

Board of Supervisors

REORGANIZATION MINUTES

January 7, 2013

Supervisors Present: Barbara Lindtner, David Long, John Oehler, Rob Zisko and Volker Oakey

Also present: Rich Schilling (Township Manager) and Jason Wager (Secretary/Treasurer)

Barbara Lindtner called the meeting to order at 7:00 p.m. and opened with the Pledge of Allegiance.

Organization

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

Barbara Lindtner **moved** to appoint Jason Wager as Township Secretary/Treasurer at an annual salary of \$46,350. Volker Oakey **seconded**; the motion **passed** unanimously.

Dave Long **moved** to appoint Rob Zisko as Chairperson. There was no second. The motion did not pass. Volker Oakey **moved** to appoint Barbara Lindtner as Chairperson of the Board of Supervisors. Rob Zisko **seconded**; the motion **passed**. Barbara Lindtner **abstained**.

Barbara Lindtner **moved** to appoint Rob Zisko as Vice Chairman. John Oehler **seconded**; the motion **passed**. Rob Zisko **abstained**.

Administrative

Rob Zisko **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. John Oehler **seconded**; the motion **passed** unanimously.

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

Dave Long questioned if paid time off and employee reviews should be added to the current Non-Uniform Employee Policy. Rich Schilling informed the Board that a new updated policy incorporating these items would be presented in the spring. John Oehler **moved** to adopt the *2013 Non-Uniform Employee Policy*. Volker Oakey **seconded**; the motion **passed** unanimously.

Dave Long **moved** to adopt mileage reimbursement in accordance with the IRS standard (currently .565/mile). John Oehler **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.

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

Barbara Lindtner **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. John Oehler **seconded**; the motion **passed** unanimously.

Appointments

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

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

Rob Zisko **moved** to appoint Richard Pursell as Road Foreman at \$27.86 per hour. Barbara Lindtner **seconded**; the motion **passed** unanimously.

Barbara Lindtner **moved** to appoint Richard Schilling as Zoning Officer at an annual salary of \$20,400. Rob Zisko **seconded**; the motion **passed** unanimously.

Barbara Lindtner **moved** to appoint CodeMaster Inspection Services for Building Code enforcement. John Oehler **seconded**; the motion **passed** unanimously.

Dave Long **moved** to appoint Debra Godshall as Zoning/Planning/Administration Assistant at \$15.36 per hour and Heather DiSario as Planning Commission Recording Secretary at \$17.00 per hour. Barbara Lindtner **seconded**; the motion **passed** unanimously.

John Oehler **moved** to appoint Will Helm as Fire Marshall at \$1000 per year. Rob Zisko **seconded**; the motion **passed** unanimously.

John Oehler **moved** to appoint Mike McDonald as Police Chief at an annual salary of \$72,575. Barbara Lindtner **seconded**; the motion **passed** unanimously.

Dave Long **moved** to appoint Mark Laudenslager, Ronald Jacoby and Jules Sepulveda as Police Officers at \$30.49 per hour. John Oehler **seconded**; the motion **passed** unanimously.

John Oehler **moved** to appoint John Hoferica (\$22.24 per hour), James Stahley (\$20.60 per hour) and James Stevens (\$19.29 per hour) as Road Department workers and a cleaning person for up to \$7,000 per year, Part-Time CDL/Equipment Operators at \$18.00 per hour and a Part-Time Skilled Laborers at \$14.00 per hour. Rob Zisko **seconded**; the motion **passed** unanimously.

Dave Long asked the Board if everyone was satisfied with the current Township Solicitor. Everyone stated there have been a few mistakes, but they were very comfortable and overall satisfied with their performance. Volker Oakey added that he thought any mistakes should be addressed at the time of the mistake and this was not the time to discuss this. John Oehler **moved** to appoint Clemons, Richter & Reiss PC as Township Solicitor at \$140 per hour. Barbara Lindtner **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to appoint C. Robert Wynn Associates as Township Engineer at the January 2013 Schedule of Per Diem fees. John Oehler **seconded**; the motion **passed** unanimously.

The Board discussed acquiring quotes on a yearly basis to help keep costs in line with the outside agencies working with the Township.

