

**HAINES TOWNSHIP
BOARD OF SUPERVISORS
JANUARY 4, 2021**

APPOINTMENT OF TEMPORARY CHAIR. & SECY.

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

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

CALL TO ORDER

Temporary Chairman, Daryl Schafer call the January 4, 2021 organization/business meeting to order at approximately 5:07 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 and Patricia Valentine.

NOMINATE & ELECT BOARD OFFICERS

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

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

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

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

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

Vote to elect nominee: F. Lingle – Yes D. Schafer – 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/Equipment operators as included and approved in the 2021 budget. Delmer Homan seconded the motion and the motion was carried. Vote: D. Schafer – Yes D. Homan – Yes F. Lingle – Yes

Budgeted: Secretary-Treasurer Salary \$44,598 w/benefits, Roadmaster FT Hourly \$20.91, OT \$31.37 w/benefits and Road Laborer & Equipment Operators PT Hourly \$15.81 w/limited benefits.

SET MILEAGE REIMBURSEMENT RATE

Daryl Schafer moved to set the 2021 mileage reimbursement rate to reflect the IRS Standard Rate which is currently .56 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. Delmer Homan seconded the motion and the motion was carried.

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

BOARD APPOINTMENTS

Fred Lingle motioned to re-appoint Timothy A. Schoonover as the Township's solicitor for 2021. Delmer Homan seconded the motion and the motion was carried. Vote: F. Lingle – Yes D. Homan – Yes D. Schafer – Yes

Daryl Schafer motioned to appoint Donn Fetterolf as the Vacancy Board Chairman. Delmer Homan seconded the motion and the motion was carried. Vote: D. Schafer – Yes D. Homan – Yes F. Lingle – Yes

The open position for a Planning Commission member will remain vacant at this time. (4 yr. term)

Fred Lingle motioned to appoint Russel Burkholder to serve a five year term on the Haines-Aaronsburg Municipal Authority and to appoint Derek Hart to complete the remainder of an existing term of one year on the Authority board. Daryl Schafer seconded the motion and the motion was carried.

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

Daryl Schafer motioned to re-appoint Pamela Velasquez to a five year term on the Haines-Woodward Municipal Authority. Fred Lingle seconded the motion and the motion was carried.

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

Daryl Schafer motioned to re-appoint Bari Deaven as the Township's representative to the PVEMS board. Delmer Homan seconded the motion and the motion was carried.

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

The positions of a Zoning Hearing Board member and Alternate will remain vacant at this time. (3 yr. terms)

Fred Lingle motioned to appoint Daryl Schafer as the Township's representative to the Penns Valley Regional Planning Commission for a term of two years. Delmer Homan seconded the motion and the motion was carried. Vote: F. Lingle – Yes D. Homan – Yes D. Schafer – Yes

Fred Lingle motioned to appoint Daryl Schafer as the elected official representing Haines Township on the joint Fire Tax Committee. Delmer Homan seconded the motion and the motion was carried.

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

The position of Township Engineer will be filled as needed.

Daryl Schafer motioned to acknowledge 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 Appointments as listed: Building Code Official: Rodney Neitz w/CKCOG, Twp. EIT Collector: Centre Tax Agency, Local Emergency Management Coordinator: Delmer Homan, CCTCC: Daryl Schafer Voting Rep. & Alternate Delmer Homan, Deputy Tax Collector: Donna Miller, CKCOG Representative: Fred Lingle (3 yr. term, expires 12/31/2021), Third-party Pension Administrator: PA Pension Planners, Investment Advisory Services: Comprehensive Financial Group and CCMPO: PV representatives, Dick Decker on the Coordinating Committee and Joel Myers on the Technical Committee (2 year terms.)

APPROVE

Daryl Schafer motioned to approve Resolution No. 01-2021, a resolution naming the depositories of choice (JSSB & MBTC) for all Township funds. Fred Lingle seconded the motion and the motion was carried.

