

**Board of Supervisors
Reorganization Meeting**

MINUTES

January 7, 2008

Jim Brownlow, Chairman, administered the Oath of Office to newly elected supervisor Barbara Lindtner, re-elected supervisor Rob Zisko and newly elected auditor, Judith Franlin.

All Supervisors Present: Karen Bedics, Jim Brownlow, Chuck Halderman, Barbara Lindtner and Rob Zisko.

Also present: Sandy Everitt, Secretary/Treasurer; Rich Schilling, Township Manager.

Organization

a. Appointment of Temporary Chairman – Rob Zisko **moved** to appoint Chuck Halderman as temporary chairman. Karen Bedics **seconded**; the motion **passed** unanimously.

Temporary Chairman Halderman called the meeting to order at 7:35 p.m. and opened with the Pledge of Allegiance.

b. Appointment of Secretary/Treasurer – Rob Zisko **moved** to appoint Sandy Everitt as Secretary/Treasurer at an annual salary of \$47,590.40. Jim Brownlow **seconded**; the motion **passed** unanimously.

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

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

Administrative

a. Schedule for Regular Board of Supervisors Meetings – Rob Zisko **moved** to have two meetings a month on the second and fourth Tuesdays of each month throughout the year. Chuck Halderman **seconded**; the motion **passed** unanimously. The newspaper advertisement will advise residents to check the website for meeting changes/cancellations.

b. Amount of Bond for Treasurer – Rob Zisko **moved** to bond the treasurer for \$500,000. Barbara Lindtner **seconded**; the motion **passed** unanimously.

c. 2008 Policy for Non-Uniform Employees – Rich Schilling pointed out that an additional holiday was added—General Election Day—under Item 9. A supplemental fund for insured employees was added under Item 16 to help offset higher deductibles employees need to pay. Rob Zisko **moved** to adopt the *2008 Policy for Non-Uniformed Employees*. Karen Bedics **seconded**; the motion **passed** unanimously.

d. Mileage reimbursement – Rob Zisko **moved** to set the mileage reimbursement in accordance with the IRS Compensation Standard (currently 50.5/mile). Jim Brownlow **seconded**; the motion **passed** unanimously.

- e. Planning Commission Compensation** – Chuck Halderman moved to increase the pay for Planning Commission members from the current \$10/meeting to \$25/meeting. Rob Zisko seconded. Voting **Yes**: Karen Bedics, Jim Brownlow, Chuck Halderman, Rob Zisko. **Abstaining**: Barbara Lindtner. The motion passed.
- f. Zoning Hearing Board Compensation** – Chuck Halderman moved to increase the pay for Zoning Hearing Board members from the current \$25/meeting to \$35/meeting. Barbara Lindtner seconded; the motion passed unanimously.
- g. Depository for Township Funds** – Rob Zisko moved to set Quakertown National Bank (QNB) as depository for township funds. Jim Brownlow seconded; the motion passed unanimously.
- h. Authorize Treasurer to pay routine bills prior to Supervisors meetings** – Karen Bedics moved to authorize the treasurer to pay routine bills prior to Supervisors Meetings. Barbara Lindtner seconded; the motion passed unanimously.

Appointments

- a. Township Manager** – Jim Brownlow moved to reappoint Rich Schilling as Township Manager at an annual salary of \$82,000. Chuck Halderman seconded; the motion passed unanimously.
- b. Pension Plan Administrator** – Rob Zisko moved to reappoint Rich Schilling as Pension Plan Administrator. Karen Bedics seconded; the motion passed unanimously.
- c. Road Foreman** – Chuck Halderman moved to reappoint Rich Pursell as Road Foreman at an hourly rate of \$26. Barbara Lindtner seconded; the motion passed unanimously.
- d. Chief of Code Enforcement and Zoning** – Chuck Halderman moved to reappoint Dave Taylor as Chief of Code Enforcement and Zoning at an annual salary of \$61,000. Karen Bedics seconded; the motion passed unanimously.
- e. Assistant Zoning Officer** – Karen Bedics moved to appoint Walt Dearden as Assistant Zoning Officer at an hourly rate of \$17.34 for a maximum of 20 hours/week. Jim Brownlow seconded. Voting **Yes**: Karen Bedics, Jim Brownlow, Chuck Halderman, Barbara Lindtner. Voting **No**: Rob Zisko. The motion passed.
- f. Zoning/Planning/Administrative Assistant/Police Secretary** – Karen Bedics moved to reappoint Debbie Godshall as Zoning/Planning/Administrative Assistant/Police Secretary at \$14.06 an hour and Heather Radick as the Planning Commission Recording Secretary at \$17 an hour. Barbara Lindtner seconded; the motion passed unanimously.
- g. Police Chief** – Rob Zisko moved to reappoint Mark Laudenslager as Chief of Police at an annual salary of \$75,827, which includes longevity pay and an education bonus. Chuck Halderman seconded; the motion passed unanimously.
- h. Police Officer** – Rob Zisko moved to reappoint Mike McDonald as a police officer at \$27.62 an hour. Chuck Halderman seconded; the motion passed unanimously.
- i. Road Department & Maintenance Man** – Rob Zisko moved to reappoint Road Department workers John Hoferica (20.75/hour), James Stevens (\$18/hour), Charles Rodenbach (\$18/hour), and maintenance man Dave Bartholomew (\$13.50/hour). Karen Bedics seconded; the motion passed unanimously.
- j. Township Solicitor** – Chuck Halderman moved to reappoint Clemons, Richter, Walsh & Reiss as township solicitor at an hourly rate of \$135/hour. Barbara Lindtner seconded; the motion passed unanimously.

