

JEFFERSON TOWNSHIP

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**John Burkett • Garth Falkner • William Dunn
Supervisors**

MINUTES

TOWNSHIP SUPERVISORS – REORGANIZATION MEETING

JANUARY 7th, 2019

Meeting called to order at 6 p.m.

Pledge of Allegiance

Roll Call – Garth Falkner , present – John Burkett, present – William Dunn, present.

No public comment.

Mr. Burkett made a motion to nominate Garth Falkner as temporary Jefferson Township Board of Supervisors' Chairperson and Secretary. Garth Falkner will open the floor for nomination of Chairperson. Seconded by Mr. Falkner. Motion passed with 3 yes votes.

Mr. Burkett made a motion to nominate Mr. Falkner as Chairperson of the Jefferson Township Board of Supervisors. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to nominate Mr. Dunn as Vice Chairperson of the Jefferson Township Board of Supervisors. Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to reappoint Linda Adams as Secretary/Treasurer for the year 2019 at an hourly rate of \$14.50 per hour. Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to reappoint Jeffery S. Lockard as Chief of Police for the year 2019 at an hourly rate of \$23.55 per hour. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Mr. Burkett as Road Master. Mr. Dunn seconded the motion. Motion passed with 3 yes votes.

Mr. Burkett made a motion to appoint Mr. Dunn as Second Road Master. Mr. Falkner seconded the motion. Motion passed with 3 yes votes.

Mr. Dunn made a motion to appoint Mr. Falkner as Third Road Master. Mr. Burkett seconded the motion. Motion passed with 3 yes votes.

Mr. Falkner made a motion to set the 2019 regular monthly meeting's date as the 2nd MONDAY at 7:00 pm at the Jefferson Township Municipal Building. Mr. Burkett seconded the motion. Motion passed with 3 yes votes.

Mr. Falkner made a motion to the approved payables at the end of each week with these payments being included in the Treasurer's report of payables. Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to approve disbursing payroll every other week beginning January 8th, 2019. Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint PNC Bank, First National Bank and PLGIT as Jefferson Township depositors for 2019. Mr. Dunn seconded the motion. Motion passed with 3 yes votes.

Mr. Falkner made a motion to use FNB as Jefferson Township Credit Cards for 2019. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Roger R. Shaffer, Jr. as Jefferson Township solicitor for 2019 at a rate of \$195.00 per hour for matters not included in the \$4,000.00 retainer. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Gannett Fleming, contact Dan Goncz, as Jefferson Township Engineer for 2019. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Philip Weiner and Company as the auditors for the wage and occupational taxes as well as the Township complete Audit for the fiscal year of 2019 at \$5000.00 per year. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to approve those wanting to attend the PSATS State Convention in Hershey to forward registrations. Motion seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to approve Supervisors hourly wage and travel expenses for all conferences and training at 8 hours per day, 54.5 cents per mile, hotel and meals. Mr. Burkett seconded the motion. Motion passed with 3 yes votes.

Mr. Burkett made a motion to appoint Garth Falkner as voting delegate for the PSATS State Convention for 2019. Mr. Dunn seconded the motion. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Mr. Dunn as the Jefferson Township representative to the Mercer County Joint Sewage Agency for 2019. Motion seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Dunn made a motion to appoint Mr. Falkner as the Jefferson Township alternate representative to the Mercer County Joint Sewage Agency for 2019. Mr. Burkett seconded the motion. Motion passed with 3 yes votes.

Mr. Dunn made a motion to appoint Garth Falkner as the Jefferson Township liaison for the Mercer County Emergency Management Agency for 2019. Mr. Burkett seconded the motion. Motion passed with 3 yes votes.

Mr. Burkett made a motion to appoint Garth Falkner as liaison for the Jefferson Township Volunteer Fire Department for 2019. Mr. Dunn seconded the motion. Motion passed with 3 yes votes.

Mr. Dunn made a motion to make John Burkett liaison to the Police Department for 2019. Mr. Falkner seconded the motion. Motion passed with 3 yes votes.

