

**Board of Supervisors
Reorganization Meeting**

MINUTES

January 5, 2009

Supervisors Present: Karen Bedics, Jim Brownlow, Barbara Lindtner and Rob Zisko. **Absent:** Volker Oakey
Also present: Sandy Everitt, Secretary/Treasurer; Rich Schilling, Township Manager; Terry Clemons, Township Solicitor.

Organization

a. Appointment of Temporary Chairman – Barbara Lindtner moved to appoint Jim Brownlow as temporary chairman. Karen Bedics seconded. Voting Yes: Karen Bedics, Barbara Lindtner, Rob Zisko. **Abstaining:** Jim Brownlow. The motion passed.

Jim Brownlow called the meeting to order at 7:35 p.m. and opened with the Pledge of Allegiance. Terry Clemons indicated that the agenda items could be voted upon in sections.

b. Appointment of Secretary/Treasurer – Karen Bedics moved to appoint Sandy Everitt as Secretary/Treasurer at an annual salary of \$47,590.40. Barbara Lindtner seconded; the motion passed unanimously.

c. Appointment of Chairman – Barbara Lindtner moved to appoint Jim Brownlow as Chairman. Karen Bedics seconded. Voting Yes: Karen Bedics, Barbara Lindtner, Rob Zisko. **Abstaining:** Jim Brownlow. The motion passed.

d. Appointment of Vice Chairman – Karen Bedics moved to appoint Barbara Lindtner as Vice Chairperson. Rob Zisko seconded. Voting Yes: Karen Bedics, Jim Brownlow, Rob Zisko. **Abstaining:** Barbara Lindtner. The motion passed.

Administrative

a. Schedule for Regular Board of Supervisors Meetings – The Board will have two meetings a month on the second and fourth Tuesdays throughout the year. The first meetings in March, June and October will be held in Zion Hill if the church is available. The meeting schedule will be advertised in The Morning Call.

b. Amount of Bond for Treasurer – The treasurer's bond will be for \$1,000,000.

c. 2009 Policy for Non-Uniform Employees – The policy remains the same as in 2008.

d. Mileage reimbursement will be in accordance with the IRS standard, currently .55/mile.

e. Planning Commission Compensation – Planning Commission members will receive \$25/meeting.

f. Zoning Hearing Board Compensation will be \$35/meeting.

g. Depository for Township Funds will continue to be Quakertown National Bank.

h. The Treasurer will be authorized to pay routine bills prior to Supervisors meetings.

Rob Zisko moved to approve all items in the Administrative Category as discussed and outlined above. Karen Bedics seconded; the motion passed unanimously.

Appointments

a. Township Manager – Rich Schilling was reappointed as Township Manager at an annual salary of \$82,000.

Jim Brownlow noted that with the exception of the police, there were no pay increases for any other staff members.

- b. Pension Plan Administrator** – Rich Schilling was reappointed as Pension Plan Administrator.
- c. Road Foreman** – Rich Pursell was reappointed as Road Foreman at an hourly rate of \$26.
- d. Zoning Officer** – Rich Schilling was appointed as Zoning Officer
- e. Code Enforcement/Building Inspector** – The township will contract with Code Master Inspection Service for code enforcement and building inspection services. In most cases, fees will be covered by the permit applicants. Rob Zisko noted that the company serves at the will of the Board.
- f. Zoning/Planning/Administrative Assistant/Police Secretary** – Debbie Godshall was reappointed at \$14.06/hour as Zoning/Planning/Administrative Assistant/Police Secretary. Heather Radick was reappointed as Planning Commission Recording Secretary at \$17 an hour.
- g. Police Chief** – Mark Laudenslager was reappointed as Chief of Police at an annual salary of \$78,517.81, which includes longevity pay and an education bonus.
- h. Police Officers** – Mike McDonald (\$28.45/hr), Ronald Jacoby (\$28.45/hr) and Jules Sepulveda (\$22.12/hr) were reappointed as police officers.
- i. Road Department & Cleaning/Maintenance** – John Hoferica (\$20.75/hr), James Stevens (\$18.00/hr) and Charles Rodenbach (\$18.00/hr) were reappointed as Road Department workers. Maintenance and cleaning services will be provided by a husband/wife team for \$14/hr each, not to exceed \$7,000/year.
- j. Township Solicitor** – Clemons, Richter, Walsh & Reiss were reappointed as township solicitor at an hourly rate of \$135. Jim noted this fee did not increase over last year.
- k. Township Engineer** – C. Robert Wynn Assoc. were reappointed to provide township engineering services at the rates contained on the January 1, 2009, *Schedule of Fees* submitted by Bob Wynn, with costs ranging from \$40/hour for secretarial/clerk to \$102/hour for a professional engineer.
- l. Township CPA for Audit** – Hutchinson, Gillahan & Freeh was reappointed to audit township accounts at a base fee for 2009 of \$6,000 plus an additional fee of \$2,000 for audit of the Pension Plans. Additional services will be provided at the rate of \$85/hr.
- m. Township Pension Committee** – Rich Pursell, Sandy Everitt and Mark Laudenslager were appointed to serve on the Township Pension Committee. Rich Schilling will also serve on the committee as Pension Plan Administrator, and Barbara Lindtner will serve as the Board liaison.
- n. Sewage Enforcement Oversight** – Rettew & Associates were reappointed as the sewage enforcement overseers for subdivisions of 5 or more lots at their quoted rates ranging from \$53 - \$93/hour.
- o. Zoning Hearing Board Solicitor Pay Rate** – The hourly rate for Steve Imms, the Zoning Hearing Board solicitor, was set at \$115, the same rate as charged in 2008.

