

**GLENBURN TOWNSHIP BOARD OF SUPERVISORS'  
ORGANIZATIONAL MEETING MINUTES  
JANUARY 3, 2012**

**Supervisors in Attendance:** Bill Wicks, David Jennings, Mike Savitsky

**Guests in Attendance:** Secretary / Treasurer Joanne Benson, Auditor Randy Campbell

-Call to order with pledge to flag by Joanne Benson at 7:30pm.

-Nominations for Chairman of the Board of Supervisors

**Mo. by Wicks, seconded by Jennings to appoint Savitsky.  
All in Favor.**

-Nominations for Vice Chairman of Board of Supervisors

**Mo. by Wicks, seconded by Savitsky to appoint Jennings. All in Favor**

-Nomination for Elector to Vacancy Board

**Mo. by Savitsky, seconded by Wicks to appoint Merle Lewis. All in Favor**

**Appointment of Township employees and establishment of wages**

Appointee:

Wages:

**Secretary/Treasurer of Board**

Joanne Benson

\$17.65/hr

**Mo. by Savitsky, seconded by Jennings. All in Favor**

Max 20 hr/wk (1040hrs. yr.)

**Road Master**

David Mennig,

\$17.65/hr-OT 150 max (1.5x)

**Mo. by Savitsky, seconded by Jennings. All in Favor**

**Road Crew**

Mark Hopkins

\$12.50/hr-OT 150 max (1.5x)

After 90 days probation can be raised to \$12.75/hr.

**Mo. by Savitsky, seconded by Jennings. All in Favor**

**Township Police**

Coverage by Abington Township with contract on file at  
Township Office.

\$50,000/yr all inclusive

**Mo. by Savitsky, seconded by Wicks. All in Favor.**

**Township Fire Protection**

Coverage by Clarks Summit and Dalton Fire Companys.

.75 Mills Each

**Mo. by Savitsky, seconded by Jennings. All in Favor.**

**SEO**

Walter Redel

\$37.50/hr

**Mo. by Savitsky, seconded by Jennings. All in Favor**

**Alternate SEO**

Gary Wilding \$37.50/hr  
**Mo. by Savitsky, seconded by Jennings. All in Favor**

**Property Tax Collector**

Georgian Eccleston 5% Commission plus expenses  
**Acting on commission paid, Mo. by Savitsky, seconded by Jennings. All in Favor**

**Wage Tax Collector**

Berkheimer Associates Per Act 32 County Contract  
**Mo. by Savitsky, seconded by Jennings. All in Favor**

**Code Enforcement Officer**

Tom Wicks 30% Commission for  
**Mo. by Savitsky, seconded by Jennings. All in Favor** Fees collected-13.40/hr for  
all other hourly matters.

**Township Solicitor**

Malcolm MacGregor \$90.00/hr  
**Mo. by Savitsky, seconded by Wicks. All in Favor**

**Township Engineer**

BCM Engineers a Div of ATC with Jack Scheuer as Engineer \$87.00/hr  
designated Engineer Designer \$65.00/hr  
**Mo. by Savitsky, seconded by Jennings. All in Favor** Technician \$63.00/hr  
CAD \$63.00/hr  
Inspector \$58.00/hr

**Zoning Hearing Board Solicitor**

Bill Blaum \$60/hr, 375cap per hearing  
**Mo. by Savitsky, seconded by Wicks. All in Favor**

**Open Records Officer**

Joanne Benson, Township Secretary/Treasurer Same as Secretary/Treasurer  
**Mo. by Savitsky, seconded by Jennings. All in Favor**

**COMMITTEE APPOINTMENTS**

**Emergency Management Coordinator**

Chief Ken James and Sergeant Eric Judge of Abington Township Police EMA Coordinator  
**Mo. by Savitsky, seconded by Jennings. All in Favor**

**Recreation Board**

Bill Wicks  
Michele Tierney  
Tim McCoy  
**Mo. by Savitsky, seconded by Jennings. 2 in Favor, Wicks Abstained because he was a nominee.**