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

Fred Lingle motioned to approve Resolution No. 02-2021, a resolution appointing the Sewage Enforcement Officer and the Alternate SEO and adopting their 2021 fee schedule. Daryl Schafer seconded the motion and the motion was carried. Vote: F. Lingle – Yes D. Schafer – Yes D. Homan – Yes

Fred Lingle motioned to approve Resolution No. 03-2021, a resolution appointing the Zoning Officer and Alternate Zoning Officer and their 2021 fee schedule. Delmer Homan seconded the motion and the motion was carried. Vote: F. Lingle – Yes D. Homan – Yes D. Schafer – Yes

ESTABLISH

Daryl Schafer motioned to establish the 2021 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 will be held at the Township's municipal building. Dates: 02/18, 03/18, 04/15, 05/20, 06/15, 07/15, 08/19, 09/16, 10/21, 11/16 and 12/16. Fred Lingle seconded the motion and the motion was carried. Vote: D. Schafer – Yes F. Lingle – Yes D. Homan – Yes

CERTIFY

Fred Lingle made a motion to appoint Daryl Schafer as the voting delegate to the 2021 annual PSATS conference. Delmer Homan seconded the motion and the motion was carried.

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

MINUTES APPROVAL

Fred Lingle motioned to approve the meeting minutes from 12/17/20 as presented. Delmer Homan seconded the motion and the motion was carried. Vote: F. Lingle – Yes D. Homan – Yes D. Schafer – Yes

TREASURER'S REPORT

Daryl Schafer motioned to approve the Treasurer's Report dated 12/31/20 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 the Treasurer's request to pay all operational expenses, payroll and taxes until the next regular meeting in February. Fred Lingle seconded the motion and the motion was carried.

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

Copies of the 2020 year-end balance sheets for all funds were made available to the Board and public. Copies of the completed and filed 2020 Actual Use Report for State Funds was given to the Board and the Treasurer gave a brief overview of the DCED 2020 Financial Conditions Report.

ROADMASTER

Mark Hosterman reported that repairs were made to the '94 and '06 trucks, the garage doors from Buffalo Valley were installed and he picked up the new scrapper blade from Hoover's. Mr. Hosterman reported damage to Kramer Road which was tarred and chipped in 2020. It appears that water is breaking up a 3X5 foot section on the edge of the road near the corner of Poorman's shop. The area will need to be cut out and hot-patched when the weather warms up. Middle Road has a number of potholes where there is no base.

PERMITS

For December there were 5 zoning permits processed and no CKCOG permits.

HTPC

No report.

PVRPC

No meeting.

HAMA

Patricia Valentine informed the Board of Supervisors that the authority had a large leak today (103 gallons per minute) which involved shutting off the water to a number of customers. An emergency fix was completed and the Operator is in the process of flushing hydrates. The authority will be having their 2021 meetings on the third Wednesday of every month and they voted to increase the base rate from \$63 to \$65 and the usage rate from \$9.25 to \$9.50 per 1000 gallons. Letters of support for their improvement project via CDBG funding can still be forwarded to SEDA-COG.

HWMA

No report.

PVEMS

No December meeting.

CORRESPONDENCE

Acknowledged. No actions were taken.

OLD BUSINESS

Mr. Gilbert Stull was not in attendance.

NEW BUSINESS

The Township's FifthWall Cyber insurance is due to renew but they no longer can provide E-Theft coverage under the same plan. Selective insurance is willing to add E-theft coverage to our existing commercial policy for an additional \$200. The FifthWall coverage includes ransomware protection which is not available through Selective. Fred Lingle motioned to keep the FifthWall plan for a premium of \$250 a year and add the E-theft protection on our Selective policy for an additional \$200 a year. Daryl Schafer seconded the motion and the motion was carried. Vote: F. Lingle – Yes D. Schafer – Yes D. Homan – No

Daryl Schafer mentioned that Mr. Burkholder would not be able to begin his term on the HAMA board until March and asked if that was ok with the other Supervisors. There were no objections and it will be noted in his appointment letter.

ADJOURNMENT

Fred Lingle motioned to adjourn the 01/04/21 organization/business meeting of the Haines Township Board of Supervisors at approximately 6:34 P.M. Daryl Schafer seconded the motion and the motion was carried. Vote: F. Lingle – Yes D. Schafer – Yes D. Homan – Yes