Dave Long **moved** to appoint Hutchinson, Gillahan & Freeh PC as the CPA firm to audit Township funds at a base fee for 2013 of \$6,650 for the Township accounts, \$2,200 for the pension plans and \$90 per hour for additional services. John Oehler **seconded**; the motion **passed**. Barbara Lindtner and Rob Zisko **abstained** because they are clients of Hutchinson, Gillahan & Freeh.

Rob Zisko **moved** to appoint Rich Pursell, Jason Wager and Michael McDonald to the Township Pension Committee. John Oehler was appointed as Board Liaison. Barbara Lindtner **seconded**; the motion **passed** unanimously.

Rob Zisko **moved** to appoint Stephen P. Immes, Jr. as the Zoning Hearing Board Solicitor at \$115 per hour. Dave Long **seconded**; the motion **passed** unanimously.

John Oehler **moved** to appoint Grim, Biehn & Thatcher as the UCC Appeals Board Solicitor at \$140 per hour. Dave Long **seconded**; the motion **passed** unanimously.

John Oehler **moved** to appoint Curtis Reiss as Emergency Management Coordinator at \$15.00 per hour and Edward Ziegler as Emergency Management Deputy Coordinator. Dave Long **seconded**; the motion **passed** unanimously.

Vacancies

Barbara Lindtner **moved** to reappoint Bobb Carson and Stephen Smith to four-year terms (ending 12/31/16) on the **Planning Commission**. Dave Long **seconded**; the motion **passed** unanimously.

There were no letters received for the one regular opening for a three-year term on the **Zoning Hearing Board**. There are two alternate positions open.

Rob Zisko **moved** to reappoint Rod Wieder to a one-year term (ending 12/31/13) on the **Vacancy Board**. John Oehler **seconded**; the motion **passed** unanimously.

Barbara Lindtner **moved** to reappoint Hans Reimann to a three-year term (ending 12/31/15) and appoint Lorna Midgelow-Yearwood to a three-year term (ending 12/31/15) on the **Environmental Advisory Council**. John Oehler **seconded**; the motion **passed** unanimously. There is one opening for a three-year term open.

Rob Zisko **moved** to reappoint Jeff Lindtner and Hans Reimann to three-year terms (ending 12/31/15) on the **Open Space Committee**. Dave Long was appointed as the Board Liaison to the Open Space Committee. John Oehler **seconded**; the motion **passed** unanimously.

There were no letters received for the one-year term remaining from Kenneth Simmons resignation for **Springtown Water Authority Board**.

John Oehler **moved** to appoint Jim Hopkins, Joy Scott, Walt French, Emily French, Nancy Hottle and Jim Nilsen to **Community Day Committee**. Dave Long **seconded**; the motion **passed** unanimously.

There were no letters received for the three-year term opening on the **UCC Appeals Board**.

Rob Zisko **moved** to appoint Jim Nilsen to the **Ag Security Board**. Dave Long **seconded**; the motion **passed** unanimously.

Resolution for 2013 Taxes

John Oehler **moved** to adopt Resolution 2013-01 setting the 2013 tax rates. Rob Zisko **seconded**; the motion **passed** unanimously. The township tax rates for 2013 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

John Oehler **moved** to adopt Resolution 2013-02 designating Team Capital Bank as the depository for Springfield Township's real estate taxes. Dave Long **seconded**; the motion **passed** unanimously.

Barbara Lindtner **moved** to appoint John Oehler as the Board's voting delegate to the PSATS State Convention in April 2013. Rob Zisko **seconded**; the motions **passed** unanimously. The Board also discussed Rich Pursell attending the convention this year.

Public Comments

There were no public comments.

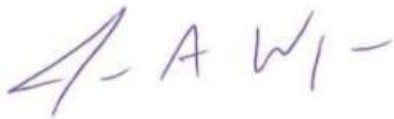
Supervisor Comments

There were no Supervisor comments.

Adjournment

At 7:38 p.m., Dave Long **moved** to adjourn the meeting. Rob Zisko **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, slightly slanted style.

Jason A. Wager
Township Secretary/Treasurer

Next meeting: January 22, 2013

Approved: January 22, 2013