

DISTRICT TOWNSHIP SUPERVISORS
REORGANIZATION MEETING

JANUARY 3, 2022

The Reorganization Meeting of the District Township Board of Supervisors was called to order at 7:02 p.m. by Leonard Robb, who was appointed **TEMPORARY CHAIRMAN** at the December Board of Supervisors Business Meeting. Present were Supervisors Ed Overberger, Leonard Robb and Ron Leibowitz, as well as Secretary Elaine Schwien. No citizens were present.

1. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint Ed Overberger **CHAIRMAN** for the year 2022. All in favor.
2. A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to appoint Leonard Robb **VICE-CHAIRMAN** for the year 2022. All in favor.
3. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Elaine Schwien **SECRETARY** for the year 2022 at a rate of compensation of \$22.07/hr. All in favor.
4. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Karen Krall **TREASURER** for the year 2022 at a rate of compensation of \$24.51/hr. All in favor.
5. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint Ed Overberger **ROADMASTER** for the year 2022 at a rate of \$23.18/hr. All in favor.
6. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Robert Ralston III **ASSISTANT ROADMASTER** for the year 2022 at a rate of \$23.18/hr. All in favor.
7. A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to appoint Joanne Ralston, John Musselman, Ron Leibowitz, Ken Schroeder, Tim Adam and Leonard Robb **ROAD CREW EMPLOYEES** for the year 2022, each at the rate of \$20.74/hr. All in favor.
8. A motion was made by _____, seconded by _____, to appoint _____ as **Part-Time Employee, as needed**, for the year 2022, at the rate of \$_____/hr. All in favor.
9. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Eugene Orlando, Jr. as **TOWNSHIP SOLICITOR** for the year 2022 at a rate of \$195.00/hr., in minimum increments of two-tenths of an hour and paralegal rate shall be billed at \$160.00/hr., where applicable. All in favor.
10. A motion was made by Mr. Overberger, seconded by Mr. Robb, to adopt Resolution 2022-1, appointing the Solicitor for the Township and establishing the solicitor fees for the calendar year 2022. All in favor.

11. A motion was made by Mr. Overberger, seconded by Mr. Robb, to ratify and confirm appointment of Jill Nagy of Summers Nagy Law Offices Inc. as **ZONING HEARING BOARD SOLICITOR** for the year 2022 at a rate of \$150.00/hr. and paralegal services of \$75.00/hr. All in favor.
12. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint for the year 2022 Elaine Schwien **Open Records Officer** at the hourly Secretary wage set forth above. All in favor.
13. A motion was made by Mr. Overberger, seconded by Mr. Robb, to ratify and confirm Resolution 2021-12 (passed 8/19/21), re-appointing for the year 2022 Rose Lamaestra as **Tax Collection Committee (TCC) primary delegate** and Nicole DelGuerico as **TCC alternate delegate to the TCC Executive Committee**, representing District Township. All in favor.
14. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to allow the Roadmaster and Assistant Roadmaster to spend up to \$2,000.00 per month for **EMERGENCY REPAIRS AND PURCHASES**. All in favor.
15. A motion was made by Mr. Robb, seconded by Mr. Overberger, 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.
16. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint LTL Consultants, Ltd. **Zoning Officer** of District Township for an indeterminate period of time, per the rate schedule as submitted for 2022. All in favor.
17. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint LTL Consultants, Ltd. **Township Engineer** of District Township for an indeterminate period of time, per the rate schedule as submitted for 2022. All in favor.
18. A motion was made by Mr. Robb, seconded by Mr. Overberger, to appoint Bradley A. Pflum, [certification #02972]; Paul E. Labe III, [certification #03861]; and Matthew P. Hoffert, [certification #03540] as **FIRST PRIMARY SEWAGE OFFICERS** and to appoint W. David Wallace, [certification #03573] as **ALTERNATE SEWAGE ENFORCEMENT OFFICER** of District Township for an indeterminate period of time, per the rate schedule as submitted for 2022. All in favor.
19. A motion was made by Mr. Robb, seconded by Mr. Overberger, to adopt Resolution 2022-2, setting the 2022 comprehensive fee schedule for an indeterminate period of time. All in favor.
20. A motion was made by Mr. Robb, seconded by Mr. Overberger, to adopt Resolution 2022-3, appointing the Township engineer for the Township and establishing the engineer fees for the calendar year 2022. All in favor.

