

**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, 2nd by Wicks to adjourn the meeting at 7:50 pm. All in Favor.

Respectfully Submitted,

Joanne Benson
Secretary/Treasurer