

January 3, 2011 - Antrim Township Board of Supervisors

MINUTES OF THE ANTRIM TOWNSHIP SUPERVISORS

REORGANIZATION MEETING

January 3, 2011 7:00 p.m.

The Antrim Township Board of Supervisors met on Monday, January 3, 2011 in the Antrim Township Municipal Building, 10655 Antrim Church Road, for their annual reorganization meeting with the following present: Chairman Rick Baer, Vice Chairman Curtis Myers, Supervisors Fred Young III, Sam Miller and James Byers. Others attending included Brad Graham, Township Administrator.

Visitors: See the attached list.

Chairman Baer called the meeting to order at 7:01 p.m. The meeting opened with a word of prayer followed by the Pledge of Allegiance.

Chairman Baer called for Public Comment. There was none.

A Miller/Byers motion passed 4-1-0 (Baer opposed) to appoint Rick Baer as Temporary Chairman for the purpose of reorganization.

A Miller/Byers motion passed with unanimous vote to appoint Mary Klein as Temporary Secretary for the purpose of reorganization.

A Baer/Myers motion passed with unanimous vote to appoint Sam Miller as Chairman of the Antrim Township Board of Supervisors as no other nominations were heard and nominations were closed.

A Baer/Myers motion passed with unanimous vote to appoint James Byers as Vice Chairman of the Antrim Township Board of Supervisors as no further nominations were heard and nominations were closed.

A Myers/Baer motion passed with unanimous vote to re-appoint Lester Musselman to the Antrim Township Planning Commission.

A Myers/Baer motion passed with unanimous vote to appoint Joyce Nowell as Treasurer and Brad Graham as Assistant Treasurer.

A Baer/Young motion passed with unanimous vote to appoint Mary Klein as Secretary.

A Young/Myers motion passed with unanimous vote to appoint John Lisko as Solicitor to the Antrim Township Board of Supervisors at a rate of \$110 per hour.

A Baer/Byers motion passed with unanimous vote to appoint Deborah Hoff as Solicitor to the Antrim Township Planning Commission at a rate of \$110 per hour.

A Myers/Young motion passed with unanimous vote to appoint Eileen Finucane as Solicitor for the Antrim Township Zoning Hearing Board and keep the same rates as 2010 with a rate of \$110 per hour and the Paralegal rate of \$65 per hour and no mileage rate will be given

A Baer/Byers motion passed with unanimous vote to appoint Linus Fenicle as Solicitor for the Antrim Township Municipal Authority at a rate of \$140/hr for legal services plus \$250 per meeting.

A Miller/Byers motion passed 4-0 (Baer was absent) to appoint Martin & Martin as Township Engineers and to keep the hourly rates the same as the rates from 2010: Principal - \$82; Professional - \$72; Designer - \$62; Technical - \$53; and Sub-Professional - \$49.

A Myers/Byers motion passed with unanimous vote to appoint Brinjac Engineering as Township

Engineers and to keep the hourly rates the same as the rates from 2010: Principal - \$150; Dept Mgr - \$134; Project Mgr - \$124; Sr. Engineer - \$103; Engineer - \$87; Sr. Engineer Tech - \$90; Sr. Designer - \$93; Resident Project Rep.- 2.26 x hourly rate; Designer - \$60; CAD Operator/Equipment - \$55; and Technician - \$53.

A Young/Baer motion passed with unanimous vote to no longer use Brinjac Engineering as the engineer for any new projects.

A Baer/Myers motion passed with unanimous vote to appoint Frederick, Seibert and Associates, Inc. as Township Engineers and to keep the hourly rates the same as the rates from 2010: Principal - \$100; Professional Engineer - \$80; Graduate - \$60; Registered Surveyor - \$75; Non-Graduate Surveyor - \$50; Survey Crew – 2 man - \$90; 3-man - \$115; 4-man - \$140; Engineer/Surveyor/Tech - \$40; Landscape Architect – Principal - \$100; Landscape Architect-Graduate - \$60; CAD Tech II - \$45; CAD Tech I - \$30; and Secretarial - \$25.

