

BOARD OF SUPERVISORS

SCHUYLKILL TOWNSHIP
75 WALNUT STREET P.O. BOX 405
MARY-D, PA 17952

The reorganization meeting of the Supervisors of Schuylkill Township was held on Monday January 5th at 6pm. The regular meeting followed. The meeting was held in the Schuylkill Township Municipal Building. Those present included Charles Hosler, Christine Verdier and Charles Fayash. The Pledge of Allegiance was recited.

Verdier made a motion to appoint Charlie Hosler as Chairperson, Fayash Second, All Approved.

Hosler made a motion to appoint Suzanne Apanavage as Temporary Secretary/Treasurer. Verdier Second, All Approved.

Hosler made a motion to appoint Jaime Moore as Secretary/Treasurer at a pay rate of \$13/hr for a maximum of 29 hours with a 2% bonus on garbage collections and \$150 monthly stipend for personal vehicle usage. Verdier Second, All Approved.

Hosler made a motion to appoint Suzanne Apanavage as Assistant Secretary/Treasurer, Verdier Second, All Approved.

Verdier made a motion to appoint Charles Hosler as Roadmaster, Hosler Second. Roll Call: Hosler-Yes; Verdier-Yes; Fayash-No. Motion approved.

Hosler made a motion to appoint Christine Verdier as Police Liaison, Verdier Second. All Approved.

Hosler made a motion to appoint Christine Verdier as Vice Chairperson, Fayash second. All Approved.

Hosler made a motion to pay Auditors \$10/hr, Verdier Second. All Approved.

Hosler made a motion to set wages at \$14/hr for maintenance department and Joseph Pedron to be paid \$15, Verdier Second. All Approved.

Hosler made a motion to keep the treasurer's bond at \$400k, Verdier Second. All Approved.

Hosler made a motion to appoint Jennifer Dempsey as part time township Police Officer for a maximum of 29hrs/week at \$15/hour, Verdier Second, All Approved.

Hosler made a motion to appoint Michael Greek as Solicitor at a rate of \$90/hr, Verdier Second. All Approved.

Hosler made a motion to appoint Tom Slane, Sr. as Emergency Management Coordinator and Dennis Harris as Deputy, Second by Verdier. All Approved.

Hosler made a motion to appoint Alfred Benesch as Township Engineering Firm, Verdier Second. All Approved.

Hosler made a motion to keep the tax collector commission at 5%, Verdier Second. All Approved.

Hosler made a motion to retain William Brior as township Sewage Enforcement Officer, Verdier Second. Roll Call: Hosler-Yes; Verdier-Yes; Fayash-No. Motion approved.

Hosler made a motion to appoint David Shelcusky as Auditor of the Township books for 2014, Verdier Second. Roll Call: Hosler-Yes; Verdier-Yes; Fayash-No. Motion approved.

Hosler made a motion to make Mauch Chunk Trust Bank and Riverview Banks as the designated banks for township banking, Fayash Second, All Approved.

Hosler made a motion to require two signatures on every check – one being township secretary/treasurer and the second being one of the township supervisors, Verdier Second, All Approved.

Hosler made a motion to retain H.A. Berkheimer for tax collections, Verdier Second. All Approved.

Hosler made a motion to appoint Nancy Thompson to the vacancy board, Verdier Second. Roll Call: Hosler-Yes; Verdier-Yes; Fayash-No. Motion approved.

Hosler made a motion to appoint Christine Verdier as Voting Delegate to the Eastern Schuylkill Recreation Commission and Joe Yesavage as Alternate, Verdier Second. All Approved.

Verdier made a motion to appoint Charles Hosler as Voting Delegate for Eastern Schuylkill Planning & Charles Stancavage as our alternate, Second by Hosler. All Approved.

Hosler made a motion to appoint Charles Fayash as Voting Delegate for the Council of Government and Charles Hosler as Alternate. Second Fayash. All Approved.

Hosler made a motion to appoint Charles Fayash for Schuylkill Tax Collection Committee and Alternate Charles Hosler, second Fayash. All Approved.

Hosler made a motion to give township employees ten paid holidays as follows: New Year's Day, President's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, Friday After and Monday after Thanksgiving and Christmas Day, second Verdier. All Approved.

Verdier made a motion to appoint Charlie Hosler to a three year term on the Planning Board, Second Hosler. All Approved.

Hosler made a motion to make the gas mileage the same as federal rates of 57.5 cents/mile for errands in personal vehicles, Second Fayash. All Approved.

Hosler made a motion to appoint Bill Burke as Solicitor for the Zoning Hearing Board at a rate of \$90/hour, Second Verdier. Roll Call: Hosler-Yes; Verdier-Yes; Fayash-No. Motion approved.

