

**GLENBURN TOWNSHIP BOARD OF SUPERVISORS'
ORGANIZATIONAL MEETING MINUTES
JANUARY 7, 2013**

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

Guests in Attendance: Merle Lewis

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

-Nominations for Chairman of the Board of Supervisors

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

-Nominations for Vice Chairman of Board of Supervisors

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

-Nomination for Elector to Vacancy Board

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

Appointment of Township Employees and Establishment of Wages:

Secretary/Treasurer of Board

Joanne Benson \$18.35/hr Max 20 hr/wk (1040hrs. yr.)

Road Master

David Mennig, \$18.35/hr-OT 150 max (1.5x)

Road Crew

Mark Hopkins \$13.50/hr-OT 150 max (1.5x)

Township Police

Abington Township \$50,836.80/yr all inclusive per contract on file at Glenburn Twp.

SEO

Walter Redel Through Feb. 19th meeting at 2012 rate of \$37.50/hr then \$40/hr as an independent contractor

Alternate SEO

Gary Wilding Same as SEO

Property Tax Collector

Georgian Eccleston 5% Commission plus expenses

Wage Tax Collector

Berkheimer Assoc. Per Act 32 County Contract

Code Enforcement Officer

Tom Wicks 30% Commission for Fees collected-13.95/hr for all other hourly matters.

Township Solicitor

Malcolm MacGregor \$90.00/hr

Township Engineer

BCM Engineers with Jack Scheuer as designated Engineer

Engineer \$87.00/hr

Designer \$68.00/hr

CAD \$65.00/hr

Inspector \$65.00/hr

Township Fire Protection

Clarks Summit Fire .75 Mils

Dalton Fire. .75 Mils

Zoning Hearing Board Solicitor

Bill Blaum \$60/hr, 375cap per hearing

Open Records Officer

Joanne Benson Same as Secretary/Treasurer

Mo. by Savitsky, seconded by Jennings individually for each appointment above of named employees and contractors at the stated wages. All in Favor

COMMITTEE APPOINTMENTS

Emergency Management Coordinator

Chief Ken James and Sergeant Eric Judge of Waverly Township Police EMA Coordinators.

Recreation Board

Bill Wicks, Primary Supervisor representative, Mike Savitsky Alternate Supervisor rep.

Vacancy

Tim McCoy

Zoning Hearing Board

(3yr term) Don Webster

(2yr term) Gretchen Jennings

(1yr term) Frank Berardelli

Planning Commission

(3yr term) Tom Wicks

(3yr term) Mike Williamson

(2yr term) Marilyn Druck

(2yr term) Kevin Siebecker

(1yr term) Peter Smith

(1yr term) Mike Johnson

(4yr term) Ed Osman

ADA Commission

Randy Campbell

David Hall

Bill Booth

Patrice Sinkevich

Shade Tree Commission

Mike Johnson, Randy Campbell and Bill Booth

SAPA Representative and Alternate

Ed Osman Primary and Tom Wicks Alternate.

Act 32 Tax Collection Committee Representative

Randy Campbell Primary and Mike SavitskyAlternate.

Mo. by Savitsky, seconded by Jennings individually for each committee appointment above.

All in Favor.

Abington Council of Governments Representative

David Jennings Primary and Mike Savitsky Alternate. **Mo. by Savitsky, 2nd by Wicks. 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 2013 are: Jan 22(Tues), Feb 19 (Tues), Mar 18, Apr 15, May 20, June 17, Jul 15, Aug 19, Sept 16, Oct 21, Nov 18, Dec 16, and Jan 6, 2014 re-organization meeting.

Mo. by Savitsky seconded by Wicks. 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

Peoples National Bank

First National Bank (Formerly Community Bank and Trust Co.)

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

Establishment of Employee Holidays

New Year's Day Jan 1

President's Day Feb 18

Good Friday Mar 29

Memorial Day May 27

Independence Day July 4

Labor Day Sept 2

Election Day Nov 5

Thanksgiving Nov 28

Christmas Dec 25

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

Establishment of Newspaper of Record, Millage, and Mileage Reimbursement

Abington Journal and/or Scranton Times.Tribune

Millage Rate of 4 mils

Mileage reimbursement at current Federal Guideline for Business.

Mo. by Savitsky, Seconded by Jennings to approve above Newspaper, Millage Rate and Mileage Reimbursement Rate. All in Favor.

Public Input:

Mo. by Savitsky, 2nd by Jennings to adjourn the meeting at 7:45 pm. All in Favor.

Respectfully Submitted,

Joanne Benson
Secretary/Treasurer