A Miller/Myers motion passed with unanimous vote to appoint Dewberry-Goodkind, Inc. as Township Engineers and to keep the hourly rates the same as the rates from 2010: Principal - \$120; Senior Project Engineer - \$95; Project Engineer - \$85; Senior Engineer - \$70; Graduate Engineer - \$60; Senior Environmental Professional – new category 2010 - \$85; Senior Project Professional - \$72; Project Professional - \$60; Technician - \$45; Senior CAD - \$55; CAD - \$45; Administrative Assistant - \$55; Secretary - \$40; Professional Licensed Surveyor - \$75; Party Chief - \$50; Instrumentman - \$40; Rodman - \$30; Resident Project Representative - \$55.

A Baer/Young motion passed with unanimous vote to add P. Joseph Lehman, Inc. to the list of Township Engineers as a consulting engineer for transportation 2011. No fees or rates have been proposed yet to the Township.

The Supervisors reviewed a request from Natural Lands Trust to be considered as a consultant to assist with design review of development applications under the Growing Greener: Conservation by Design ordinances; to assist with open space management plans and updates to the Township land use regulations for 2011. Supervisor Byers thinks this would be a good company to use as a consultant for the upcoming Ordinance changes we will be looking at making. No decision was made by the Supervisors at this time.

A Myers/Young motion passed with unanimous vote to re-appoint J. Thomas Shook as Chairman of the Vacancy Board.

A Miller/Myers motion passed with unanimous vote to appoint James Byers as Voting Delegate and Fred Young III as Alternate Voting Delegate to the 2010 State Convention being held in Hershey from April 17th through the 20th.

A Myers/Byers motion passed with unanimous vote to continue the subscription for Township NEWS for all Board of Supervisor's members, Planning Commission members and three copies for the Township office.

A Myers/Byers motion passed with unanimous vote to authorize Officials attendance at seminars and conventions and be paid according to the Second Class Township Code (Loss of Pay Basis).

The following Supervisors were appointed to committees/departments as special interests: A Miller/Myers motion passed with unanimous vote to appoint Rick Baer as representative to Parks; appoint Rick Baer and Sam Miller as representatives to Roads; appoint Curtis Myers and Fred Young III to the Economic Development Committee; appoint Curtis Myers and Sam Miller to the Personnel committee and appoint Fred Young III as representative to the Greencastle-Antrim Chamber of Commerce; to appoint Brad Graham or any Supervisor in Brad's absence as Township representatives

to the Greencastle-Antrim Area Development Corporation; to appoint Township Administrator Brad Graham and Public Works Director Tom Davis as Township representatives to the Franklin County Emergency Services Alliance; to appoint Township Administrator Brad Graham as Delegate and Supervisor Fred Young III as Alternate Delegate to the Franklin County Council of Governments; to appoint Chairman Rick Baer as representative to attend the Citizens Advisory Committee once every other month on Saturday at 9:30 a.m.; to appoint Supervisors Fred Young III and James Byers with Supervisor Sam Miller and Vice Chairman Curtis Myers as alternates to the Comprehensive Plan Review Committee; and to form a Finance Committee for 2011 and appoint Curtis Myers and Fred Young III to the Finance Committee.

A Myers/Byers motion passed with unanimous vote to re-appoint Jonathan Piper as Sewage Enforcement Officer with William Bruck and Ami Myers as Alternates at the following rates: Process Application - \$25; Deep Probes - \$100; Additional Probes - \$50; Site Visit - \$80; Percolation Test - \$180; Site Visit - \$90; Permit Issuance - \$125; Additional Permit Fee - \$60; Additional Design Review - \$70; Additional Stake-Out Check - \$50; Permit Renewal Based Upon above listed fees; Final Inspection - \$60; Additional Final Inspection - \$50; and Township Processing Fee - \$120.

A Young/Baer motion passed with unanimous vote to designate Depositories for Township funds as follows: Checking Accounts – Susquehanna Bank; Investments – Tower Bank, M&T Bank; First National Bank of Mercersburg; F&M Bank; Orrstown Bank; Susquehanna Bank, Merrill Lynch and Pennsylvania Local Government Investment Trust (PLGIT).

A Baer/Young motion passed with unanimous vote to authorize two signatures on checks to include a Supervisor, the Treasurer or the Assistant Treasurer.

A Myers/Baer motion passed with unanimous vote to set meeting fees for Planning Commission members, Zoning Hearing Board members and Municipal Authority members at \$55.00 per meeting, as per the current policy.

