, Tom Snyder, Tom Wallish, Jon Payne and Pete Dewire.

Employees Salaries - On motion by Jon Payne, second by Pete DeWire and acclamation of board to increase the hourly rates as follows: Ken Carroll from \$13.89 to \$14.25, Roger Catherman from \$14.18 to \$14.53, Wade Hawn from \$13.23 to \$13.56, Andy Howell from \$13.89 to \$14.25, Isaac Ramer from \$22.00 to \$22.50, Jacqueline Anders from \$18.90 to \$19.35, Ray Cerezo from \$13.25 to \$13.60 and recommend to the Auditors working supervisors from \$14.89 to \$15.26.

Vacancy Board - On motion by Brenda Moyer, second by Pete DeWire and acclamation of board Bill Bucher appointed as Chairman of Vacancy Board.

Planning Commission Appointment - On motion by Brenda Moyer, second by Pete DeWire and acclamation of board to reappoint Cornelius Heeren to the Planning Commission.

Zoning Board Appointment - On motion by Brenda Moyer, second by Jon Payne and acclamation of board to reappoint Mark Strawser to Zoning Board.

East Snyder Regional Recreation Association - On motion by Brenda Moyer, second by Pete DeWire and acclamation of board to reappoint Steven Diehl to East Snyder Regional Recreation Association Board. On motion by Brenda Moyer, second by Pete DeWire and acclamation of board to reappoint Kim Kratzer to East Snyder Regional Recreation Association Board.

Penn Township Municipal Authority - On motion by Brenda Moyer, second by Pete DeWire and acclamation of board to reappoint James Newman to Penn Township Municipal Authority Board.

Penn Township Rates and Fees - On motion by Pete DeWire, second by Jon Payne and acclamation of board the following rates will be established for year 2017.

East Snyder Park

Pavilion Rental	\$50.00
Sun Shade Picnic Area	\$25.00
User Fees 1-10 uses + (\$100.00 refundable fee)	\$150.00
11-25 uses + (\$100.00 refundable fee)	\$200.00
26 or more uses + (\$100.00 refundable fee)	\$350.00
Tournament Fees (\$100 refundable)	\$600.00

*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
Amusement Tax Permits	\$20.00
Transient Merchant	\$10.00
Zoning 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
<u>Equipment</u>	
Chevrolet 2500 pick-up	\$40.00/hour
Large Dump Truck	\$90.00/hour
Small Dump Truck	\$45.00/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	\$60.00/hour
Chipper	\$150.00/day
2016 John Deer w/Tiger Mower with operator	\$150.00/hour
<u>Services</u>	
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

Public Comment - No comments

On motion by Pete DeWire, second by Jon Payne and board acclamation the January 3, 2017 Supervisor Re-organization Meeting was adjourned at 8:37PM.

Respectfully Submitted,

Jacqueline Anders
Township Secretary