

Terry Steinheiser opened Connoquenessing Township's "Organization Meeting" at 8:00 a.m. on January 2, 2018 at the Connoquenessing Township Municipal Building. Present were Supervisors Terry Steinheiser, Edward Rupert and Ray Kroll. Four people signed in on the public sign in record on file.

OATH OF OFFICE

Steinheiser stated all three new elected officials turned in their "Oath of Office" forms. They include Ann Isaacs, Sharon Pawlowicz and Terry Steinheiser.

Steinheiser motioned to appoint Rupert as the Temporary Chairman. Kroll seconded. Roll call, yes. Rupert motioned to appoint Kroll as temporary Secretary. Steinheiser seconded. Roll call, yes. Rupert made a motion to appoint Steinheiser as Chairman. Kroll seconded. Roll call, yes. Steinheiser motioned to appoint Rupert as Vice-Chairman. Kroll seconded. Roll call, yes. Steinheiser motioned to appoint Brenda Davis to be permanent Secretary/Asst. Treasurer on the condition she signs a "Confidentiality and Non-Disclosure Agreement" with the Township. Rupert seconded. Roll call, yes. Steinheiser motioned to appoint Lee Kradel as Treasurer/Asst. Secretary on the condition she signs a "Confidentiality and Non-Disclosure Agreement" with the Township. Kroll, seconded. Roll call, yes.

Steinheiser motioned a 2% pay increase for the Secretary/Asst. Treasurer and Treasurer/Asst. Secretary. Rupert seconded. Roll call, yes.

Steinheiser motioned to set Treasurer's bond at \$750,000 for both the Treasurer and Asst. Treasurer. Kroll seconded. Roll call, yes.

Steinheiser motioned to appoint Kroll as roadmaster with his pay to be set by the elected auditors. Rupert seconded. Kroll abstained. Roll call, Rupert yes, Steinheiser yes, Kroll abstained.

Steinheiser motioned to reappoint Andrew Menchyk, Jr. with the firm "Stepanian & Menchyk, LLP" as solicitor at the same rate of \$145/hr. Rupert seconded. Roll call, yes.

Steinheiser motioned to reappoint Bill Braun from Senate Engineering as the Township's engineer at the rate of \$125/hr. Kroll seconded. Roll call, yes.

Rupert motioned to reappoint Myrna Gordon to the Chairman of the Vacancy Board. Kroll seconded. Roll call, yes.

Rupert motioned to appoint Ann Isaacs as the Township's interim tax collector and pay \$.50 per card. Kroll seconded. Roll call, yes. Rupert gave an example that if someone builds a garage in the middle of a taxing period, they are sent an interim tax bill which the Township will pay \$.50 per card to Mrs. Isaacs to collect. Mr. Rupert stated the regular tax cards are paid at \$1.00 per card per resolution.

Steinheiser motioned to appoint Kyrie Lokhaiser to a 4 year term on the Planning Commission through 12/31/21. Rupert seconded. Roll call, yes.

Steinheiser motioned to appoint Ed Rupert to Sherry Lokhaiser's remaining term on the Planning Commission through December 31, 2020. Kroll seconded. Roll call, Steinheiser yes; Kroll yes; Rupert abstained.

Rupert motioned to reappoint Dave Ice for 2018 as Primary SEO and reappoint Doug Duncan as Alternate SEO. Kroll seconded. Roll call, yes.

Kroll motioned to reappoint Dave Hazlet from Municipal Code Association as the Township's building permit inspector. Rupert seconded. Roll call, yes.

Kroll motioned to appoint the Commercial Building Inspector to be whoever Municipal Code Association uses which is Construction Code Inspectors (Mike Grill). Rupert seconded. Roll call, yes.

Steinheiser motioned to reappoint Eugene Henry as Dog Officer at same rate of \$128.75/quarterly and \$30.00 dog pickup. Rupert seconded. Roll call, yes.

Steinheiser stated there were two applicants for Code Enforcement Officer which were Leyne Lokhaiser and Sandra Cox. Rupert questioned if there is a limit to his/her hours per week? The board said 20/week. Kroll made a motion to appoint Sandra Cox as Code Enforcement Officer at the rate of \$16.97/hr. Rupert seconded. Roll call, yes.

Steinheiser motioned to reappoint Ed Rupert as Emergency Management Coordinator. Kroll seconded. Rupert abstained. Roll call, Kroll yes, Steinheiser yes, Rupert abstained.

Rupert motioned to retain Nextier Bank as the depository, seconded by Kroll. Roll call, yes.

Kroll motioned to appoint Steinheiser as the township's voting delegate at the State Convention in Hershey this year. Rupert seconded. Roll call, Rupert yes, Kroll yes, Steinheiser abstained.

Steinheiser motioned to reappoint Lee Kradel as delegate for the BCTCC. Rupert seconded. Roll call, yes.

Steinheiser motioned to reappoint Brenda Davis as the alternate delegate for the BCTCC. Kroll seconded. Roll call, yes.

Kroll motioned to reappoint Lee Kradel as the BCATO representative. Rupert seconded. Roll call, yes.

Steinheiser made a motion to approve 3 year contract with Maher Duessel through 2019. Rupert seconded. Roll call, yes. Motion made by Rupert to retain Maher Duessel as the CPA for 2018 to audit the 2017 books. Kroll seconded. Roll call, yes.

Steinheiser stated the road workers wage is set by the union contract.

Motion made by Steinheiser to set the Supervisors meetings for the first Wednesday of each month at 7:00 p.m. at the Township Building except for the July 4, 2018 meeting will be changed to July 5, 2018, seconded by Rupert. Roll call, yes.

Motion made by Kroll to set the Planning Commission meetings for the third Wednesday of each month at 7:00 p.m. at the Township Building at same rate of \$50/mo. Steinheiser seconded. Roll call, Kroll yes. Steinheiser yes. Rupert abstained.

Steinheiser mentioned holidays for the road workers are set by the union contract and motioned the Secretary/Asst. Treasurer and Treasurer/Asst. Secretary will follow the same. Kroll seconded. Roll call, yes. The holidays listed on the agenda were:

New Years Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Thanksgiving, either day after Thanksgiving or following Monday, 1/2 day Christmas Eve, Christmas Day

Rupert motioned the Secretary/Asst. Treasurer and Treasurer/Asst. Secretary to follow the same as road workers 5 personal days paid per year. Kroll seconded. Roll call, yes.

Rupert motioned the Secretary/Asst. Treasurer and Treasurer/Asst. Secretary to follow the same as road workers 4 sick days per year. Kroll seconded. Roll call, yes.

Steinheiser adjourned the meeting at 8:13 a.m. Rupert seconded. Roll call, yes.