

**Board of Supervisors
REORGANIZATION MINUTES**

January 3, 2012

Supervisors Present: Barbara Lindtner, David Long, John Oehler and Rob Zisko. **Absent:** Volker Oakey
Also present: Jason Wager, Secretary/Treasurer, Rich Schilling, Township Manager/Zoning Officer and Terry Clemons, Solicitor.

Barbara Lindtner called the meeting to order at 7:35 p.m. and opened with the Pledge of Allegiance.

Debbie Godshall, Notary Public, administered the oath of office for newly elected supervisors John Oehler and David Long.

Organization

Barbara Lindtner **moved** to appoint Dave Long as temporary Chairperson. Rob Zisko **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to appoint Jason Wager as Township Secretary/Treasurer at an annual salary of \$45,000. Barbara Lindtner **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to appoint Sandy Everitt as Assistant Secretary/Treasurer at an hourly rate of \$23.34. John Oehler **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to appoint Barbara Lindtner as Chairperson of the Board of Supervisors. John Oehler **seconded**; the motion **passed** unanimously.

Dave Long **moved** to appoint Rob Zisko as Vice Chairperson. John Oehler **seconded**; the motion **passed** unanimously.

Administrative

John Oehler **moved** to hold regular Board meetings the fourth Tuesday of each month at 7:30 p.m. with work sessions to be held on the second Tuesday on an 'as needed' basis. Rob Zisko **seconded**; the motion **passed** unanimously. The first 2012 meeting will be held on January 24.

John Oehler **moved** to bond the treasurer for \$750,000. Rob Zisko **seconded**; the motion **passed** unanimously.

The following changes have been made to the *2012 Non-Uniform Employee Policy*. Under Section 11, after 20 years of employment that employee will have 5 weeks of vacation. In addition, no accumulation of vacation time is permitted unless approved by the Township Manager. Under Section 13, Bereavement Leave has been increased to four days for full-time employees upon the death of an immediate family member. Section 14 has been created for Jury Duty. The Township will pay the employee's normal pay scale for the first three days and the difference of pay received from the court and the employee's normal wages thereafter. Under Sections 16 and 17, coverage for Health and Dental Insurance shall be effective on the first of the month following the new employees start date. Under Section 19, if the Township has a list of 'preferred providers', the employee will be required to be seen by one of the providers on that list. John Oehler **moved** to adopt the *2012 Non-Uniform Employee Policy*. Dave Long **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to adopt mileage reimbursement in accordance with the IRS standard (currently .555/mile). Dave Long **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to approve the following agenda items:

- e. Planning Commission members' compensation at \$25 per meeting;
- f. Zoning Hearing Board compensation at \$35 per meeting;
- g. UCC Appeals Board compensation at \$35 per meeting;

John Oehler **seconded**; the motions **passed** unanimously.

Barbara Lindtner **moved** to keep QNB and/or PLGIT as depositories of funds. John Oehler **seconded**; the motion **passed** unanimously.

John Oehler **moved** to authorize the Treasurer to pay routine bills prior to Supervisors' meetings and allow the township engineer to authorize release of subdivision escrow funds when appropriate. Rob Zisko **seconded**; the motion **passed** unanimously.

Appointments

Barbara Lindtner **moved** appoint Richard Schilling as Township Manager at an annual salary of \$83,640. John Oehler **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to appoint Richard Schilling as the Pension Plan Administrator. John Oehler **seconded**; the motion **passed** unanimously.

Dave Long **moved** and John Oehler **seconded** the appointments of the following:

- c. Richard Pursell as Road Foreman at \$27.05 an hour;
- d. Richard Schilling as Zoning Officer at an annual salary of \$20,400;
- e. Code Master Inspection Services for Building Code enforcement (no increase from 2011);
- f. Debra Godshall as Zoning/Planning/Administration Assistant at \$14.91 per hour and Heather DiSario as Planning Commission Recording Secretary at \$17.00 per hour;
- g. Will Helm as Fire Marshall at \$1,000 per year;
- h. Michael McDonald as Officer-in-Charge at an annual salary of \$70,461;
- i. Mark Laudenslager, Ronald Jacoby and Jules Sepulveda as police officers at \$29.60 per hour;
- j. Road department workers John Hoferica (\$21.59 per hour); James Stevens (\$18.73 per hour); Jim Stahley (\$20.00 per hour); Cleaning Person (up to \$7,000 per year); Part-Time CDL/Equipment Operator (\$18.00 per hour); Part-Time Skilled Laborer (\$14.00 per hour);
- k. Clemons, Richter & Reiss PC, as Township Solicitor at \$135/hour (no increase since 2006);
- l. C. Robert Wynn Associates as Township Engineer at the rates listed on the January 2012 Schedule of per Diem fees;
- m. Hutchinson, Gillahan & Freeh, PC, as the CPA firm to audit township funds at a base fee for 2012 of \$6,600 for Township accounts, \$2,150 for audit of pension plans and \$85/hour for additional services;
- n. Jason Wager, Michael McDonald and Rich Pursell as the Pension Committee;
- o. Stephen P. Imms, Jr., as Zoning Hearing Board Solicitor at \$115/hour;

The motion **passed** unanimously.