Hosler made a motion to appoint Arro Engineering as Consultant for Planning and Zoning Permitting and UCC code, Second Verdier. Roll Call: Hosler-Yes; Verdier-Yes; Fayash-No. Motion approved.

Hosler made a motion that all Supervisors and Secretary attend the PSATS conference in April 2015, Second Fayash. Verdier to be the voting delegate. All Approved.

Reorganization meeting complete...

Regular Schuylkill Township Meeting

The Chairman entertained a motion to accept the December minutes. A motion was made by Verdier, Second Fayash. Roll Call: All Approved.

Treasurer's Report

General Fund Balance: \$143,986.08

State Fund Balance: \$4670.90

Garbage Fund Balance: \$57,617.69

Reserve Fund Balance: \$61,650.50

Payroll \$4,118.17

Total Balances: \$272,043.34

Verdier motion to accept the report pending audit. Second Holser. All Approved.

Public Agenda Items Only

John Zubris, Brockton- Hired Arro again Is there a contract for length of hiring. Verdier stated that there is no specific contract with Arro and we can change at any time. Why not use our own auditors? Hosler replied there was money missing a few years ago and our own auditors didn't catch it. Hosler stated we will still use an outside auditor.

Paul Benulis, Brockton, questioned why there are two Secretaries now? Hosler replied Suzanne is still Assistant Secretary/Treasurer and will temporarily assist with transition.

Road Master Report

Snowplowing and Salting as needed for Snow Falls. Also, work was needed on the GMC- leak was repaired.

Solicitor Report

Solicitor Michael Greek not present.

Committee Reports

Hosler reported that Schuylkill Tax Collection Committee has extended contract with Berkheimer for the next 5 years, at the same rate. Not a contract and can be changed at any time.

Fayash reported the next Council of Government Meeting is scheduled for January 28th

Verdier reported the next ESRC meeting is scheduled for January 22.

Communications

Verdier reported Supplements to the Second Class Township Code arrived and will be given to Secretary, tax collector and the board of auditors.

Verdier reported the township received notice from the township Zoning Hearing Board that a hearing is scheduled for Jan 12, 2015 at 6pm at Schuylkill Township building regarding a variance for a property addition in Newkirk. Public welcome.

Verdier shared a letter to support membership to the Schuylkill Headwaters Association, as has been done in the past. They do the ponds at the old ball field in Mary-D. Requesting we become an associate member for the year at the cost of \$100. Hosler entertained the motion- Second Verdier. All Approved.

Hosler reported a loss prevention report from Hartford Insurance. Inspector was on site to look over oil burner. Valves needed to be added. Waiting on letter from inspector to do the work.

Verdier stated the Township received a letter from the Grants office at the courthouse. CDBG funding was approved for Brockton firehouse ramp. Need to make a decision to use funding by the end of the month. Letter received today so this issue will be tabled until further review by the Supervisors.

Old Business

Verdier- Solicitor reviewed some contracting changes to the inter-governmental contract from Paramount Risk Management Co. Solicitor advised on making the changes and return info to Paramount.

Tuscarora Coal Company responded to our letter and is allowing the township to use our General fund account. We are in compliance with the Court Order – Hosler added, we did receive the \$1000 check from them as well.

New Business

Verdier made a motion to accept Resolution 1-2015 to have the tax collector appoint a Deputy in case of incapacitation. Paul Delpais appointed Maryann Delpais. Paul had all paperwork signed off by the County Treasurer and School District. Hosler Second. All Approved.

Verdier wanted to send a Big Thank You to all of the fire departments who assisted with the Mary D fire on December 7th. Two families lost their homes. All 3 of our departments responded and were first on scene.

Verdier- Township received a call from the election bureau- Who is up this election cycle- 1 Supervisor for a 6 year term, 2 Auditors - One for 6 year term and one for a 4 year term and one constable for a 6 year term. Primary Election is May 19, 2015.

Chuck Fayash made a motion to appoint Jaime Moore as the Right to Know Officer. Verdier Second, All Approved.

Fayash- Update on website- emailed the zoning info and waiting for invoice. Should be up and running in a week. URL name to be determined after payment is received. Verdier requested the ability to review before it goes live.

Public Comment

Mary VanPelt, Brockton- Asked why the Police Officer and Solicitor were not at the meeting. Why weren't we advised at the last meeting that the reorganization meeting would be held on a Monday instead of the regular Wed? Mary stated, possibly notice was given after she left. Verdier added it is always the first Monday in January for the reorganization meeting every year. Mary also asked for public comments to be corrected on the minutes from last month related to issue with PP&L- said she was interrupted and she walked out and did not come back so she did not say what was stated on the minutes. Asked how are these comments under her name? Verdier stated we would make the corrections to those minutes in regard to the situation.

Erin Donley, Brockton, asked when the phone list outside was updated last... Verdier phone number disconnected. Verdier advised it would be updated soon.