k. Township Engineer – Chuck Halderman **moved** to reappoint C. Robert Wynn Assoc. to provide township engineering services at the rates contained on the January 1, 2008, *Schedule of Fees* submitted by Bob Wynn. Rob Zisko **seconded**; the motion **passed** unanimously.

l. Township CPA for Audit – Barbara Lindtner **moved** to appoint Hutchinson, Gillihan & Freeh to audit township accounts at a base fee for 2008 of \$6,000 plus an additional first year start up fee of \$1,000, for a total 2008 audit cost of \$7,000. Karen Bedics **seconded**; the motion **passed** unanimously.

m. Township Pension Committee – Rob Zisko **moved** to appoint Barbara Lindtner as the supervisor representative and Rich Pursell, Sandy Everitt, Dave Taylor, Mark Laudenslager, and Rich Schilling to the Township Pension Committee. Chuck Halderman **seconded**; the motion **passed** unanimously.

n. Sewage Enforcement Oversight – Karen Bedics **moved** to appoint Rettew & Associates as the sewage enforcement overseers for subdivisions of 5 or more lots at their quoted rates ranging from \$51 - \$89/hour. Chuck Halderman **seconded**; the motion **passed** unanimously.

o. Zoning Hearing Board Solicitor Pay Rate – Rob Zisko **moved** to set the hourly rate for Steve Imms, the Zoning Hearing Board solicitor, at the same rate as 2007 (\$115). Karen Bedics **seconded**. Jim Brownlow has some reservations about the way that legal counsel for the ZHB does not stay up to date with his duties. While the Board does not appoint the ZHB solicitor, they do set his pay rate. Although Jim does not have enough data to vote against this pay rate at this time, he wants the ZHB counsel to know that he is upset with the fact that he is not as current with his paperwork as he should be. Jim will vote for this pay rate now, with the understanding that if the Board does not see improvement, the Board may review the compensation rate later. The motion **passed** unanimously.

Vacancies

a. Planning Commission – Chuck Halderman **moved** to appoint Bruce Fritchman and Robert Ritter to four-year terms on the Planning Commission. Rob Zisko **seconded**; the motion **passed** unanimously.

b. Zoning Hearing Board Regular Member – Rob Zisko **moved** to reappoint Dick Cernok for a three-year term on the ZHB. There was no second; the motion **failed**.

Barbara Lindtner **moved** to appoint Patrick Hagerty to a three-year term on the ZHB. Rob Zisko **seconded**. Voting **Yes**: Jim Brownlow, Barbara Lindtner, Rob Zisko. Voting **No**: Karen Bedics, Chuck Halderman. The motion **passed**.

Rob Zisko **moved** to appoint Jeff Lindtner to a one-year term as alternate on the ZHB. Jim Brownlow **seconded**. Voting **Yes**: Jim Brownlow, Rob Zisko, Voting **No**: Karen Bedics, Chuck Halderman, **Abstaining**: Barbara Lindtner. The motion **failed**.

Karen Bedics **moved** to appoint Bruce Whitesell to a one-year term as alternate on the ZHB. Chuck Halderman **seconded**. Voting **Yes**: Karen Bedics, Chuck Halderman. Voting **No**: Jim Brownlow, Barbara Lindtner, Rob Zisko. The motion **failed**.

Rob Zisko **moved** to appoint Gail Metzner to a one-year term as alternate on the ZHB. There was no second; the motion **failed**. Rob Zisko **moved** to appoint Dick Cernok to a one-year term as alternate on the ZHB. There was no second; the motion **failed**.

