

January 6, 2020
7:00 PM

The reorganization meeting of the Monroe Township Board of Supervisors was called to order by 2019 Chairman, Mr. Castle.

ATTENDANCE

A.W. Castle, III, Chairman
Phil Kehoe, Vice-Chairman
Carl Kuhl, Supervisor

Michael Pykosh, Solicitor
Bill Rudy, Engineer
Karen Lowery, Secretary

The meeting was turned over to Mr. Pykosh.

ELECT:

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of all Supervisors it was duly RESOLVED to select A.W. Castle as Chairman of the Board of Supervisors for the year 2020.

On the motion of Mr. Castle and seconded by Mr. Kuhl, and by vote of the Supervisors it was duly RESOLVED to select Phil Kehoe as Vice Chairman of the Board of Supervisors for the year 2020.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Karen Lowery as Secretary/Treasurer for 2020.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Greg Rogalski of Pennoni Associates as Zoning Officer and Codes Enforcement for 2020.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Robert Hollabaugh of Pennoni Associates as Building Codes Inspector for 2020.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Greg Hertzler as Roadmaster for 2020.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint John Stamy as Assistant Roadmaster for 2020.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint the Michael Pykosh of the firm of Dethlefs-Pykosh Law Group, LLC as Solicitor for 2020.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Greg Rogalski of the firm of Pennoni Associates as

civil engineer for 2020.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Tim Wargo of the firm of Hoover Engineering as Sewage Enforcement Officer for 2020.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Chris Hoover of the firm of Hoover Engineering and Gary Morrow as alternate SEOs for 2020.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Bill Rudy of Pennoni Associates as Sewer Engineer for 2020.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to select F&M as depository for 2020.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to have Jeff Wilbur continue with the maintenance for the southern sewer district for 2020.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Cumberland County Tax Bureau to collect the Earned Income Tax and Local Services Tax; and to appoint Holly Wood as the Delegate, Karen Lowery as the 1st Alternate, Richard Beaty as the 2st Alternate and Mike Dieffenbach as the 3rd Alternate.

On the motion of Mr. Kehoe and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Carl Kuhl as Delegate to the Capital Region Council of Governments and Mike Pykosh as Alternate.

SET:

Mr. Kuhl stated the Cost of Living for 2020 was set at 1.6%, but thought a 2% increase was fair for those who performed above average. Increases were based on the employee performance reviews that were recently completed.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the Secretary/Treasurer hourly wage at \$23.57, which is a 2% increase.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to set the Administrative Assistant hourly wage at \$20.93, which is a 2% increase.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to not increase the Roadmaster wage, since he just received an

increase in August. The Board added that the Roadmaster is doing a very good job.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to set the Assistant Roadmaster hourly wage at \$26.39, which is a 2% increase.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the laborer, operator, truck driver hourly wage for Lee at \$23.96, which is a 1% increase.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to set the laborer, operator, truck driver hourly wage for Adam at \$21.92, which is a 1.5% increase.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the laborer, operator, truck driver hourly wage for Damon at \$22.03, which is a 2% increase.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the rate for the Zoning Hearing Board attorney at \$90.00 per hour. This represents no increase.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the Zoning Hearing Board members hearing rate at \$28.50. This represents no increase.

On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to set the Solicitor rate for 2020 at \$100.00 per hour. This represents no increase.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the hourly rates for the Engineer as follows for 2020 : Township/Authority Engineer - \$138.00; Senior Process Professional - \$148.00; Senior Professional - \$135.50; Project Professional - \$123.00; Staff Professional - \$107.50; Associate Professional - \$104.00; Graduate Professional - \$97.50; Technician I - \$80.00; Technical II - \$88.50; Field Technician - \$76.50; 2 Person Survey Crew - \$159.00; Project Assistant - \$61.50; Mileage - \$.575/mile.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to set the rates for the Zoning Officer, Codes, and Building Inspector as follows for 2020: Zoning & Code Enforcement Monthly Retainer - \$3,000.00/month; Building Code official - \$93.40/hour; Mileage - \$.575/mile.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the rates for Jeff Wilbur to provide maintenance services for the southern sewer district as follows: Inspections \$216.00; Clean wet well baskets every 2 weeks \$397.00; Service grinder system \$92.00/hr. per man; service grinder system after hours, weekends or

holidays \$138.00/hr. per man.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to set mileage reimbursement rate at \$.575/mile.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the holidays as follows:

New Year's Day	General Election
President's Day	Veteran's Day
Good Friday	Thanksgiving
Primary Election	Day after Thanksgiving
Memorial Day	Christmas
Independence Day	Last working day before Christmas
Labor Day	Last working day before New Year's - Close at noon

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the treasurer's bond at 1.5 million coverage with Selective Insurance, through Kocman Insurance agency, at a cost of \$1,000.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to set the administrative assistant's bond at 750,000 coverage with Selective Insurance, through Kocman Insurance agency, at a cost of \$625.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the employee co-pay for health insurance rate at 5%. Mr. Kehoe added that this needs to be reviewed for 2021.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize electronic bill pay (ach) for reoccurring utilities, credit card payments and loans.

SELECT:

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors present it was duly RESOLVED to appoint Justin Eberly as Emergency Management Coordinator.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors present it was duly RESOLVED to appoint Scott Schminky as Assistant Emergency Management Coordinator.

Mr. Kehoe stated that there is a vacancy on the Planning Commission. There are 3 residents who were on the vacancy list and showed interest. The first candidate has a military background, the second candidate works at Ashcombe's and is interested in environmental issues, and the third candidate has a legal background.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Michael Mira to a 5-year term on the Planning Commission.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Kathy Mulvey to a 5-year term on the Recreation Board.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Paul Rast to a 3-year term on the Zoning Hearing Board.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by vote of the Supervisors it was duly RESOLVED to appoint Kevin Miller to a 5-year term on the Municipal Authority.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Jeremy Zeigler as the Fire Marshal.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Mike Mixell as the Assistant Fire Marshal.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Keith Schneider to a 5-year term on the Uniform Construction Code Appeals Board.

Mr. Kehoe thanked Mr. Beaty for his time on the Vacancy Board, as he is not seeking reappointment. He added that Heather Dunn has shown interest in serving on the Vacancy Board, as long as there aren't any conflicts with her being on the School Board. Mr. Pykosh has confirmed there are no conflicts if she would serve on the Vacancy Board.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Heather Dunn to serve as Chairman of the Vacancy Board.

RESOLUTIONS SETTING FEES:

Resolution 2020-01

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2020-01, the General Fee Schedule. There were no changes in the fees.

Resolution 2020-02

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2020-02, the Uniform Construction Code fee schedule. There was one increase for electrical inspections.

Resolution 2020-03

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2020-03, the Sewage Enforcement fee schedule. Fee increases were reviewed.

ADJOURN

The Reorganization meeting was concluded at 7:35 PM.

Respectfully submitted,

Karen M. Lowery
Secretary/Treasurer