

January 7, 2019
7:00 PM

The reorganization meeting of the Monroe Township Board of Supervisors was called to order by 2018 Chairman, Mr. Castle.

ATTENDANCE

A.W. Castle, III, Chairman	Michael Pykosh, Solicitor
Phil Kehoe, Vice-Chairman	Chris Gleeson, Solicitor
Carl Kuhl, Supervisor	Greg Rogalski, 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 2019.

On the motion of Mr. Castle and seconded by Mr. Kehoe, 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 2019. Mr. Kuhl did not vote.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Karen Lowery as Administrative Assistant / Secretary/Treasurer for 2019.

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 2019.

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 2019.

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 2019.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint John Stamy as Assistant Roadmaster for 2019.

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 2019.

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 the firm of Pennoni Associates as civil engineer for 2019.

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 2019.

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 2019.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Bill Rudy of Pennoni Associates as Sewer Engineer for 2019.

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 2019. Mr. Kuhl added that the banking situation needs to be reviewed in 2019.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, 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 2019.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, 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 Karen Lowery and Holly Wood as Representatives to the Board, Richard Beaty as the 1st Alternate and Mike Dieffenbach as the 2nd 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. Castle suggested a 3% increase for the township employees. Mr. Kuhl felt that Holly Wood should increase more for the additional work she is doing. He suggested a 6% increase. Mr. Kehoe agreed. There will not be an increase for the new roadmaster or newly hired employee, as they are both in probationary periods with their positions.

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 Administrative Assistant / Secretary/Treasurer hourly wage at \$23.11.

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 Administrative Assistant hourly wage at \$20.52.

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 Assistant Roadmaster hourly wage at \$25.87/hr.

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 at \$23.72/hr. for Lee.

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 at \$21.60/hr. for Adam.

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. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to set the Solicitor rate for 2019 for Michael Pykosh at \$100.00 per hour. This represents no 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 hourly rates for the Engineer as follows for 2019 : Township Engineer - \$135.00; Senior Process Professional - \$145.00; Senior Professional - \$132.50; Project Professional - \$120.00; Staff Professional - \$106.00; Associate Professional - \$102.00; Graduate Professional - \$95.50; Technician I - \$78.00; Technical II - \$86.00; Field Technician - \$75.00; 2 Person Survey Crew - \$155.00; Project Assistant - \$60.00; Mileage - \$.58/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 2019: Zoning & Code Enforcement Monthly Retainer - \$3,000.00/month; Building Code official - \$92.00/hour; Mileage - \$.58/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 \$198; Clean wet well baskets every 2 weeks \$370; Service grinder system \$78/hr per man; service grinder system after hours, weekends or holidays \$117.00/hr per man. This represents no 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 mileage reimbursement rate at \$.58/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
President's Day
Good Friday
Primary Election
Memorial Day
Independence Day
Labor Day

General Election
Veteran's Day
Thanksgiving
Day after Thanksgiving
Christmas
Last working day before Christmas
Last working day before
New Year's - Close at noon

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 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. Kuhl, and seconded by Mr. Kehoe, 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 in the 4th quarter of 2019 this will need to be looked at and reevaluated.

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

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

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Dave DeNicholas 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 Cathie Fartely 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 Greg Sheffer to a 3 year term on the Zoning Hearing Board.

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

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Jeremy Zeigler as the 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 Mike Mixell as the Assistant 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 Joe McCorkel to a 5 year term on the Uniform Construction Code Appeals 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 Richard Beaty to serve as Chairman of the Vacancy Board .

RESOLUTIONS SETTING FEES:

Resolution 2019 - 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 2019-02, the General Fee Schedule.

Resolution 2019-03

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 2019-03, the Uniform Construction Code fee schedule.

Resolution 2019-04

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 2019-04, the Sewage Enforcement fee schedule.

ADJOURN

The Reorganization meeting was concluded at 7:47 PM.

Respectfully submitted,

Karen M. Lowery
Secretary/Treasurer