

**DISTRICT TOWNSHIP SUPERVISORS
REORGANIZATION MEETING**

JANUARY 4, 2021

The Reorganization Meeting of the District Township Board of Supervisors was called to order at 7:04 PM by Leonard Robb, who was appointed **TEMPORARY CHAIRMAN** at the November Board of Supervisors Business Meeting. Present were Supervisors Ed Overberger, Leonard Robb and John Burger (conference call) as well as Secretary Elaine Schwien (conference call). No citizens were present. *COVID-19 – conference call option, social distancing.

1. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint Ed Overberger **CHAIRMAN** for the year 2021. All in favor.
2. A motion was made by Mr. Overberger, seconded by Mr. Burger, to appoint Leonard Robb **VICE-CHAIRMAN** for the year 2021. All in favor.
3. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Elaine Schwien **SECRETARY** for the year 2021 at a rate of compensation of \$21.22/hr. All in favor.
4. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Karen Krall **TREASURER** for the year 2021 at a rate of compensation of \$23.57/hr. All in favor.
5. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint Ed Overberger **ROADMASTER** for the year 2021 at a rate of \$22.29/hr. All in favor.
6. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint Robert Ralston III **ASSISTANT ROADMASTER** for the year 2021 at a rate of \$22.29/hr. All in favor.
7. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint Christopher King **ROAD CREW MECHANIC** for the year 2021 at a rate of \$21.17/hr. All in favor.
8. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint Joanne Ralston, John Musselman, Tim Adam and Leonard Robb **ROAD CREW EMPLOYEES** for the year 2021, each at the rate of \$19.94/hr. All in favor.
9. A motion was made by _____, seconded by _____, to appoint _____ as **Part-Time Employee, as needed**, for the year 2021, at the rate of \$ _____/hr. All in favor.
10. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Eugene Orlando, Jr. as **TOWNSHIP SOLICITOR** for the year 2021 at a rate of \$185.00/hr., in minimum increments of two-tenths of an hour and paralegal rate shall be billed at \$150.00/hr., where applicable. All in favor.

11. A motion was made by Mr. Robb, seconded by Mr. Overberger, to adopt Resolution 2021-1, appointing the Solicitor for the Township and establishing the solicitor fees for the calendar year 2021. All in favor.
12. A motion was made by Mr. Robb, seconded by Mr. Overberger, to ratify and confirm appointment of Jill Nagy of Summers Nagy Law Offices Inc. as **ZONING HEARING BOARD SOLICITOR** for the year 2021 at a rate of \$150.00/hr. and paralegal services of \$75.00/hr. All in favor.
13. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint for year 2021 Elaine Schwien **Open Records Officer** at the hourly Secretary wage set forth above. All in favor.
14. A motion was made by Mr. Robb, seconded by Mr. Overberger, to ratify and confirm Resolution **2017-2**, re-appointing for year 2021 Rose Lamaestra as **Tax Collection Committee (TCC) primary delegate** and Craig Neiman as **TCC alternate delegate to the TCC Executive Committee**, representing District Township. All in favor.
15. A motion was made by Mr. Robb, seconded by Mr. Overberger, to allow the Roadmaster and Assistant Roadmaster to spend up to \$2,000.00 per month for **EMERGENCY REPAIRS AND PURCHASES**. All in favor.
16. A motion was made by Mr. Robb, seconded by Mr. Burger, that all Township employees while on Township business and using their own vehicles are to be **REIMBURSED** by the Township at the current Federal rate. All in favor.
17. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint LTL Consultants, Ltd. **Zoning Officer** of District Township for an indeterminate period of time per the rate schedule as submitted for 2021. All in favor.
18. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint LTL Consultants, Ltd. **Township Engineer** of District Township for an indeterminate period of time, per the rate schedule as submitted for 2021. All in favor.
19. A motion was made Mr. Robb, seconded by Mr. Burger, to appoint Robert H. Wuerth, [certification #03430]; Bradley A. Pflum, [certification #02972]; Paul E. Labe, III, [certification #03861]; Matthew P. Hoffert, [certification #03540] as **FIRST PRIMARY SEWAGE OFFICERS** and appoint W. David Wallace, [certification #03573] **ALTERNATE SEWAGE ENFORCEMENT OFFICER** of District Township for an indeterminate period of time per the rate schedule submitted for 2021. All in favor.
20. A motion was made by Mr. Robb, seconded by Mr. Burger, to adopt Resolution 2021-2, setting the 2021 comprehensive fee schedule for an indeterminate period of time. All in favor.
21. A motion was made by Mr. Robb, seconded by Mr. Burger, to adopt Resolution 2021-3, appointing the Township engineer for the Township and establishing the engineer fees for the calendar year 2021. All in favor.

