

Swatara Township Reorganization Meeting Minutes
January 4, 2016

The Swatara Township Board of Supervisors met on Monday, January 4, 2016 at 10:10 am.

CALL THE MEETING TO ORDER

Joe Gregory called the meeting to order. Supervisors in attendance were Reginald Daubert, Joseph Gregory and Dean Patches. Also present was attorney, Colleen Gallo and Rick Kreitzer.

Mr. Kreitzer, Chief of the Bunker Hill Fire Company was on hand to give his annual Fire Company Report. In 2015 there had been 419 calls. The Box Call listing has had to be revised with the creation of two new categories by LEMA. The revised box calls will be made available to the Supervisors.

NEW BUSINESS

Appointment of Temporary Chairman:

Supervisor Gregory moved to appoint Colleen Gallo as Temporary Chairman. Seconded by Supervisor Patches. All voted in favor; motion carried.

Appointment of Chairman

Attorney Gallo asked for nominations for chairman.

Supervisor Patches moved nominate Joe Gregory as chairman. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Supervisor Patches moved to close nominations for chairman. Seconded by Supervisor Daubert. All voted in favor; motion carried.

The Meeting was turned back to Chairman Gregory

Appointment of Vice-Chairman

Supervisor Daubert moved to nominate Dean Patches as vice-chairman. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Appointment of Secretary/Treasurer

Supervisor Patches moved to appoint Jennifer Harding Secretary/Treasurer. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Supervisor Patches moved to set the meeting pay at the greater of 40.00 or time and half. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Supervisor Gregory moved to authorize the payment of bills prior to final approval. Seconded by Supervisor Patches. All voted in favor; motion carried.

Affirm Township Fire Company

Supervisor Patches moved to affirm the Bunker Hill Fire Company as the Township's Fire Company. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Supervisor Patches moved to approve the new box call appointment and authorize the signing of the request form to LEMA. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Appointment of Tax Collector

Supervisor Gregory moved to appoint Lebanon County as real estate tax collector in 2016 and sign Ordinance #2016-01. Seconded by Supervisor Patches. Two voted in favor of the motion; motion carried.

Setting Employee Wages

Supervisor Gregory to adopt full time wages as set forth in the budget spread sheet. Seconded by Supervisor Patches. All voted in favor; motion carried.

Supervisor Patches moved to adopt the part time was as set forth on the budget spread sheet based upon position, not employee. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Meeting Pay

Supervisor Patches moved to set meeting pay for employees at the greater of 40.00 or time and half. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Insurance Stipend

Supervisor Gregory moved to set the insurance stipend at \$50 per week for employees whose spouses are not participating in the township's insurance plan. Seconded by Supervisor Patches. All voted in favor; motion carried.

Affirm Supervisors Employed by the Township

Supervisor Gregory moved to name Dean Patches the Road Master. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Supervisor Patches moved that all three Supervisors are authorized to work for the Township throughout 2016. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Supervisor Patches moved to recommend the hourly rate of \$17.00 for working Supervisors performing Winter Maintenance and a rate of \$14 for all other work to the Township Auditors. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Establishment of Treasurers Bond

Supervisor Patches moved to establish the Treasurers Bond at \$1,500,000. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Appointment of Legal Council

Supervisor Gregory moved to appoint Reilly Wolfson as Legal Council. Seconded by Supervisor Patches. All voted in favor; motion carried.

Appointment of Township Engineer

Supervisor Gregory moved to appoint Gannett Fleming as the Township Engineer. Seconded by Supervisor Patches. All voted in favor; motion carried.

Appointment of Chairman of the Vacancy Board

Supervisor Patches moved to appoint Paul Horst as Vacancy Board Chairman. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Appointment of Open Records Officer

Supervisor Patches moved to appoint Reily Wolfson as the Primary Open Records Officer and Jennifer Harding as the Alternate Open Records Officer. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Appointment of Sewer Enforcement Officer

Supervisor Patches moved to appoint Larson Design Group as the Sewer Enforcement Officer. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Appointment of Zoning Officer

Supervisor Patches moved to appoint Light-Heigel as Zoning Officer. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Appointment of Pension Officer

Supervisor Gregory moved to appoint Jennifer Harding as the Pension Officer. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Appointment of Code Enforcement Officer

Supervisor Patches moved to appoint Light Heigel and Associates as Code Enforcement. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Appointment of MS4 Administrator

Supervisor Gregory moved to appoint Dean Patches as MS4 Administrator. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Appointment of Auditing Firm

Supervisor Patches moved to appoint Garcia, Garman, & Shea as Township Auditor for 2016. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Appointments:

Planning Commission

Supervisor Patches moved to appoint Jeff Werner to the planning commission for the four year term, expiring 12/2019. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Zoning Hearing Board

Supervisor Gregory moved to appoint Tim Zimmerer to the zoning hearing board for a three year term, expiring 12/2018. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Zoning Hearing Board Solicitor

Supervisor Patches moved to appoint Keith Kilgore of the firm of Spitler, Kilgore and Enck as Zoning-Hearing Board Solicitor. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Township Auditors

Supervisor Patches moved to appoint Ruth Renik. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Ag Security Hearing Board

Tabled

Recreation Board Appointment

5 Year Term – Tabled

4 Year Term – Tabled

Depository Appointment

Supervisor Patches moved to designate First Citizens, PLGIT and JBT as the township depositories. Seconded by Supervisor Gregory. All voted in favor; motion carried.

2016 Holidays

Supervisor Patches moved to approve 10 ½ paid holidays for Township Employees as outlined in the employee handbook. Seconded by Supervisor Daubert. All voted in favor; motion carried.

State Convention

Supervisor Patches moved to authorize the attendance of the Supervisors and Township Secretary at the 2016 PSATS Convention and the Secretary as Voting delegate. Seconded by Supervisor Gregory. All voted in favor; motion carried.

Mileage

Supervisor Gregory moved to set mileage at the IRS Floating Rate. Seconded by Supervisor Patches. All Voted in favor; motion carried.

OLD BUSINESS

Supervisor Patches moved to ratify the hiring of Anthony Oxenreider on August 27, 2015 and affirm his full time status. Seconded by Supervisor Daubert. All voted in favor; motion carried.

Supervisor Gregory moved to discontinue the collection a per capita tax and authorized the advertising of the ordinance to abolish the tax in 2016. Seconded by Supervisor Patches. Two voted in favor; motion carried.

Discussion was held regarding the driveway installation at 103 Cemetery Road.

Attorney Tshudy will be working with Mr. Caporaletti on land development issues adjacent to the Monroe Valley Golf Course. This is not thought to be contentious with any current dealings with Mr. Tshudy.

PUBLIC COMMENTS - None

With no further comment the meeting adjourned at 11:00 a.m.

Respectfully Submitted,

Jennifer Harding, Secretary/Treasurer