Michelle Teetz, Brockton, asked why no police report this month? Even if she could not be here she could have submitted a report for review at the meeting. Also, why was her mileage so low? Stated she has not seen Jennifer Dempsey around on duty.

Paul Benulis, Brockton, asked about the status of the garbage collection. Hosler stated it is at a standstill. He has given a list of 50 names to Kreitzer and they are still getting picked up. 2% garbage collection bonus that should have went to Mary as of the last date she was employed was paid from the garbage fund.

Benulis wants more details on what was spent in the last month. Will there be more updates with Jaime working? Was Mary's 2% always paid out of the garbage fund? Hosler replied- he doesn't know.

Hosler stated the garbage fund is not used to pay any other items when questioned by Paul. Changeover of files and QuickBooks set up was paid out of the garbage fund because the garbage fund was not in QuickBooks previously, it was in an old DOS program. Paul questioned the charges to people for garbage when there is plenty of \$\$ to pay the bills and there is a \$14k overage with potential of \$7k more for a buffer. So he asked what the garbage rate will be for 2015, Hosler advised that is yet to be determined. Verdier added they have previously set the garbage rate in March. Hosler repeated it was done in March and the resolution is in the book with all supervisors approved in 2014. Paul asked what is in the budget? Verdier answered \$5000 more than what is needed to be paid out for the contract was the budgeted amount. Paul stated budget draft was the same number. Hosler stated it was \$90k. Income for garbage at \$90k, and expense for garbage at \$85k that give the \$5k buffer. Paul continued... will charges then be going down? Verdier stated that is yet to be determined -will be reviewed in March for billing in June. Hosler added that we still did not get rid of the electronics. There will be a cost not sure what at this point because he has not taken a trip to Bloomsburg.

Benulis--is there a certain topic that makes items worthy of being in the minutes?

John Zubris, Brockton- Chuck made motion about access to the computer and Christine seconded it. Fayash stated no he does not yet have access- Charlie stated he didn't do anything with it, Verdier stated she has not been at the building to do anything with it.

Paul Benulis, Brockton, stated then it is not fair. Hosler stated he only has the password because he set them up. Stated it will be changed now because Jaime will have to set up her own passwords. Paul stated it's the principle that the Supervisors access should be even. Verdier stated Chuck can easily call Schuylkill Computer Associates in Tamaqua to make the change. Fayash asked what he charged to install the QuickBooks system- Verdier did not have that number. Paul stated Christine was clear to state at the last meeting they would work on getting the password issues resolved, why wasn't it taken care of? Verdier replied she didn't have time to do it. Hosler also stated he did not have time to do it either. Fayash stated the temporary secretary could have contacted that computer consultant. Paul stated things are not fair between the Supervisors- Stated why didn't you give Fayash your full access password? Hosler stated that wasn't to be for everybody. That was for the secretary/treasurer. Why couldn't you make a phone call and resolve it. Hosler replied, he is not the only one there and that he spent a lot of time up here and he did not benefit. If he took payment for the full time hours he put in, he only would have made \$0.93cents/hour when he figured out the time spent compared to his pay from the township. Not doing it for the money, never was per Hosler.

Fayash- why did we hire Suzanne if she didn't know how to do the things Frank Fabrizio could have done? Hosler- Suzanne could do the job but didn't know one aspect of reporting with QuickBooks.

Mary VanPelt, Brockton, asked if anybody bothered to call Frank and ask if he knew how to do QuickBooks. Verdier stated she spoke to him. Mary also asked why is it that no control is made by the supervisors when someone is speaking. Fayash- Chairman of the board has to answer that. She then asked why the first names are not noted on the minutes from the last meeting, Hosler replied that's just being petty.

Supervisors aren't being fair to Chuck- John Zubris asked why Chuck was not advised about the memorial for Mary until early morning on Black Friday. Verdier stated she forgot to tell Chuck. Fayash asked when Hosler was advised, He stated he didn't know what day it was he was told about it. Fayash stated Verdier did apologize. Fayash asked again, were you (Hosler) notified a couple days prior? Hosler, I have no idea.

Paul Benulis, Brockton, asked what will be on the website. Hosler- I don't know, I don't know how it will get updated. Fayash stated the secretary would forward the information for updates to the website, Hosler added they would have to be approved at the meeting before they could be posted on the website. What about audio/video on the website? Hosler replied, I don't think you can do that- Paul, Why not??? It can be done and is allowed. Hosler restated he was not sure if that can be used on the website. Verdier stated she believes they don't need posting for recordings. Fayash- we can put updates on things going on in the township. Hosler- We would have to decide on a format. Only the minutes should be delayed. Garbage schedules, gen info does not have to be approved. Events etc.

Hosler entertained a motion to adjourn the meeting. Meeting Adjourned.