

PENN TOWNSHIP BOARD OF SUPERVISORS
1301 Centerville Road
Newville, PA 17241
Tel: 717-486-3104 Fax: 717-486-3522
Reorganization Meeting
January 5, 2015

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 Amos Seiders, Solicitor Marcus McKnight, Treasurer Martha Sheaffer and Secretary Vicki Knepp

PUBLIC COMMENT

None

APPOINTMENT OF TEMPORARY OFFICERS

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

Supervisor Martin nominated Vicki Knepp to be Temporary Secretary. Nominations were closed.

ELECTION OF BOARD CHAIRMAN AND APPOINTMENT OF TOWNSHIP STAFF

Temporary Chairman Sheaffer nominated Supervisor Martin as Chairman. Nomination closed. By voice vote Supervisor Martin was elected Chairman.

Chairman Martin nominated Supervisor Sheaffer as Vice-Chairman. Nomination closed. By voice vote Supervisor Sheaffer was elected Vice-Chairman.

Chairman Martin nominated Vicki Knepp as Secretary. Nomination closed. By voice vote Vicki Knepp was elected Secretary.

Chairman Martin nominated Martha Sheaffer as Treasurer. Nomination closed. By voice vote Martha Sheaffer was elected Treasurer.

NEW BUSINESS

Resolution 2015-001 Appointment of Township Staff. The Resolution was voted on in sections. Chairman Martin read the Township Staff and asked for discussion. Vice Chairman Sheaffer made a motion to approve the appointment of Township Staff with the addition of Jim Sheaffer as Assistant Codes Enforcement Officer. Supervisor Seiders seconded the motion. Motion carried. Vice Chairman Sheaffer made a motion to approve the appointment of elected officials. Chairman Martin seconded the motion. Motion carried. Vice Chairman Sheaffer made a motion to approve the appointment of legal counsel, engineering firm and sewage enforcement officer with the addition of Jim Maun as Assistant Codes Enforcement Officer. Supervisor Seiders seconded the motion. Motion carried. Vice Chairman Sheaffer made a motion to approve the Fire Police listing as amended. Supervisor Seiders seconded the motion. Motion carried. Vice Chairman Sheaffer made a motion to approve the board and commission vacancies and reappointments. Supervisor Seiders seconded the motion. Vice Chairman Sheaffer made a motion to accept the miscellaneous actions and treasurer bond with the change of Sovereign Bank to Santander Bank. Supervisor Seiders seconded the motion. Motion carried.

Resolution 2015-002 Establishing Wages, Commissions and Mileage Rates. There was a discussion regarding wage increases for staff. Vice Chairman Sheaffer stated he understood that the health insurance has gone up \$15,000 from the previous year. The Treasurer checked it out and verified that it was correct. The issue seems to be with the health insurance for Supervisor Seiders and his wife. Instead of being on Medicare Supplemental they have been enrolled in regular insurance. The Solicitor stated this cannot be done, because they are on Medicare. The Treasurer was directed to contact PSATS and get this corrected. Vice Chairman Sheaffer made a motion to table Resolution 2015-002 until such time as the insurance issue is corrected and then they will look at wages retroactive. Chairman Martin seconded the motion. Motion approved.

Resolution 2015-003 Schedule of Fees. Chairman Martin stated that Township fees are remaining the same as in 2014. The SEO has increased his fees and we are not sure what the Engineering fees will be until a new engineer is selected. There are engineering fees included on the fee schedule. These are the fees of the current Engineer. Vice Chairman Sheaffer made a motion to accept Resolution 2015-003. Supervisor Seiders seconded the motion. Motion approved.

Resolution 2015-004 Personnel Manual - Chairman Martin stated the only change to the Personnel Manual was on page 17 to the dates when staff would change to a four day week, March 22, 2015, return to a five day week on October 17, 2015. Vice Chairman Sheaffer made a motion to approve Resolution 2015-004. Chairman Martin seconded the motion. Motion carried.

Resolution 2015-005 Establishing Staff Holidays, Hours of Work & Board of Supervisor Meeting Dates – Chairman Martin made a motion to approve the resolution. Vice Chairman Sheaffer seconded the motion. Motion carried.

ADJOURNMENT

Chairman Martin made a motion to adjourn. Supervisor Seiders seconded the motion. Motion carried.

Respectfully submitted,

Vicki Knepp, Secretary