Vacancies

Barbara Lindtner **moved** to reappoint Bruce Fritchman to a four-year term (ending 12/31/15) on the **Planning Commission**. John Oehler **seconded**; the motion **passed** unanimously. Barbara Lindtner **moved** to appoint Karen Bedics to a four-year term (ending 12/31/15). Rob Zisko **seconded**; the motion **passed** unanimously. Barbara Lindtner **moved** to appoint Stephen Smith (ending 12/31/12) to a one-year term to fulfill Peter Lamana's term. John Oehler **seconded**; the motion **passed** unanimously.

Dave Long **moved** to reappoint David Reitz to a three-year term (ending 12/31/14) on the **Zoning Hearing Board**. John Oehler **seconded**; the motion **passed** unanimously. There are two alternate positions open.

There were no letters received for the one opening for a five-year term on the **Historic Commission**.

Rob Zisko **moved** to reappoint Rod Wieder to a one-year term (ending 12/31/12) on the **Vacancy Board**. John Oehler **seconded**; the motion **passed** unanimously.

Barbara Lindtner **moved** to reappoint Dennis Steskal to a three-year term (ending 12/31/14) on the **Environmental Advisory Council**. John Oehler **seconded**; the motion **passed** unanimously. There remain three openings (2 terms unfilled in 2010 and resignation letter received from Scott Douglas, which was accepted by board).

Barbara Lindtner **moved** to reappoint Dave Long and Nevada Mease to three-year terms (ending 12/31/14) on the **Open Space Committee**. Dave Long was appointed as the Board Liaison to the Open Space Committee. Rob Zisko **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to appoint Curtis Reiss as **Emergency Management Coordinator** and Edward Ziegler as Emergency Management Deputy Coordinator. John Oehler **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to appoint Allen Kugler to a five-year term (ending 12/31/16) for **Springtown Water Authority Board**. John Oehler **seconded**; the motion **passed** unanimously.

There were no letters received for the **Community Day Committee**. Currently there are no members on the committee.

Resolution for 2012 Taxes

Barbara Lindtner **moved** to adopt Resolution 2012-001 setting the 2011 tax rates. John Oehler **seconded**; the motion **passed** unanimously. The township tax rates for 2012 are:

- 1) Real Estate Tax: 4.5 mills
- 2) Street Light Tax:
 - Dist. 1 - Springtown - \$0.386/front footage
 - Dist. 2 - Trolley Bridge Circle - \$124.86/parcel
 - Dist. 3 - Rowland Lane - \$86.69/parcel
 - Dist. 4 - Sonny Lane - \$43.39/parcel
 - Dist. 5 - Spring Hill (Woodbyne) - \$23.82/parcel
- 3) Earned Income Tax: 1/2 of 1%
Earned Income Tax
Open Space Preservation: 1/4 of 1%
- 4) Real Estate Transfer Tax: 1/2 of 1%
- 5) Amusement Tax: 5%
- 6) Local Services Tax: \$52/year in accordance with Ordinance #145

Rob Zisko **moved** to adopt Resolution 2012-002 designating Team Capital Bank as the depository for Springfield Township's real estate taxes. John Oehler **seconded**; the motion **passed** unanimously.

Barbara Lindtner **moved** to appoint John Oehler as the Board's voting delegate to the PSATS State Convention in May 2012. Barbara Lindtner recommended that Jason Wager attend also if he is available. Rob Zisko **seconded**; the motions **passed** unanimously.

Public Comments

There were no public comments.

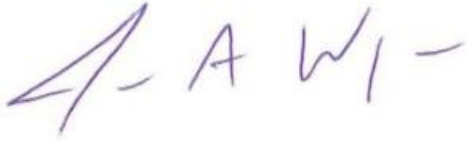
Supervisor Comments

Rob Zisko questioned about the Marcellus Shale Ordinance adoption. It was decided that more information was needed and that this would be discussed at a future meeting.

Adjournment

At 8:37 p.m., Rob Zisko moved to adjourn the meeting. John Oehler seconded; the motion passed unanimously.

Respectfully submitted,

A handwritten signature in blue ink that reads "J. A. Wager". The signature is written in a cursive style with a horizontal line at the end.

Jason A. Wager
Township Secretary/Treasurer

Next meeting: January 24, 2011
Approved: January 24, 2011