Chuck Halderman **moved** to appoint Bruce Whitesell and Jeffrey Lindtner to one-year terms as alternates on the ZHB. Karen asked if she could amend the motion to require the alternates to attend ZHB meetings so they could become familiar with the procedures. Barbara asked how an alternate would be determined. Rich does not feel that he has adequate information at this time to support moving to two alternates or to answer any of the other questions raised without reviewing the existing ordinance governing the ZHB. There was no second; the motion **failed**.

Rob Zisko **moved** to table appointing a ZHB alternate until January 8 to give Rich time to review the existing ordinance and provide information to the supervisors. Jim Brownlow **seconded**; the motion **passed** unanimously.

c. Historic Commission – Karen Bedics **moved** to appoint Joanne Graziano to a one-year term on the Historic Commission. Barbara Lindtner **seconded**; the motion **passed** unanimously.

d. Vacancy Board – Karen Bedics **moved** to appoint Hans Reimann to a one-year term on the Vacancy Board. Chuck Halderman **seconded**. Voting **Yes**: Karen Bedics, Chuck Halderman. Voting **No**: Jim Brownlow, Barbara Lindtner, Rob Zisko. The motion **failed**.

Rob Zisko **moved** to appoint Rod Wieder to a one-year term on the Vacancy Board. Jim Brownlow **seconded**. Voting **Yes**: Jim Brownlow, Barbara Lindtner, Rob Zisko. Voting **No**: Karen Bedics, Chuck Halderman. The motion **passed**.

e. EAC – Karen Bedics **moved** to appoint Cindy McCurdy and William Boyle to three-year terms and Marjorie Bilger to a one-year term on the EAC. Rob Zisko **seconded**; the motion **passed** unanimously.

f. Open Space Committee – Rob Zisko **moved** to appoint Pete Sleeman, Robert Cressman and Cindy McCurdy to three-year terms; Kelley Burland, Robert Morris and Hans Reimann for two-year terms; and David Long, Grant Reed and Jeff Lindtner to one-year terms on the Open Space Committee. Barbara Lindtner **seconded**; the motion **passed** unanimously.

Jim Brownlow **moved** to appoint Rob Zisko as Board liaison to the Open Space Committee. Barbara Lindtner **seconded**; the motion **passed** unanimously.

g. Emergency Management Coordinator – Rob Zisko **moved** to reappoint Michael Guarino as Emergency Management Coordinator. Barbara Lindtner **seconded** the motion **passed** unanimously.

Rob Zisko **moved** to reappoint Ed Ziegler as Emergency Management Deputy Coordinator. Chuck Halderman **seconded**; the motion **passed** unanimously.

h. Springtown Water Authority – Karen Bedics **moved** to reappoint Aimee Douglas to a five-year term and Allan Kugler to a four-year term on the Springtown Water Authority. Rob Zisko **seconded**; the motion **passed** unanimously.

i. Community Day Committee – Barbara Lindtner **moved** to reappoint Rose Strong, Willard Weierbach, Joanne Graziano and Nancy Kemmerer; and to appoint Dolores Weierbach to the Community Day Committee. Rob Zisko **seconded**; the motion **passed** unanimously.

Resolution for 2008 Taxes

Chuck Halderman **moved** to adopt Resolution 2008-001 setting the tax rates for 2008. Rob Zisko **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.
Earned Income Tax	½ of 1%
Earned Income Tax for funding Open Space Program	.25%
Real Estate Transfer Tax	½ of 1%
Amusement Tax	5%

Resolution 2008-02 Establishing Depository for Township Taxes

Rob Zisko **moved** to adopt Resolution 2008-002 setting Commerce 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. Chuck Halderman **seconded**. Voting **Yes**: Karen Bedics, Jim Brownlow, Chuck Halderman, Rob Zisko. **Abstaining**: Barbara Lindtner. The motion **passed**.

Public Comments

Ken Simmons is impressed with the supervisors and the way they discussed various issues.

Lenny Kramer congratulated the supervisors for having the officers sign their oaths of office and sealing them in a public meeting. Lenny said this has not happened in many past years and there were 18 – 20 years in township history when the township has had illegal supervisor representation. He thanked the Board for doing this in a public meeting.

Supervisors Comments

Chuck Halderman is looking forward to the discussion on the Zoning Hearing Board at tomorrow night's meeting.

Rob Zisko welcomed Barbara Lindtner to the Board and said it is nice to have her serving as a supervisor.

Adjournment

At 8:30 p.m., Jim Brownlow **moved** to adjourn the meeting. Karen Bedics **seconded**; the motion **passed** unanimously.

Respectfully submitted,

Sandra L. Everitt
Secretary/Treasurer

Next meetings: January 8, 2008
Approved: January 22, 2008