**Zoning Hearing Board**

(1yr term) Don Webster

(3yr term) Vacancy

(2yr term) Frank Berardelli

**Mo. by Savitsky, seconded by Jennings. All in Favor**

**Planning Commission**

(4yr term) Tom Wicks

(4yr term) Mike Williamson

(3yr term) Marilyn Druck

(3yr term) Kevin Siebecker

(2yr term) Peter Smith

(2yr term) Mike Johnson

(1yr term) Ed Osman

**Mo. by Savitsky, seconded by Jennings to appoint Board as listed above. All in Favor**

**ADA Commission**

Randy Campbell

David Hall

Bill Booth

Patrice Sinkevich

**Mo. by Savitsky, seconded by Jennings. All in favor.**

**Shade Tree Commission**

Mike Johnson, Randy Campbell and Bill Booth

**Mo. by Savitsky, seconded by Jennings. All in favor.**

**SAPA Representative and Alternate**

Ed Osman Primary and Tom Wicks Alternate.

**Mo. by Savitsky, seconded by Jennings. All in favor.**

**Abington Council of Governments Representative**

Dave Jennings Primary and Mike Savitsky Alternate.

**Mo. By Savitsky, seconded by Wicks. All in Favor.**

**Act 32 Tax Collection Committee Representative**

Randy Campbell Primary and Mike Savitsky Alternate.

**Mo. By Savitsky, seconded by Jennings. All in Favor.**

**Establishment of Meeting Dates**

The Board of Supervisors will meet the third Monday of each month at 7:30pm, except where legal holidays fall on that day, the meeting will be moved to the following Tuesday. The budget formulation will take place at the November meeting with adoption at the December meeting.

The Board will meet to organize per Second Class Code on the first Monday following the New Year. The Board of Auditors will meet to organize the following day. Actual meeting dates for 2012 are: Jan 17(Tues), Feb 21 (Tues), Mar 19, Apr 16, May 21, June 18, Jul 16, Aug 20, Sept 17, Oct 15, Nov 19, Dec 17, and Jan 7, 2013 re-organization meeting.

**Mo. by Savitsky, seconded by Jennings. All in Favor.**

**Establishment of Bank Depositories**

PLGIT (Pennsylvania Local Government Investment Trust)  
Wayne Bank (Formerly North Penn Bank)  
PennStar (Property Tax Deposits)  
First Liberty  
People's Neighborhood Bank (Formerly People's National Bank)  
First National Bank (Formerly Community Bank and Trust Co.)  
**Mo. by Savitsky, seconded by Jennings. All in Favor.**

**Establishment of benefits for Road Crew**

Medical insurance, dental, eyeglass reimbursement \$100 per receipt  
**Sick days:** 40 hrs/yr  
**Vacation:** 80 hrs after one year of employment; 40hrs additional after 5 years  
**Personal days:** 32 hrs per yr; 8hrs additional per 5 yrs of employment  
**Pension Plan:** with Nationwide through PSATS to be funded by the Township and reimbursed by the State.  
**Mo. by Savitsky, seconded by Wicks. All in Favor.**

**Establishment of Employee Holidays**

New Year's Day	Jan 2, 2012 (Celebrate Monday after New Years Day)
President's Day	Feb 20
Good Friday	Apr 6
Memorial Day	May 28
Independence Day	July 4
Labor Day	Sept 3
Election Day	Nov 6
Thanksgiving	Nov 22
Christmas	Dec 25
New Year's Day	Jan 1, 2013

**Mo. by Savitsky, seconded by Wicks. All in Favor**

**Establishment of Newspaper of record**

Abington Journal and/or Scranton Times.Tribune  
**Mo. by Savitsky, seconded by Wicks. All in Favor**

**Establishment of Millage**

**Mo. by Savitsky, Seconded by Jennings to establish millage rate of 4 mils. All in Favor.**

**Establishment of Mileage Rate**

**Mo. by Savitsky, Seconded by Jennings to establish mileage rate of 51 cents per mile or current Federal guideline for businesses. All in Favor.**

**Public Input:** None

**Mo. by Savitsky, 2<sup>nd</sup> by Wicks to adjourn the meeting at 7:50 pm. All in Favor.**

Respectfully Submitted,

Joanne Benson  
Secretary/Treasurer