

**Penn Township Minutes**  
**Workshop Meeting**  
**October 15, 2014**

The Penn Township Board of Supervisors held their workshop meeting on Wednesday, October 15, 2014 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Chairman Fred Ulrich called the meeting to order at 6:04pm. Supervisors present: Fred Ulrich; Brenda Moyer; Jon Payne. Others present: Lynne Renn, Secretary/Treasurer; Isaac Ramer, Road Supervisor; Beth Kapsar, Township Appointed Auditor. Members of the Public: none.

**Pledge of Allegiance**

**New Business**

An approval letter was received from the PTMA authorizing the Township to tie-in to the electricity source at the compost site for the surveillance cameras. Upon installation noted that one of the cameras should record a portion of the activity on PTMA property as a thank you for allowing electricity tie-in. Motion made to approve purchase of a set of four (4) high resolution outdoor cameras from Sam's Club at a cost of \$329.00 by Brenda Moyer, Jon Payne second, all in favor.

A zoning variance application has been received from Bill and Janet Bucher with regard to the shed that was previously installed on their property. Application acknowledged but no comment given.

There is an area at East Snyder Park between the bathroom and the playground that currently is not cemented. The mulch and stone from each area continues to get drug from one area to the other. Suggested that concrete be poured for sidewalk around the bathroom with lawn edging put in place to keep the mulch and stone separated. Penn Township to do the prep work and edging with hired contractor to pour the cement. Quotes received from Andrew Bausch Construction and Hosty's Masonry. Motion made to proceed with work to be completed by Andrew Bausch Construction, the lowest quote, by Brenda Moyer, Jon Payne second, all in favor.

Discussion held on the new truck purchase. There are options to purchase additional warranties on different parts (engine, transmission, etc). Supervisors would like time to review. Tabled until a later date.

The Township no longer needs the Massey Fergusson tractor and mower deck. Supervisor Fred Ulrich has indicated he would like them put out to bid for sale. Motion made to advertise them for sale as a closed bid, with the tractor and mower deck being bid separately, and a bid deadline of December 3, 2014 by Jon Payne, Brenda Moyer second, all in favor.

Interviews were held for five (5) individuals prior to this workshop meeting for snow plow drivers/winter maintenance positions. Motion made to hire all five by Brenda Moyer, Jon Payne second, all in favor. Offer letters to be sent and after all background checks and clearances being done, Isaac Ramer to work with them so they become acquainted with the roads/routes.

At this time discussion was held regarding the 2015 tentative budget. Amounts and accounts were reviewed and input provided by Beth Kapsar, Township appointed auditor. No official action taken at this time and further review to be done at a later date.

\*\*Executive session was called at 8:17pm to discuss personnel issues. Meeting was reconvened at 8:35pm with no official action taken.

Performance evaluations for employees Jim Geiswite, Asst. Zoning Officer; Dave Bowersox, Zoning Officer; Jackson Moyer, road crew and Lynne Renn, Secretary/Treasurer were reviewed.

Motion made to give Jim Geiswite a 5% increase effective for the last full pay after the review due date by Brenda Moyer, Jon Payne second, all in favor.

No action taken for Dave Bowersox.

Motion made to give Jackson Moyer a 5% increase effective for the last full pay after the review due date by Jon Payne, Brenda Moyer second, all in favor.

Motion made to give Lynne Renn a \$1.00/hr increase effective for the last full pay after the review due date by Jon Payne, Brenda Moyer second, all in favor.

Motion made for Secretary/Treasurer Lynne Renn to process retro adjustments for prior pays that were paid at the old rate and include on the next regular scheduled pay check by Fred Ulrich, Jon Payne second, all in favor.

Isaac Ramer submitted a request to work four (4) ten hour days the week of October 20-23 and then have Friday, October 24 off. Approved.

Isaac also questioned his vacation eligibility. After one (1) year of employment, which is in November, he is eligible for 40 hours vacation time. As his anniversary date is so late in the year he requested that, as an exception, he be allowed to carry over this vacation time to 2015. Approved with the condition that he not utilize both 2014 and 2015 vacation weeks concurrently.

### **Adjournment**

Motion made to adjourn the meeting by Brenda Moyer, Jon Payne second, all in favor. With no further business to discuss the October 15, 2014 workshop meeting was adjourned at 8:52pm.

Respectfully submitted,

Lynne Renn  
Township Secretary