Rob Zisko **moved** to approve all items (a. through o.) as discussed and outlined above under “Appointments.” Barbara Lindtner **seconded**; the motion **passed** unanimously.

Vacancies

- a. Planning Commission** – Karen Bedics **moved** to accept the letter of resignation from Barbara Lindtner from the Planning Commission. Rob Zisko **seconded**. Voting **Yes**: Karen Bedics, Jim Brownlow, Rob Zisko. **Abstaining**: Barbara Lindtner.

Barbara Lindtner **moved** to reappoint Bobb Carson and Peter Lamana to four-year terms on the Planning Commission. Karen Bedics **seconded**; the motion **passed** unanimously. Karen Bedics **moved** that Hans Reimann be appointed to complete the remaining two years of Barbara Lindtner’s term on the Planning Commission. There being no second, the motion died. Rob Zisko **moved** to appoint John Chilton to the two-year term on the Planning Commission. Barbara Lindtner **seconded**. Voting **Yes**: Jim Brownlow, Barbara Lindtner, Rob Zisko. Voting **No**: Karen Bedics. The motion **passed**.

b. Zoning Hearing Board – Rob Zisko moved to appoint David Reitz to a three-year term as a regular member on the Zoning Hearing Board. Karen Bedics seconded; the motion passed unanimously. Rob Zisko moved to accept Jeff Lindtner’s resignation as an alternate on the Zoning Hearing Board. Karen Bedics seconded. Rich Schilling indicated that Jeff was resigning because he had not had an opportunity to serve as an alternate on the Zoning Hearing Board and therefore would prefer to serve on the Open Space Committee. Jim Brownlow called for the question. Voting Yes: Karen Bedics, Jim Brownlow, Rob Zisko. Abstaining: Barb Lindtner

There were no applicants for the alternate position. Since there are two other alternates, there will be a notice posted on the township website regarding the alternate Zoning Hearing Board opening.

c. Historic Commission – Barbara Lindtner moved to appoint Emile Kolick to a 5-year term on the Historic Commission. Karen Bedics seconded; the motion passed unanimously. Barbara Lindtner moved to appoint Joanne Graziano to a five-year term on the Historic Commission. Karen Bedics seconded; the motion passed unanimously. Barbara Lindtner moved to appoint Pat Bowerstock to a 5-year term on the Historic Commission. Rob Zisko seconded. Karen Bedics would like to see Betty Riter continue serving on the Historic Commission, as she is very dedicated, often going out of her way to provide historical information. She has a sincere interest in the history of the township. Jim Brownlow called for the question. Voting Yes: Jim Brownlow, Barbara Lindtner, Rob Zisko. Voting No: Karen Bedics. Rob Zisko moved that a letter of appreciation be sent to Betty Riter for her dedicated service on the Historic Commission. Karen Bedics seconded; the motion passed unanimously.

d. Vacancy Board – Barbara Lindtner moved to appoint Rod Wieder to a one-year term on the Vacancy Board. Rob Zisko seconded. Voting Yes: Jim Brownlow, Barbara Lindtner, Rob Zisko. Voting No: Karen Bedics The motion passed. Karen Bedics expressed concern about Mr. Weider's willingness/ability to serve on the Vacancy Board, as he had not attended UBREMS Board meetings as the appointed representative from Springfield Township in 2008.

e. EAC – Rob Zisko moved to appoint Kristy Aller, Dennis Steskal and James Gill to three-year terms on the EAC. Barbara Lindtner seconded; the motion passed unanimously. Barbara Lindtner moved that Karen be appointed as Board liaison to the EAC. Rob Zisko seconded. Voting Yes: Jim Brownlow, Barbara Lindtner, Rob Zisko. Abstaining: Karen Bedics. The motion passed.

