**PENN TOWNSHIP BOARD OF SUPERVISORS**

**1301 Centerville Road**

**Newville, PA 17241**

**Tel: 717-486-3104 Fax: 717-486-3522**

**Reorganization Meeting**

**January 6, 2020**

Supervisor Martin called the meeting to order and led everyone in the Pledge of Allegiance to the Flag.

Those present: Supervisor Gary Martin, Supervisor Ken Sheaffer, Supervisor Ron Tritt, Treasurer Martha Sheaffer, Assistant Secretary Trina Manetta and Secretary Vicki Knepp.

**PUBLIC COMMENT**

 Eli Burkholder of Hair Road asked why he needed a permit to put a fence around his strawberries. He stated it will be moved every three years. Supervisor Tritt said he was told that agricultural fences were exempt from needing permits. Tim Knepp stated that is not true, they are exempt for certain restrictions of the ordinance, but still require a permit. Supervisor Tritt made a motion to grant Mr. Burkholder a waiver from having a permit to install his fence. Supervisor Sheaffer seconded the motion. Motion approved.

**APPOINTMENT OF TEMPORARY OFFICERS**

Supervisor Tritt made a motion to appoint Supervisor Martin as the Temporary Chairman. Supervisor Sheaffer seconded the motion. Motion carried.

Supervisor Tritt made a motion to nominate Vicki Knepp as Temporary Secretary. Supervisor Sheaffer seconded the motion. Motion approved.

**ELECTION OF BOARD CHAIRMAN AND APPOINTMENT OF TOWNSHIP STAFF**

Supervisor Sheaffer nominated Supervisor Martin as Chairman. Supervisor Tritt seconded the motion. Motion approved. By voice vote Supervisor Martin was elected Chairman.

Supervisor Tritt nominated Supervisor Sheaffer as Vice-Chairman. Chairman Martin seconded the motion. By voice vote Supervisor Sheaffer was elected Vice-Chairman.

Chairman Martin nominated Vicki Knepp as Secretary. Supervisor Tritt seconded the motion. By voice vote Vicki Knepp was elected Secretary.

Chairman Martin made a motion to appoint Trina Manetta as Treasurer. Supervisor Tritt seconded the motion. Motion approved.

**NEW BUSINESS**

Resolution 2020-01 Appointment of Township Staff – The Resolution was voted on in sections. Vice Chairman Sheaffer made a motion to appoint the Township Staff with the following changes: add Carrie Collins as Grant Coordinator, Remove Assistant Zoning Officer, and add Fire Marshal Bob Kough and Assistant Fire Marshall Tim Knepp. Supervisor Tritt seconded the motion. Motion approved. Vice Chairman Sheaffer made a motion to approve the Appointed Elected Officials with the following changes: appoint Ron Tritt as the alternate delegate to WCCOG. Supervisor Tritt seconded the motion. Motion approved. Chairman Martin made a motion to approve the Appointed Legal Counsel, Engineer and Sewage Enforcement Officer. Supervisor Tritt seconded the motion. Motion carried. Supervisor Tritt made a motion to approve the Fire Police Listing. Chairman Martin seconded the motion. Motion approved. Supervisor Tritt made a motion to appoint the Board and Commission Vacancies. Chairman Martin seconded the motion. Motion approved. Supervisor Tritt made a motion to accept the Miscellaneous Actions. Vice Chairman Sheaffer seconded the motion. Motion approved.

Resolution 2020-02 Establishing Wages, Commissions and Mileage Rates -Vice Chairman Sheaffer made a motion to approve Resolution 2020-02. Supervisor Tritt seconded the motion. Motion approved.

Resolution 2020-03 Schedule of Fees - Vice Chairman Sheaffer made a motion to approve the 2020 fee schedule. Supervisor Tritt seconded the motion. Motion approved. Motion approved.

Resolution 2020-04 Personnel Manual - Chairman Martin made a motion to approve Resolution 2020-04. Vice Chairman Sheaffer seconded the motion. Motion approved.

Resolution 2020-05 Establishing Staff Holidays, Hours of Work & Board of Supervisor Meeting Dates – Supervisor Tritt made a motion to approve resolution 2020-05. Vice Chairman Sheaffer seconded the motion. Motion approved.

Resolution 2020-06 Equipment Schedule of Fees – Vice Chairman Sheaffer made a motion to approve Resolution 2020-06. Supervisor Tritt seconded the motion. Motion approved.

Resolution 2020-07 Special Fire Police Policy – Bob Kough stated that County Control has changed the designation from Special Fire Police to Fire Police. Vice Chairman Sheaffer made a motion to approve Resolution 2020-07 with the change from Special Fire Police to Fire Police. Supervisor Tritt seconded the motion. Motion approved.

Resolution 2020-08 Authorizing Road Supervisors and Employees of Penn Township Road Crew to work on projects in cooperation with Cooke, Dickinson, North Newton, South Newton and West Pennsboro Townships. Supervisor Tritt made a motion to approve Resolution 2020-08. Vice Chairman Sheaffer seconded the motion. Motion approved.

Resolution 2020-09 Authorizing Auxiliary Events – Vice Chairman Sheaffer made a motion to accept Resolution 2020-09 listing events to be held by the Fire Company Auxiliary in 2020 (see Resolution Book). Supervisor Tritt seconded the motion. Motion approved.

**OLD BUSINESS**

 None

**ADJOURNMENT**

Supervisor Tritt made a motion to adjourn. Vice Chairman Sheaffer seconded the motion. Motion carried.

*Next Meeting Monday, January 6, 2020 at the conclusion of this meeting.*

Respectfully submitted,

Vicki Knepp, Secretary