

Edward Rupert opened the Connoquenessing Township's "Organization Meeting" at 6:30 p.m. on January 4, 2016 at the Connoquenessing Township Municipal Building. Present were Supervisors Edward Rupert and Ray Kroll. Terry Steinheiser was not present. Three people signed in on the public sign in record on file.

#### **OATH OF OFFICE**

Rupert let the public know he had taken his "Oath of Office" and it is on file at the Township.

Kroll motioned to appoint Ed Rupert as the Temporary Chairman. Rupert, abstained then seconded the motion because there was no other board member present to second the motion. Roll call, yes. Rupert made a motion to appoint Kroll as temporary Secretary. Kroll, seconded. Roll call, yes. Kroll made a motion to appoint Steinheiser as Chairman. Rupert, seconded. Roll call, yes. Kroll made a motion to appoint Rupert as Vice-Chairman. Rupert, abstained then seconded. Roll call, yes. Kroll motioned to appoint Brenda Davis to be permanent Secretary and Asst. Treasurer. Rupert, seconded. Roll call, yes. Kroll motioned to appoint Lee Kradel as Treasurer and Asst. Secretary. Rupert, seconded. Roll call, yes. Kroll stated Brenda Davis will need to get bonded.

Rupert motioned to set Secretary/Asst. Treasurer and Treasurer/Asst. Secretary pay rate at the current \$17.49/hr. Kroll, seconded. Roll call, yes. Rupert motioned a 2% increase (\$.35) which was budgeted for the Secretary/Asst. Treasurer and Treasurer/Asst. Secretary for a new rate of \$17.84. Kroll did not second, motion died.

Rupert motioned to set Treasurer's bond at \$750,000 which he stated would be bonding both the Treasurer and Asst. Treasurer. Kroll, seconded. Roll call, yes.

Rupert motioned to appoint Kroll as roadmaster with his pay to be set by the elected auditors. Kroll asked Mr. Menchyk, Jr. if he could second this and vote for himself? Mr. Menchyk, Jr. stated, "yes". Kroll, seconded. Roll call, yes.

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

Rupert motioned to reappoint Senate Engineering as the Township's engineer at the same rate of \$120/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 Sandra Cox, Diane Hanchosky and Brent Benoit to 4 year terms on the Planning Commission. Kroll, seconded. Roll call, yes.

Rupert motioned to reappoint Dave Ice for 2016 as Primary SEO. Kroll, seconded. Roll call, yes. Rupert made a motion to reappoint Doug Duncan as Alternate SEO. Kroll, seconded. Roll call, yes.

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

Rupert motioned to appoint the Commercial Building Inspector to be whoever Municipal Code Association uses. Kroll, seconded. Roll call, yes.

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

Rupert made a motion to reappoint Leyne Lokhaiser as Code Enforcement Officer at the same rate of \$16.97/hr. at a maximum of 20 hours per week. Kroll seconded. Roll call, yes.

Rupert stated there were no applicants for Emergency Management Coordinator. Kroll asked Rupert if he would be interested? Rupert stated he had done this at the County and would accept the nomination. Kroll motioned to appoint Rupert as Emergency Management Coordinator. Rupert, abstained and then seconded. Roll call, yes.

Rupert motioned to retain Nextier Bank as the depository. Rupert and Kroll did say they would like to discuss, with Nextier Bank, some fees that are charged to the Township and whether some monies could be moved to higher interest rate accounts. Mr. Pawlowicz said he just moved the tax collection monies to Nextier Bank and negotiated no fees being charged. After further discussion, Rupert re-motioned to retain Nextier Bank as the depository, seconded by Kroll. Roll call, yes.

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

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

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

Motion made by Rupert to retain Maher Duessel as the CPA for 2016 to audit the 2015 books. Kroll, seconded. Roll call, yes.

Rupert stated the road workers wage is set by the union contract. Rupert motioned to approve these wages for the next year. Kroll, seconded. Roll call, yes.

Motion made by Rupert to set the Supervisors meetings for the first Wednesday of each month at 7:00 p.m. at the Township Building, seconded by Kroll. Roll call, yes.

Motion made by Rupert 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. Kroll, seconded. Roll call, yes.

Rupert 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 holiday's 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. Kroll stated the union contract should be followed by everyone taking 1/2 days or full days off.

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.

Tom Pawlowicz made a comment like he should be the delegate for the BCTCC. Lee Kradel stated Mr. Pawlowicz had been the delegate through 2014 but didn't want it anymore. Rupert asked Mr. Pawlowicz if he wanted to be the delegate? Mr. Pawlowicz said, "no".

Rupert adjourned the meeting at 6:46 p.m. Kroll, seconded. Roll call, yes.