

**GLENBURN TOWNSHIP BOARD OF SUPERVISORS'
ORGANIZATIONAL MEETING MINUTES
JANUARY 3, 2017**

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

Guests in Attendance: Bernadette Menendez

-Call to order with pledge to flag at 6:15 PM

Bernadette Menendez opened meeting asking a motion from Chairman to take over and run the Re- organization meeting for 2017. Motion was accepted by all.

Mike Savitsky took over the meeting.

-Nominations for Chairman of the Board of Supervisors

Mo. by Bill Wicks seconded by Dave Jennings to appoint Mike Savitsky.

All in Favor

Nominations for Vice Chairman of Board of Supervisors

Mo. by Mike Savitsky, seconded by Bill Wicks to appoint

Dave 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:

Secretary/Treasurer of Board

Bernadette Menendez \$18.62 /hr. Max 20 hr. /wk. (1040hrs. yr.)

Road Master

Mark Hopkins \$17.00/Hour -OT 150 max (1.5x)

Road Crew

Dale Richmond \$14.00/Hour -OT 150 max (1.5x) Thru Jan 22, 2016

Township Police

Abington Township \$60,032.28/year all-inclusive per contract on file at Glenburn Twp.

SEO

Dave Lamereaux \$40.00/hr.

Alternate SEO

Gary Wilding \$40.00 /hr.

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-\$16.16/hour for all other hourly matters.

Township Solicitor

Malcolm MacGregor \$90.00/hr

Township Engineer

BCM Engineers with Jack Scheuer as designated Engineer

Project Manager \$90.00/hr

Project Engineer \$80.00/hr

CAD Designer \$67.00/hr

Construction Inspector \$67.00/hr

Survey Crew (2 man) \$130.00/hr

Township Fire Protection

Clarks Summit Fire .75 Mils

Dalton Fire. .75 Mils

Zoning Hearing Board Solicitor

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

Open Records Officer

Bernadette Menendez Same as Secretary/Treasurer

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

COMMITTEE APPOINTMENTS

Emergency Management Coordinator

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

Recreation Board

Jim Davis

Dave Osterhout

Tim McCoy

Zoning Hearing Board

(2yr term) Don Webster

(1yr term) Gretchen Jennings

(3yr 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

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 Mike Savitsky , seconded by Dave Jennings to approve all above named committee appointments. All in Favor.

Establishment of Meeting Dates 2017

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

2017 are: Jan 17 (Tues), Feb 21 (Tues), Mar 20, Apr 17, May 15, June 19, Jul 17, Aug 21, Sept 18, Oct 16, Nov 20, Dec 18, and Jan 8, 2018 6PM re-organization meeting.

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

Establishment of Bank Depositories

PLGIT (Pennsylvania Local Government Investment Trust)

PennStar (Property Tax Deposits)

Community Bank N/A (Formerly First Liberty)

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

PA Infrastructure Bank

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

Establishment of Employee Holidays

New Year's Day Jan 1

President's Day Feb 20

Good Friday April 14

Memorial Day May 29

Independence Day July 4

Labor Day Sept 4

Election Day Nov 7

Thanksgiving Nov 23

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 6 mils, No increase for 2017

Mileage reimbursement at current Federal Guideline for Business.

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

Public Input:

Mo. by Mike Savitsky, 2nd by Dave Jennings to adjourn the meeting at 6:30 pm. All in Favor.

Respectfully Submitted,

Bernadette Menendez
Secretary/Treasurer