f. Open Space Committee – Rob Zisko moved to appoint David Long, Bob Morris and Kristy Aller to three-year terms on the Open Space Committee. Karen Bedics seconded; the motion passed unanimously. Rob Zisko moved that Jeff Lindtner be appointed to a one-year term on the Open Space Committee. Karen Bedics seconded. Voting Yes: Karen Bedics, Jim Brownlow, Rob Zisko. Abstaining: Barbara Lindtner. The motion passed. Barbara Lindtner moved to appoint Rob Zisko as Board liaison to the Open Space Committee. Jim Brownlow seconded. Voting Yes: Karen Bedics, Jim Brownlow, Barbara Lindtner. Abstaining: Rob Zisko. The motion passed.

g. Emergency Management Coordinator and Deputy Coordinator – The Board agreed to reappoint Michael Guarino as Emergency Management Coordinator, and to reappoint Ed Ziegler as Emergency Management Deputy Coordinator.

h. Springtown Water Authority – Barbara Lindtner moved to reappoint Aimee Douglas and Ken Simmons to serve five-year terms on the Springtown Water Authority. Jim Brownlow seconded; the motion passed unanimously.

i. Community Day Committee – The Board reappointed/appointed the following individuals who submitted letters of interest to one-year terms on the Community Day Committee: Rose Strong, Joanne Graziano, Nancy Kemmerer, Delores Weierbach, Willard Weierbach, Mike Gawronski and Cheryl Gawronski.

j. Farm Market Advisory Board – The Board appointed Rose Strong, Maria Weick, Sherry Brodhead, Stephen Doncevic and Terry Long to serve on the Farm Market Advisory Board for a one-year term.

Rob Zisko moved to appoint all individuals listed in items g., i. and j. under “Vacancies.” Barbara Lindtner seconded; the motion passed unanimously.

Rich Schilling indicated that the Farm Market Advisory Board had advertised in several publications related to Farm Markets for a farm market manager. After an intensive interview process of the applicants who responded, the Farm Market Board is recommending that the Board hire Mrs. Lorraine Weiss for \$2,500 for the market season.

Mrs. Weiss will be serving as an independent contractor. The Farm Market Board would like to introduce Mrs. Weiss as the new manager at their vendor meeting on January 19. Barbara Lindtner **moved** that Lorraine Weiss be appointed to serve as manager of the Farm Market for the sum of \$2,500 a season to serve at the will of the Farm Market Advisory Board and the Board of Supervisors. Karen Bedics **seconded**; the motion **passed** unanimously.

Resolution for 2009 Taxes

Barbara Lindtner **moved** to adopt Resolution 2009-001 setting the tax rates for 2009. Karen Bedics **seconded**; the motion **passed** unanimously. The tax rates are:

Real Estate Tax	3.5 mills
Street Light Tax	.33 per front foot of properties having street lights. Properties fronting on Sonny Lane will be billed by expenses incurred and divided evenly over the properties. <i>(This tax will be reviewed and increased in the near future to cover increased electrical costs of street lights.)</i>
Earned Income Tax	½ of 1%
Earned Income Tax for funding Open Space Program	¼ of 1%
Real Estate Transfer Tax	½ of 1%
Amusement Tax	5%

Resolution 2008-02 Establishing Depository for Township Taxes

Rob Zisko **moved** to adopt Resolution 2009-002 setting Team Capital Bank as the depository for township taxes. Karen Bedics **seconded**; the motion **passed** unanimously.

Appointment of Delegates to State Convention

Karen Bedics **moved** to appoint Barbara Lindtner as the voting delegate to the State Convention (April 19 – 22, 2009). Rob Zisko **seconded**. Voting **Yes**: Karen Bedics, Jim Brownlow, Rob Zisko. **Abstaining**: Barbara Lindtner. The motion **passed**.

Rob Zisko **moved** to reappoint Karen Bedics as Board liaison to UBREMS. Jim Brownlow **seconded**. Voting **Yes**: Jim Brownlow, Barbara Lindtner, Rob Zisko. **Abstaining**: Karen Bedics.

Public Comments - None

Adjournment of the Re-organization Meeting

At 8:15 p.m., Jim Brownlow adjourned the re-organization meeting and opened the regular meeting of the Board of Supervisors.

Respectfully submitted,

Sandra L. Everitt
Secretary/Treasurer

Next meeting: January 5, 2009 (Immediately after Re-organization Meeting)
Approved: January 27, 2009