22. A motion was made by Mr. Robb, seconded by Mr. Burger, to adopt Resolution 2021-4 designating Barbara Akins Certified Public Accountant to audit the accounts of District Township for year 2020. The compensation for conducting the year-end 2020 audit shall not exceed \$4,220.00, unless approved by subsequent vote of a majority of the Supervisors. All in favor.
23. A motion was made by Mr. Robb, seconded by Mr. Burger, to set the penalty on **DELINQUENT REAL ESTATE AND PER CAPITA TAXES** at a rate of 10% for 2021. All in favor.
24. A motion was made by _____, seconded by _____, to appoint _____ **CHAIRMAN OF THE VACANCY BOARD** for the year 2021. All in favor.
25. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint Jackie Watkins as District Township Tax Collector and Mollie Prey as Deputy (for Jackie Watkins), to fill the vacancy until next general election. All in favor.
26. A motion was made by Mr. Robb, seconded by Mr. Burger, to adopt Resolution 2021-5 revising the signatories on the District Township Tax Collector account. All in favor.
27. A motion was made by Mr. Robb, seconded by Mr. Overberger, to pay the **TAX COLLECTOR** 3.25% commission on tax collection. All in favor.
28. A motion was made by Mr. Overberger, seconded by Mr. Burger, to appoint Leonard Robb, as **CHAIRMAN OF THE BUILDING COMMITTEE**. All in favor.
29. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint Ed Overberger, as **ASSISTANT CHAIRMAN OF THE BUILDING COMMITTEE**. All in favor.
30. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint Ed Overberger, as **VOTING DELEGATE** to the State Association of Township Supervisors. All in favor.
31. A motion was made by Mr. Robb, seconded by Mr. Burger, to set the **BOARD OF SUPERVISORS REGULAR MONTHLY MEETING**, for the third Thursday of every month at 7:00 p.m., at the Municipal Building, 202 Weil Road. All in favor.
32. A motion was made by Mr. Robb, seconded by Mr. Burger, to set the **PLANNING COMMISSION MONTHLY MEETING**, for the first Thursday of every month at 7:00 p.m., at the Municipal Building. All in favor.
33. A motion was made by _____, seconded by _____, to appoint _____ to the **Zoning Hearing Board** for a 3-year term. All in favor.
34. A motion was made by Mr. Robb, seconded by Mr. Burger, to approve Zoning Hearing Board pay at **\$30 per meeting attended**, if so desired, per member. All in favor.

35. A motion was made by Mr. Overberger, seconded by Mr. Burger, to adopt Resolution 2021-6 establishing the Zoning Hearing Board compensation for services for the calendar year 2021. All in favor.
36. A motion was made by _____, seconded by _____, to appoint _____ as the **Zoning Hearing Board Alternate** for a 3-year term. All in favor.
37. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint Michael Carr to the **Planning Commission** for a 4-year term. All in favor.
38. A motion was made by _____, seconded by _____, to appoint _____ to the **Planning Commission** for a 4-year term. All in favor.
39. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint Rudy Keller to the **Environmental Advisory Committee** for a 3-year term. All in favor.
40. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint Piper Sherburne to the **Environmental Advisory Committee** for a 3-year term. All in favor.
41. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint George Benjamin to the **Agricultural Security Area Committee** for a 4-year term. All in favor.
42. A motion was made by _____, seconded by _____, to appoint _____ to the **Agricultural Security Area Committee** for a 4-year term. All in favor.
43. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint Matthew Simpson to the **Recreation Committee** for a 3-year term. All in favor.
44. A motion was made by _____, seconded by _____, to appoint _____ to the **Recreation Committee** for a 3-year term. All in favor.
45. A motion was made by Mr. Robb, seconded by Mr. Overberger, to set the **ENVIRONMENTAL ADVISORY COMMITTEE MONTHLY MEETING** for the first Monday of every month at 6:30 p.m., unless it is a holiday, then it will be held the following Monday. All in favor.
46. A motion was made by Mr. Robb, seconded by Mr. Overberger, to allow the Environmental Advisory Committee to spend \$500.00 annually for supplies. All in favor.
47. A motion was made by Mr. Robb, seconded by Mr. Overberger, to set the **RECREATION COMMITTEE QUARTERLY MEETING** the third Thursday of March, June, September and December at 6:30 p.m., at the Municipal Building. All in favor.
48. A motion was made by Mr. Robb, seconded by Mr. Burger, to approve the annual advertisement of the aforementioned regularly scheduled monthly and quarterly meetings. All in favor.

49. A motion was made by Mr. Robb, seconded by Mr. Burger, to appoint Donna Matz for year 2021 to fill the *vacant* **elected auditor position**. All in favor.
50. A motion was made by Mr. Robb, seconded by Mr. Overberger, to approve Planning Commission pay at **\$25 per meeting attended**, if so desired, per member. All in favor.
51. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint BB&T Bank/Truist **DEPOSITORY** of Township funds. All in favor.
52. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint PLGIT **DEPOSITORY** of Township funds. All in favor.
53. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Tompkins VIST Bank **DEPOSITORY** of Township funds. All in favor.
54. A motion was made by Mr. Overberger, seconded by Mr. Robb, to set the **TREASURER'S BOND** at \$1,250,000.00 for the year 2021. All in favor.
55. A motion was made by Mr. Overberger, seconded by Mr. Burger, to appoint Jeff Reitnauer as **Fire Marshall** for District Township for year 2021. All in favor.
56. A motion was made by Mr. Overberger, seconded by Mr. Burger, to appoint Tim Adam as **Emergency Management Coordinator** for District Township for the year 2021. All in favor.

OTHER BUSINESS

Mr. Overberger made a motion to authorize Gerhart, Hartman & Ritner Ltd. to increase District Township's premium from \$750 to \$875 for a Treasurer's Bond of \$1,250,000.00. Seconded by Mr. Robb. All in favor.

The Board of Supervisors discussed COVID-19 protocols. They agreed to temporarily close the Township office to the public. The Treasurer and Secretary will temporarily work from home.

PUBLIC PARTICIPATION

ADJOURNMENT

With no further business to come before the Board, there was a motion made by Mr. Overberger, seconded by Mr. Robb, to adjourn the meeting at 8:11 p.m. All in favor.

Respectfully submitted,

Elaine Schwien
District Township Secretary