

**GLENBURN TOWNSHIP BOARD OF SUPERVISORS'
ORGANIZATIONAL MEETING MINUTES
JANUARY 6, 2014**

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

Guests in Attendance: Solicitor MacGregor, Randy Campbell

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

-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 Wicks, seconded by Savitsky 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 \$19.08/hr Max 20 hr/wk (1040hrs. yr.)

Road Master

David Mennig, \$19.08/hr-OT 150 max (1.5x)

Road Crew

Mark Hopkins \$14.04/hr-OT 150 max (1.5x)

Township Police

Abington Township \$51,853.54/yr all inclusive per contract on file at Glenburn Twp.

SEO

Walter Redel \$ 40 /hr. (Independent contractor)

Alternate SEO

Dave Lamereaux \$ 37.50 /hr. (on Twp Payroll)

2nd Alternate SEO

Gary Wilding \$37.50/hr. (on Twp Payroll)

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-14.51/hr for all other hourly matters.

Township Solicitor

Malcolm MacGregor \$90.00/hr

Township Engineer

BCM Engineers with Jack Scheuer as designated Engineer

Project Manager \$87.00/hr

Project Engineer \$77.50/hr

CAD Designer \$65.00/hr

Construction Inspector \$65.00/hr

Survey Crew (2 man) \$130.00/hr

Township Fire Protection

Clarks Summit Fire .75 Mills

Dalton Fire. .75 Mills

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 to appoint all above 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 Coordinator

Recreation Board

Bill Wicks

Vacancy

Tim McCoy

Zoning Hearing Board

(2yr term) Don Webster

(1yr term) Gretchen Jennings

(3yr term) Frank Berardelli

Planning Commission

(2yr term) Tom Wicks

(2yr term) Mike Williamson

(1yr term) Marilyn Druck

(1yr term) Kevin Siebecker

(4yr term) Peter Smith

(4yr term) Mike Johnson

(3yr term) Ed Osman

ADA Commission

Randy Campbell

David Mennig

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.

Abington Council of Governments Representative

David Jennings Primary and Mike Savitsky Alternate.

Act 32 Tax Collection Committee Representative

Randy Campbell Primary and Mike SavitskyAlternate.

Mo. By Savitsky seconded by Wicks to approve all above named committee appointments. 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

2014 are: Jan 21(Tues), Feb 18 (Tues), Mar 17, Apr 21, May 19, June 16, Jul 21, Aug 18, Sept 15, Oct 20, Nov 17, Dec 15, and Jan 5, 2015 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)

Community Bank N/A (Formerly First Liberty)

Peoples Security Bank (Formerly Peoples Neighborhood 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 Wicks. All in Favor.

Establishment of Employee Holidays

New Year's Day Jan 1

President's Day Feb 17

Good Friday Apr 18

Memorial Day May 26

Independence Day July 4

Labor Day Sept 1

Election Day Nov 4

Thanksgiving Nov 27

Christmas Dec 25

Mo. by Savitsky, seconded by Wicks. 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 Wicks to adjourn the meeting at 7:40pm. All in Favor.

Respectfully Submitted,

Joanne Benson
Secretary/Treasurer