

January 7, 2013 - Antrim Township Board of Supervisors

Minutes of the Antrim Township Supervisors

Regular Meeting

January 07, 2013 7:00 PM

The Antrim Township Board of Supervisors met Monday, January 07, 2013 in the Antrim Township Municipal Building, located at 10655 Antrim Church Road, with the following present: Fred Young, Rick Baer, John Alleman, James Byers and Pat Heraty, Brad Graham (Administrator) and Jennifer Becknell (Secretary).

Young called the meeting to order at 7:04 p.m. and reminded the audience that our meetings are audio recorded and posted to our website.

Young opened the meeting with prayer, followed by the Pledge of Allegiance.

Young opened the floor to Public Comment.

Scott Foreman, 660 E. Baltimore Street, addressed the Board concerning clarification on his address location, whether it is in the Township or the Borough. Foreman also inquired how his sewer/water billing is generated, from which jurisdiction. Fred Young responded to Foreman by stating that his 660 E. Baltimore Street residence is in the Township and that the staff at the Township would address his sewer/water billing questions.

A Heraty/Baer motion passed 4-0 (Young abstained) to appoint Fred Young as Temporary Chairman for the purpose of reorganization.

A Heraty/Baer motion passed 5-0 to appoint Jennifer Becknell as Temporary Secretary for the purpose of reorganization.

A Heraty/Baer motion passed 4-0 (Young abstained) to reappoint Fred Young as Chairman of the Antrim Township Board of Supervisors, as no other nominations were heard and nominations were closed.

A Baer/Alleman motion passed 4-0 (Heraty abstained) to appoint Pat Heraty as Vice Chairman of the Antrim Township Board of Supervisors, as no other nominations were heard and nominations were closed.

A Heraty/Baer motion passed 5-0 to reappoint Richard Walck to the Antrim Township Planning Commission for another 4 year term, to expire on 1-1-17; and to appoint Robert Smith to the Antrim Township Planning Commission to fulfill the term of Larry Eberly, who has moved out of area.

A Heraty/Alleman motion passed 5-0 to appoint Jennifer Becknell as Treasurer, with bond set at \$3M.

An Alleman/Byers motion passed 5-0 to appoint Brad Graham as Assistant Treasurer, with bond set at \$3M.

A Heraty/Byers motion passed 5-0 to appoint Jennifer Becknell as Secretary.

Young announced that the motion to appoint a Municipal Authority member will be tabled until the January 22, 2013 meeting. The Chairman of the Municipal Authority would like time to discuss the position with the potential candidate. The open position is created by Robert Schemmerling, who has completed his term and does not wish to be reappointed.

A Heraty/Baer motion passed 5-0 to reappoint Georgia Barvinchack to the Antrim Township Park

Committee.

A Byers/Heraty motion passed 5-0 to reappoint John Lisko as Solicitor to the Antrim Township Board of Supervisors at a rate of \$110 per hour.

An Alleman/Heraty motion passed 5-0 to reappoint Deborah Hoff as Solicitor to the Antrim Township Planning Commission at a rate of \$110 per hour.

A Baer/Byers motion passed 5-0 to reappoint Eileen Finucane as Solicitor to the Antrim Township Zoning Hearing Board at the rate of \$110 per hour.

A Heraty/Alleman motion passed 5-0 to reappoint Linus Fenicle as Solicitor to the Antrim Township Municipal Authority at the rate of \$140 per hour, or \$250 per regularly scheduled monthly meetings.

Byers asked at this time if any of our attorneys require a retainer fee, to which Graham responded with a "No".

Young asked at this time if any of our engineers required a retainer fee, to which Graham responded with a "No".

There was much discussion about engineers before the motions to approve. The engineers are approved for basic everyday needs. When projects arise, the Township may call for various quotes then present to the Supervisors for approval, or utilize one of the approved engineers depending on the project.

A Byers/Baer motion passed 5-0 to approve Martin & Martin as an engineer for Antrim Township at the rates requested for 2013.

A Byers/Heraty motion passed 5-0 to approve Dewberry-Goodkind as an engineer for Antrim Township at the 2012 rates.

A Byers/Heraty motion passed 5-0 to approve P. Joseph Lehman as an engineer for Antrim Township at the 2012 rates.

