

**HAINES TOWNSHIP
BOARD OF SUPERVISORS
JANUARY 6, 2020**

APPOINTMENT OF TEMPORARY CHAIR. & SECY.

Delmer Homan motioned to appoint Daryl Schafer as temporary Chairman and Susan Wenrick as temporary Secretary. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Homan – Yes Fred L. - Yes D. Schafer – Yes

CALL TO ORDER

Temporary Chairman, Daryl Schafer call the January 6, 2020 organization/business meeting to order at approximately 5:02 P.M. The meeting was held in Township municipal building located at 153 S. Rachel’s Way in Aaronsburg, PA 16820.

In attendance were: Daryl Schafer, Delmer Homan, Fred Lingle, Susan Wenrick, Mark Hosterman, Charles Valentine, Patricia Valentine and Bari Deaven.

NOMINATE & ELECT BOARD OFFICERS

Fred Lingle nominated Daryl Schafer for Chairman of the Board of Supervisors. Delmer Homan seconded the nomination and Daryl Schafer accepted the nomination.

Vote to elect nominee: F. Lingle – Yes D. Homan – Yes D. Schafer – Yes

Daryl Schafer nominated Delmer Homan for Vice-Chairman of the Board of Supervisors. Fred Lingle seconded the nomination and Delmer Homan accepted the nomination.

Vote to elect nominee: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

Daryl Schafer nominated Susan Wenrick for Secretary-Treasurer. Fred Lingle seconded the nomination and Susan Wenrick accepted the nomination.

Vote to elect nominee: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

PUBLIC COMMENTS

None given.

SET COMPENSATION RATES

Daryl Schafer moved to set the compensation rates for the Secretary-Treasurer, Roadmaster and Road Laborer as listed on the agenda and as approved in the 2020 budget. Delmer Homan seconded the motion and the motion was carried. Vote: D. Schafer – Yes D. Homan – Yes F. Lingle – Yes

As Listed: Secretary-Treasurer Salary \$43,723 w/benefits, Roadmaster FT Hourly \$20.50, OT \$30.75 w/benefits, PT As Needed Hourly \$15 w/no benefits and PT Road Laborer & Equipment Operator Hourly Wage Range (\$14.50 -\$18.00) w/limited benefits (Currently Vacant).

SET MILEAGE REIMBURSEMENT RATE

Daryl Schafer moved to set the 2020 mileage reimbursement rate to reflect the IRS Standard Rate which is currently .575 cents per mile. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

AFFIRM WORKING SUPERVISORS

Daryl Schafer motion to affirm that Supervisors would work only on an “as needed” basis and recommended a working Supervisor pay scale of \$15.00 per hour with no benefits. The hourly rate would be the same for non-CDL and CDL licensed Supervisors. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes F. Lingle – Yes

ESTABLISH BOND

Daryl Schafer motioned to establish the current Treasurer’s Bond at \$1,250,000 with Selective Insurance. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

BOARD APPOINTMENTS

Daryl Schafer motioned to appoint the slate of appointees as listed on the agenda. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Schafer – Yes F. Lingle – Yes D. Homan

Appointees List:

Township’s Solicitor: Timothy A. Schoonover

Vacancy Board Chairman: Donn Fetterolf

Sewage Enforcement Officer: Pamela R. Winter

Alternate SEO: Laron E. Horner

Auditor: Patricia Valentine (2Yr.)

Planning Commission: Re-appoint Charles Valentine & Samuel Derugen (each 4Yr.)

Aaronsburg Municipal Authority: Jesse Grove (5Yr.)

Woodward Municipal Authority: Tracy Ridenour (5Yr.) & Pamela Velasquez (1Yr.)

PVEMS Representative: Bari Deaven

ZHB: Karen Fultz (3Yr.)

Alt. ZHB: Vacant

Fire Tax Committee: Daryl Schafer

CCMPO PV Representatives: Re-appoint Dick Decker & Joel Myers

Twp. Engineer: Fill as needed.

CONFIRMATIONS OF EXISTING APPOINTMENTS

Daryl Schafer motioned to confirm the existing appointments as listed on the agenda. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

Existing Appointees List:

Building Code Official: Rodney Neitz w/CKCOG

Zoning Officer: Pamela R. Winter

Twp. EIT Collector: Centre Tax Agency

Local Emergency Management Coordinator: Delmer Homan

PVRPC: Daryl Schafer (Exp. 12/31/20) 2Yr.

CCTCC: Daryl Schafer Voting Rep. & Alternate Delmer Homan

Deputy Tax Collector: Donna Miller

CKCOG Representative: Fred Lingle (Exp. 12/31/21) 3Yr.

Third-party Pension Administrator: PA Pension Planners

Investment Advisory Services: Comprehensive Financial Group

APPROVE

Daryl Schafer motioned to approve Resolution No. 01-2020, a resolution naming the depositories of choice (JSSB & MBTC) for all Township funds. Fred Lingle seconded the motioned and the motion was carried.