21. A motion was made by Mr. Overberger, seconded by Mr. Robb, to adopt Resolution 2022-4, designating Barbara Akins Certified Public Accountant to audit the accounts of District Township for year 2021. The compensation for conducting the year-end 2021 audit shall not exceed \$4,480.00, unless approved by subsequent vote of a majority of the Supervisors. All in favor.
22. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to set the penalty on **DELINQUENT REAL ESTATE AND PER CAPITA TAXES** at a rate of 10% for 2022. All in favor.
23. A motion was made by _____, seconded by _____, to appoint _____ **CHAIRMAN OF THE VACANCY BOARD** for the year 2022. All in favor.
24. A motion was made by Mr. Overberger, seconded by Mr. Robb, to adopt Resolution 2022-5, revising the signatories on the District Township Tax Collector account.
25. A motion was made by Mr. Overberger, seconded by Mr. Robb, to pay the **TAX COLLECTOR** 3.25% commission on tax collection. All in favor.
26. A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to appoint Leonard Robb, as **CHAIRMAN OF THE BUILDING COMMITTEE**. All in favor.
27. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint Ed Overberger, as **ASSISTANT CHAIRMAN OF THE BUILDING COMMITTEE**. All in favor.
28. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint Ed Overberger, as **VOTING DELEGATE** to the State Association of Township Supervisors. All in favor.
29. A motion was made by Mr. Overberger, seconded by Mr. Robb, 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.
30. A motion was made by Mr. Overberger, seconded by Mr. Robb, 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.
31. A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to appoint David Schwien to the **Zoning Hearing Board** for a 3-year term. All in favor.
32. A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve Zoning Hearing Board pay at **\$30 per meeting attended**, if so desired, per member. All in favor.
33. A motion was made by Mr. Overberger, seconded by Mr. Robb, to adopt Resolution 2022-6, appointing Zoning Hearing Board members and establishing compensation for services for the calendar year 2022. All in favor.

34. A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to appoint Piper Sherburne to the **Planning Commission** for a 4-year term. All in favor.
35. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Louis Farina to the **Planning Commission** for a 4-year term. All in favor.
36. A motion was made by _____, seconded by _____, to appoint _____ to the **Planning Commission** for a 4-year term. All in favor.
37. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Michael Carr to the **Environmental Advisory Committee** for a 3-year term. All in favor.
38. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint Piper Sherburne to the **Agricultural Security Area Committee** for a 4-year term. All in favor.
39. A motion was made by _____, seconded by _____, to appoint _____ to the **Agricultural Security Area Committee** for a 4-year term. All in favor.
40. A motion was made by _____, seconded by _____, to appoint _____ to the **Agricultural Security Area Committee** for a 4-year term. All in favor.
41. A motion was made by Mr. Overberger, seconded by Mr. Robb, to appoint John Burger to the **Recreation Committee** for a 3-year term. All in favor.
42. A motion was made by _____, seconded by _____, to appoint _____ to the **Recreation Committee** for a 3-year term. All in favor.
43. A motion was made by Mr. Overberger, seconded by Mr. Robb, 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.
44. A motion was made by Mr. Overberger, seconded by Mr. Robb, to allow the Environmental Advisory Committee to spend \$500.00 annually for supplies. All in favor.
45. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, 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.
46. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to approve the annual advertisement of the aforementioned regularly scheduled monthly and quarterly meetings. All in favor.

47. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to approve Planning Commission pay at **\$25 per meeting attended**, if so desired, per member. All in favor.
48. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint Truist Bank **DEPOSITORY** of Township funds. All in favor.
49. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint PLGIT **DEPOSITORY** of Township funds. All in favor.
50. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint Tompkins Community Bank **DEPOSITORY** of Township funds. All in favor.
51. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to set the **TREASURER'S BOND** at \$1,700,000 for the year 2022. All in favor. Mr. Robb made a motion to authorize Gerhart, Hartman & Ritner Ltd. to increase District Township's premium from \$875 to \$1,100 for a Treasurer's Bond of \$1,700,000. Seconded by Mr. Leibowitz. All in favor.
52. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint Jeff Reitnauer as **Fire Marshall** for District Township for the year 2022. All in favor.
53. A motion was made by Mr. Robb, seconded by Mr. Leibowitz, to appoint Tim Adam as **Emergency Management Coordinator** for District Township for the year 2022. All in favor.

OTHER BUSINESS

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 8:02 p.m. All in favor.

Respectfully submitted,

Elaine Schwien
District Township Secretary