A Heraty/Baer motion passed 5-0 to approve Buchart-Horn and GHD/CET as new engineers for 2013 at rates requested.

A Heraty/Baer motion passed 5-0 to reappoint Curtis Myers as Chairman to the Vacancy Board.

A Young/Baer motion passed 4-0-1 (Byers abstained) to appoint James Byers as Voting Delegate for the 2013 PSATS State Convention.

A Young/Baer motion passed 4-0-1 (Heraty abstained) to appoint Pat Heraty as Alternate Voting Delegate for the 2013 PSATS State Convention.

A Heraty/Byers motion passed 5-0 to continue the subscription for Township News for all Board of Supervisors, Planning Commission members and three copies for the Township office.

A Heraty/Alleman motion passed 5-0 to authorize official's attendance at seminars and conventions and be paid according to the Second Class Township Code (Loss of Pay Basis).

A Baer/Young motion passed 4-0-1 (Heraty abstained) to appoint Pat Heraty as Representative to Parks.

A Baer/Heraty motion passed 4-0-1 (Alleman abstained) to appoint John Alleman to EMS/Fire and Police.

A Baer/Heraty motion passed 5-0 to appoint John Alleman and James Byers to the Intergovernmental and Joint Venture Committee.

A Baer/Heraty motion passed 5-0 to appoint Rick Baer and James Byers as Representatives to the Road

Committee.

A Baer/Alleman motion passed 5-0 to appoint Pat Heraty and Fred Young to the Economic Development Committee.

A Young/Byers motion passed 5-0 to appoint John Alleman and Pat Heraty to the Personnel Committee.

A Heraty/Baer motion passed 4-0-1 (Young abstained) to appoint Fred Young to the Greencastle-Antrim Chamber of Commerce.

A Baer/Heraty motion passed 5-0 to appoint Brad Graham as representative to the Greencastle-Antrim Area Development Corporation.

A Baer/Young motion passed 5-0 to appoint John Alleman and Brad Graham as representatives to the Franklin County Emergency Services Alliance.

A Byers/Alleman motion passed 5-0 to appoint Brad Graham, as Delegate, and Fred Young, as Alternate Delegate, to the Franklin County Council of Governments.

A Young/Byers motion passed 4-0-1 (Heraty abstained) to reappoint Rick Baer to the Citizens Advisory Committee.

A Baer/Heraty motion passed 5-0 to dissolve the Comprehensive Plan Review Committee for 2013.

A Baer/Byers motion passed 5-0 to appoint Fred Young and Pat Heraty to the Finance Committee.

A Young/Baer motion passed 5-0 to appoint John Alleman and Pat Heraty to the Building Renovation Committee.

A Heraty/Byers motion passed 5-0 to appoint John Alleman and Rick Baer to the Joint Water Committee.

A Heraty/Byers motion passed 5-0 to reappoint Jonathan Piper as Sewage Enforcement Officer (SEO), with Ami Myers and William Bruck as alternates. The rates remain the same as 2012.

A Byers/Heraty motion passed 5-0 to designate Depositories for Township funds as follows: For checking and Money Market accounts – Susquehanna Bank; For Investments – M&T Bank, First National Bank of Mercersburg, F&M Bank, Orrstown Bank, Susquehanna Bank, Merrill Lynch and PLGIT (Pennsylvania Local Government Investment Trust).

A Baer/Byers motion passed 5-0 to reapprove the requirement of two signatures on all checks. The two signers shall be any Supervisor and the Administrator.

A Byers/Heraty motion passed 4-0-1 (Baer abstained) to set meeting fees for members of the Planning Commission, Zoning Hearing Board and Municipal Authority at \$55.00 per meeting attended. No change from 2012.

A Baer/Heraty motion passed 5-0 to affirm the 2013 taxes for Antrim Township as follows:

- Real Estate Tax: zero (0)
- Real Estate Transfer Tax: 1%
- EIT (Earned Income Tax): 1%
- LST (Local Service Tax): \$10.00
- Per Capita Tax: \$15.00

A Byers/Heraty motion passed 5-0 to approve the 2013 annual donation amount for Marion Fire Co. at

\$10,000.

A Byers/Alleman motion passed 5-0 to approve the 2013 annual donation amount for Rescue Hose Co. No. 1 at \$75,000.