Vote: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

Daryl Schafer motioned to approve Resolution No. 02-2020, adopting the 2020 Fee schedule for the Sewage Enforcement Officer and the Alternate SEO. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

Daryl Schafer motioned to approve Resolution No. 03-2020, a resolution appointing Karen Fultz to a three year term on the Zoning Hearing Board. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes F. Lingle – Yes

Daryl Schafer motioned to approve Resolution No. 04-2020, a disposition resolution for non-permanent records. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Schafer – Yes F. Lingle- Yes D. Homan – Yes

ESTABLISH

Daryl Schafer motioned to establish the 2020 meeting schedule for the Haines Township Board of Supervisors as follows: the third Thursday of each month with the exception of June & November, all meetings will begin at 6:30 P.M. and meetings be held at the Township’s municipal building. Dates: 02/20, 03/19, 04/16, 05/21, 06/11, 07/16, 08/20, 09/17, 10/15, 11/12 and 12/17. Fred Lingle seconded the motion and the motion was carried. Vote: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

CERTIFY

Delmer Homan made a motion to appoint Daryl Schafer as the voting delegate to the 2020 annual PSATS conference. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Homan – Yes F. Lingle – Yes D. Schafer – Yes

MINUTES APPROVAL

Delmer Homan motioned to approve the meeting minutes from 12/12/19 as presented. Daryl Schafer seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – Yes F. Lingle – Yes

TREASURER’S REPORT

Daryl Schafer motioned to approve Treasurer’s Report dated 12/31/19 and Treasurer’s Report #1 dated 01/06/20 as presented and file for audit. Fred Lingle seconded the motion and the motion was carried.

Vote: D. Schafer – Yes F. Lingle – Yes D. Homan - Yes

Daryl Schafer motioned to approve and sign the 2019 Financial Conditions Report as presented. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes F. Lingle – Yes

The Treasurer reported that the 2019 Actual Use Report had been filed online and the Treasurer provided copies of the 2019 year-end balance sheet reports for all funds.

Fred Lingle motioned to approve the Treasurer’s request to pay all operational expenses, payroll and taxes until the next regular meeting in February. Daryl Schafer seconded the motion and the motioned carried.

Vote: F. Lingle – Yes D. Schafer – Yes D. Homan – Yes

ROADMASTER

Mark Hosterman reported that he took the 2019 Chevy Truck to Blaise Alexander to clear a computer code, worked on tires for the John Deere tractor, fixed couple of signs, cindered today, took a load of junk to Pheasant Valley Recycling and mixed cinders. Mr. Hosterman stated he may order two more loads of salt this year.

HTPC

Their organization meeting is scheduled for January 8th.

PVRPC

Their next meeting is scheduled for January 28th.

HAMA

Patricia Valentine asked the Board of Supervisors for permission to hold HAMA’s 2020 monthly meetings in the Township office. Meetings will be the third Wednesday of each month. There were no objections by the Board. Patricia Valentine gave the Board of Supervisors copies of a letter from Uni-Tec Consulting Engineers informing HAMA that they would need a line of credit for their water system improvement project in the amount of \$650,000. Mrs. Valentine explained that MBTC would not authorize such a line of credit unless it is backed by the Township. The credit line will be used to pay up front costs until HAMA secures funding from PENNVEST. No decision was made by the Board concerning the request for the LOC backing. The Township Secretary asked the Board if they wanted to check to see how much actual debt the Township can guarantee.

HWMA

The Township received a copy of HWMA’s 2018 audit.

PVEMS

Bari Deaven announced their next meeting was January 8th.

CORRESPONDENCE

No actions were taken.

OLD BUSINESS

None.

NEW BUSINESS

Daryl Schafer motioned to hire Tracy Ridenour as a part-time “As Needed” employee. Fred Lingle seconded the motion and the motion was carried. Vote: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

Daryl Schafer motioned to approve Resolution No. 05-2020, a resolution of plan revision for new land development by Powdr-Woodward PA, LLC for Preliminary/Final Land Development, Phase VIII, contingent upon a review of the component 2 planning module by the Township’s SEO to determine completeness of the module and to make sure there has been no change to the scope of work. After the SEO’s review is completed and no issues are found, the resolution, transmittal letter, completeness checklist and Section Q of the module entitled “Municipal Actions” will be executed by the appropriate Township officials. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan- Yes F. Lingle – Yes

ADJOURNMENT

Fred Lingle motioned to adjourn the 01/06/20 organization/business meeting of the Haines Township Board of Supervisors at approximately 6:00 P.M. Daryl Schafer seconded the motion and the motion was carried.

Vote: F. Lingle – Yes D. Schafer – Yes D. Homan – Yes