Mr. Dunn made a motion to appoint Garth Falkner as the Jefferson Township representative to the Mercer County Regional Council of Governments for 2019. Motion seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Dunn made a motion to appoint Garth Falkner as the Jefferson Township representative to the Mercer County Regional Planning Commission for 2019. Motion seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Mr. Falkner, Mr. Burkett, and Mr. Dunn as the Jefferson Township representatives to the Mercer Area Council of Governments for 2019. Motion seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Dunn made a motion to appoint Mr. Falkner as representative to the Metropolitan Planning Organization for 2019. Motion seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to reappoint Tasha Bees as the Jefferson Township Brandy Springs Representative for 2019. Motion seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Dunn made a motion to re/appoint Barb Reda to the Jefferson Township Planning Board for a 4 year term expiring January 2021. Seconded by Mr. Falkner. Motion passed with 3 yes votes.

Mr. Falkner made a motion to re/appoint Burt Weston to the Jefferson Township Planning Board for a 4 year term expiring January 1st, 2022. Seconded by Mr. Burkett. Motion passed with 3 yes votes

Mr. Falkner made a motion to reappoint Bob Scheuermann, Jr. to the Jefferson Township Planning Board for a 4 year term expiring January 1st, 2020. Mr. Burkett seconded the motion. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Buck Baldwin to the Jefferson Township Planning Board for a 4 year term expiring January 1st, 2023. Mr. Burkett seconded the motion. Motion passed with 3 yes votes.

Mr. Falkner made a motion to reappoint Donna Beckwith to the Jefferson Township Zoning Board for a 3 year term expiring January 1st, 2021. Mr. Dunn seconded the motion. Motion passed with 3 yes votes.

Mr. Falkner made a motion to reappoint John Bartholomew to the Jefferson Township Zoning Board for a 3 year term expiring January 1st, 2022. Motion seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to reappoint Scott Spragle to the Jefferson Township Zoning Board to the remainder of a 3 year term expiring January 1st, 2020. Motion seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Lori Weston as an Alternate to the Jefferson Township Zoning Board for a 3 year term expiring January 1st, 2022.

Mr. Falkner made a motion to appoint Scott McGinnis as Jefferson Township Zoning Officer for 2019 at a compensation of the lesser of 80% or \$500.00 for each permit and 54.5 cents a mile for following up on complaints from the Supervisors and office resulting from written complaints. Motion seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Richard Arthur as the Vacancy Board Chairperson for 2019. Mr. Dunn seconded the motion. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Diane Dawson as the Jefferson Township proxy to the Mercer Area Library for 2019. Motion seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to appoint Mildred Luba as the Primary Voting Delegate for the Tax Collection Committee (TCC) representative for 2019 and Garth Falkner as the Alternate Voting Delegate for 2019. Seconded by Mr. Dunn. Motion passed with 3 yes votes.

Mr. Falkner made a motion to continue the LST (formerly occupational tax) at \$10.00. Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to continue the per capita tax at \$5.00. Motion seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to set mileage reimbursement for use of private vehicles by employees for travel and emergency use at the current IRS Rate for 2019 (IRS rate is 54.5 cents/mile). Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to approve the following pay scale

<u>Position</u>	<u>Starting Wage</u>	<u>Wage after Probation</u>
Temporary Part-time CDL		\$14.00/hour
Emergency Snow Removal:		\$14.00/hour
Patrolman:	As per Union Contract	
One Calls	Regular hourly rate/Emergency One calls with a minimum of 2 hours at regular hourly rate.	
Sewer Call Outs	\$25.00hourly rate/hour with a minimum of 2 hours for after hours call outs	
Sewer Meter Readings	Regular hourly rate/hour with a minimum of 2 hours	
Township Call Outs	Regular hourly rate/hour with a minimum of 2 hours	
Police Department Court Time	As per Union Contract	
Road Crew Foreman		\$20.92/hour
Part-time Road Crew Laborer/No CDL		\$12.25/hour
Part-time Road Crew Laborer W/CDL		\$14.00/hour
Groundskeeper		\$12.25/hour
Auditor		\$10.00 per hour

Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to approve the 2019 Fee Schedule. Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to approve \$35 per month cell phone reimbursements or issuance of township owned cell phone for Supervisors, Road Foreman and Secretary/Treasurer with email capabilities. Motion seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion to recommend to the Board of Auditors that the Road Master/Supervisor wage be set at \$16.25/hour. Seconded by Mr. Burkett. Motion passed with 3 yes votes.

Mr. Falkner made a motion and Mr. Burkett seconded the motion to adjourn the meeting. The motion to adjourn passed with three yes votes. Adjournment was at 6:25 p.m.

MINUTES January 7th, 2017

Approved by: Garth Falkner Date 2-11-19
 Garth Falkner, Chairman

Attested by: Linda J. Adams