A Baer/Miller motion passed with unanimous vote to affirm the 2011 taxes for Antrim Township as follows: Real Estate Tax – 0 mills; Real Estate Transfer Tax – ½%; Earned Income Tax – ½%; \$5.00 – Per Capita Tax; and \$10 – local services tax with \$5 of this going to the Greencastle – Antrim School District.

A Myers/Young motion passed with unanimous vote to include the following Emergency Services Donations from the General Fund Budget: Marion Fire Company - \$10,000; Rescue Hose Co. operations \$75,000; and Medic 2 \$15,000.00 plus an additional \$7,660.00. Transfer from General Fund to Capital Improvement Fund for Emergency Services \$15,000.

A Baer/Miller motion passed with unanimous vote to affirm payment and reimbursement of Worker's Compensation insurance premiums from the Greencastle-Antrim Firefighters Relief Association with the Township reimbursing the Capital Improvement Money Market Fund one-half of the Rescue Hose costs.

A Baer/Byers motion passed with unanimous vote to reaffirm the bonds for employees at \$50,000.

A Byers/Baer motion passed with unanimous vote to re-appoint Rodney Eberly to the Antrim Township Municipal Authority for a term of five years beginning January 1, 2011 and ending January 1, 2016.

A Baer/Young motion passed with unanimous vote to re-appoint Warren Eichelberger and Gary Eberly to the Antrim Township Zoning Hearing Board for a term of five years beginning January 1, 2011 and ending January 1, 2016; appoint Mike Still to the Park Committee and re-appoint Nate Bacon and Mark Goldback to the Park Committee for a term of three years beginning January 1, 2011 and ending January 1, 2014; and to re-appoint Cheryl Shields as a non-voting member of the Antrim Township

Park Committee.

A Baer/Young motion passed with unanimous vote to authorize attendance at one convention per year for representatives of the Road Department, Utilities Department and Zoning Department at the discretion of the Department Heads.

A Myers/Miller motion passed with unanimous vote to set the mileage rate for employees using their personal vehicles at \$.50 per mile.

A Baer/Miller motion passed with unanimous vote to reaffirm the previously advertised meeting dates for 2011 with all meetings and worksessions starting at 7:00 p.m.

There was a discussion at this time to set specific topics for discussion at the 2011 Worksession Meetings. It was decided to table this until the next meeting.

A Young/Miller motion passed with unanimous vote to appoint Boyer & Ritter as an independent certified auditor for the completion of the 2010 Fund Audits and GASB-34 Assistance.

A Miller/Myers motion passed with unanimous vote to keep the Township Park Pavilion Rental rate at \$50.00.

A Myers/Baer motion passed with unanimous vote to re-appoint Sam Miller and Rick Baer as Supervisor Trustees for Park Expenses utilizing Landfill-Park funds.

A Baer/Miller motion passed with unanimous vote to accept the Personnel Policy and re-affirm the Holiday schedule and Vacation Day and Personal Day benefit policy.

A Baer/Byers motion passed with unanimous vote to set the Christmas Bonus for 2011 at \$65.00 for permanent part-time employees and \$125.00 for full-time employees.

A Young/Miller motion passed with unanimous vote to adjourn into Executive Session at 7:44 p.m.

A Baer/Young motion passed with unanimous vote to adjourn the Executive Session and resume the regular meeting at 8:16 p.m.

Chairman Miller announced that during the Executive Session they discussed personnel, salaries and raises. Miller also stated that they are going to set the wages for employees at the next meeting on January 1, 2011 when they will have an Executive Session starting at 6:30 p.m. and the regular meeting will be at 7:00 p.m.

A Myers/Young motion passed with unanimous vote to re-affirm the existing Township funded Dental/Eyecare/Hearing/Wellness Reimbursement benefit for 2011 in the amount of \$1,500.00 per each full-time employee and Supervisor and their family (children under 18) with 50% reimbursement fee for Wellness per employee and Supervisor and their family (children under 18) for membership fees for Wellness programs.

A Baer/Miller motion passed with unanimous vote to appoint Tom Davis, Public Works Director as the Roadmaster.

Chairman Miller called for public comment. There was none.

A Myers/Baer motion passed with unanimous vote to adjourn the reorganization meeting at 8:20 p.m.

Respectfully Submitted,

Mary A. Klein

Secretary