A Byers/Heraty motion passed 4-0-1 (Baer abstained) to approve the 2013 annual donation amount for Medic 2 at \$ 25,000.

An Alleman/Baer motion passed 4-1 (Byers opposed) to approve the 2013 annual donation amount for Franklin County Fire Training Center at \$1489.30, which is based on population.

The Franklin County Drug Task Force annual donation discussion was tabled until the January 22, 2013 Board of Supervisors meeting.

A Baer/Heraty motion passed 5-0 to authorize the transfer from General Fund to the Capital Improvement Fund for Emergency Services, although the amount cannot be determined at this time.

An Alleman/Byers motion passed 5-0 to approve insurance coverage of Rescue Hose Co. No. 1 Fire Police for upcoming events throughout the year and authorize Administrator to approve additional requests, which will be presented to the Board for final approval.

A Heraty/Baer motion passed 5-0 to affirm payment and reimbursement of Worker's Compensation Insurance premiums.

A Heraty/Baer motion passed 5-0 to affirm the bonds for employees to be set at \$50,000 for 2013.

A Baer/Alleman motion passed 5-0 to authorize the attendance to one convention per year for Road, Utilities and Zoning Departments.

A Baer/Byers motion passed 5-0 to set the mileage rate for employees using their personal vehicles at .56 per mile.

A Heraty/Byers motion passed 5-0 to reaffirm the 2013 advertised meeting dates.

An Alleman/Byers motion passed 5-0 to approve Boyer & Ritter as an independent certified auditor for the completion of the 2012 Fund Audits and assistance with GASB-34. The Supervisors called for a RFP (Request for Proposals) for 2014.

A Heraty/Baer motion passed 5-0 to set the rental rates at the park as \$50 for the large pavilion and \$25 for the small pavilion.

An Alleman/Heraty motion passed 5-0 to accept the Antrim Township Personnel Policy, Holiday Schedule and Leave Policy as it was in 2012, with the exception of two amendments. The first change made allows usage of time off in 15 minute increments (was 30 minute) in all categories (vacation, personal, and comp.). The second change made allows the accrual of comp time up to 24 hours (3 days) in a calendar year, which may be carried over to the next year. No more than 24 hours of comp balance at any given time and no more than 24 hours comp can be carried over to the next year.

A Baer/Byers motion passed 5-0 to set the 2013 Christmas bonuses as \$150.00 for Full Time employees, \$75.00 for both Part Time and Seasonal Part Time employees.

A Heraty/Young motion passed 4-1 (Baer opposed) to announce the pay rates and salaries to remain the same as 2012 (no increases) and only one bonus to be administered. In lieu of pay rate increases, the Board of Supervisors opted to absorb the health insurance increase. [Roll call vote was taken].

A Byers/Baer motion passed 5-0 to reaffirm the existing Township funded Reimbursement benefit at \$1,750 for Dental/Eye Care/Hearing/Wellness and Health Insurance Deductibles for 2013.

An Alleman/Byers motion passed 3-0-2 (Heraty and Baer abstained) to approve the minutes from the

December 27, 2012 meeting.

A Heraty/Baer motion passed 5-0 to approve the bills as they appear on the Treasurer's Report dated January 8, 2013.

Brad Graham advised the Board of Supervisors that one of our Elected Auditors, Brian Kirkpatrick, has informed the Township that he will not be seeking re-election once his term ends 1/1/14. Graham also announced that another Elected Auditor, Mack Neikirk, has moved out of the area, therefore no longer eligible and will be sending in a letter of resignation.

Young once again addressed Scott Foreman by stating that he needs to follow the Township ordinances as he is a Township resident and that a staff member will be in touch concerning his sewer/water questions.

A Baer/Heraty motion passed 5-0 to adjourn to Executive Session at 8:26 p.m.

A Heraty/Alleman motion passed 5-0 to adjourn the Executive Session, back into the Regular Meeting at 9:00 p.m.

Young announced that personnel and real estate matters were discussed in the Executive Session, with no actions to be taken.

A Heraty /Alleman motion passed 5-0 to adjourn the Regular meeting at 9:01 p.m.

Respectfully submitted,

Jennifer Becknell

Board of Supervisors Secretary