

WOLF TOWNSHIP
ORGANIZATION MEETING
January 7, 2019

The Organization Meeting for the Board of Supervisors of Wolf Township was held on January 7, 2019 per Article VI, Section 602. (a) of the Second Class Township Code. The meeting was called to order at 7:00PM by Dean Barto and roll was taken. Supervisors attending were Dean Barto, Gregg Clayton and David Thomas. A quorum was declared. Melanie N. McCoy, Secretary/Treasurer also attended.

Visitors: Richard Marsh and Bill Edner.

MOTION by David Thomas and seconded by Gregg Clayton to appoint Melanie N. McCoy Temporary Secretary and Gregg Clayton, Temporary Chairman. Motion carried.

MOTION by Gregg Clayton and seconded by David Thomas to appoint Dean Barto, Chairman for 2019. Motion carried.

Dean Barto continued the meeting as Chairman.

MOTION by Gregg Clayton and seconded by Dean Barto to appoint David Thomas Vice-Chairman. Motion carried.

MOTION to appoint Melanie N. McCoy Secretary/Treasurer by David Thomas and seconded by Gregg Clayton. Motion carried.

MOTION by Gregg Clayton to appoint J. Michael Wiley as solicitor at the current fee schedule, seconded by David Thomas. Motion carried.

MOTION to appoint Layne Oden as solicitor for the Zoning Hearing Board at the current fee schedule by David Thomas and seconded by Gregg Clayton. Motion carried.

MOTION by Gregg Clayton and seconded by David Thomas to retain Vassallo Engineering as engineer for the Township and accept their current fee schedule. Motion carried.

MOTION by David Thomas and seconded by Gregg Clayton to retain Todd Pysher as alternate engineer for the Township. Motion carried.

MOTION to retain Larson, Kellett & Associates as Auditor for the Township was made by David Thomas, seconded by Gregg Clayton. Motion carried.

MOTION by Gregg Clayton and seconded by David Thomas to set the standard business mileage reimbursement rate as determined by the IRS. The 2019 rate is 58 cents per mile. Motion carried.

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MOTION to appoint Code Inspections Inc.; a third party agency as the Building, Zoning and Codes Enforcement Agency was made by David Thomas, seconded by Gregg Clayton. Motion carried.

MOTION to appoint Dean Barto Floodplain Administrator by Gregg Clayton and seconded by David Thomas. Motion carried.

MOTION to appoint Jami Nolan Primary Sewage Enforcement Officer at the current rate by David Thomas and seconded by Gregg Clayton. Motion carried.

MOTION to appoint Robert Bertin, Jed Nolan and Craig June - Alternate Sewage Enforcement Officer by Gregg Clayton and seconded by David Thomas. Motion carried.

MOTION to approve the SEO Fee Schedule by David Thomas, seconded by Gregg Clayton. Motion carried.

MOTION to appoint Gregg Clayton, Roadmaster by David Thomas and seconded by Dean Barto. Motion carried.

Gregg Clayton made a **MOTION** to affirm David Thomas and Dean L. Barto as Laborers for the Township. David Thomas seconded the motion. Vote was unanimous.

MOTION to participate in the West Branch Council of Governments by David Thomas and seconded by Gregg Clayton. Motion carried.

David Thomas made a **MOTION** to appoint Gregg Clayton West Branch COG Representative, Dean Barto seconded the motion. Vote was unanimous.

MOTION to appoint Rusty Corson the West Branch COG Alternate Representative by Gregg Clayton and seconded by David Thomas. Motion carried.

The cost of living percentage is 2.2, Federal 1.9%. The BOS decided to use a flat rate increase across the board.

Gregg Clayton made a **MOTION** to retain Dennis Barto, Road Worker at a rate of \$17.50 per hour. Seconded by David Thomas. Present rate is \$17.00. The vote was 2-0, with Dean Barto abstaining.

MOTION by Gregg Clayton and seconded by David Thomas to retain Kevin Clayton, Snow Removal at a rate of \$15.25 per hour. Motion carried.

MOTION to set Melanie N. McCoy's wages at \$22.15 per hour by David Thomas and seconded by Gregg Clayton. Present rate is \$21.65 per hour. Motion carried.

David Thomas made the **MOTION** to set Jennifer Mausteller, Secretary, wage at \$16.86 per hour. Gregg Clayton seconded the action. Present rate is \$16.36 per hour. Motion carried.

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Gregg Clayton made a **MOTION** to approve Compensation Time, benefits and policy changes set forth in the Wolf Township Personnel Policy, seconded by David Thomas. Motion carried.

David Thomas made a **MOTION** to approve Holidays, seconded by Gregg Clayton. Motion carried.

David Thomas made a **MOTION** to appoint Sandra Schmidt and Constance Foresman to the East Lycoming Recreation Authority Board for a five year term. The motion was seconded by Gregg Clayton. Motion carried.

Gregg Clayton made a **MOTION** to appoint the East Lycoming Recreation Authority Board as law enforcement officers to enforce the Rules and Regulations for the Lime Bluff Park, seconded by David Thomas. Motion carried.

David Thomas made a **MOTION** to appoint Bill Edner to the Hughesville Borough Water Authority (two year term), seconded by Gregg Clayton. Motion carried.

MOTION by David Thomas and seconded by Gregg Clayton to appoint Debbie Brown to the Zoning Hearing Board (three year term). Motion carried.

MOTION by David Thomas and seconded by Gregg Clayton to appoint Matthew Scheid as alternate to the Zoning Hearing Board (three year term). Motion carried.

MOTION by David Thomas, seconded by Gregg Clayton to appoint Joshua Hackenberg to a four year term on the Planning Commission. Motion carried.

MOTION by Gregg Clayton, seconded by David Thomas to appoint Ann Millheim to a three year term on the Property Maintenance Appeal Board. Motion carried.

David Thomas made a **MOTION**, seconded by Gregg Clayton to set compensation for the Planning Commission, Property Maintenance Appeal Board and Zoning Hearing Board at \$75.00 per meeting. Motion carried.

MOTION by David Thomas to appoint Charlie Lockard to the Vacancy Board, seconded by Gregg Clayton. Motion carried.

MOTION to appoint Bryan Boyer Emergency Coordinator by Gregg Clayton and seconded by David Thomas. Motion carried.

MOTION to designate First National Bank, Muncy Bank & Trust Co., Citizens Northern Bank, Branch Banking and Trust Company, Jersey Shore State Bank and Janney Montgomery Scott as depositors for Township funds by David Thomas and seconded by Gregg Clayton. Motion carried.

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MOTION by Gregg Clayton and seconded by David Thomas to set meeting date for Supervisor's Meetings to Second Monday of the month at 7:00PM. Motion carried.

MOTION by David Thomas and seconded by Gregg Clayton to approve Supervisor's and Full-time Employees benefits. Motion carried.

MOTION by Gregg Clayton and seconded by David Thomas to approve Supervisor's and Secretary to attend the annual convention at Hershey and to have their expenses reimbursed by the Township. Motion carried.

MOTION by David Thomas to appoint Dean Barto voting delegate, seconded by Gregg Clayton. Motion carried.

MOTION by Gregg Clayton and seconded by David Thomas to order PSATS Township News for the Chairman of the Zoning Hearing Board, Planning Commission, the Township Office and Dean Barto. Motion carried.

MOTION to require prior permission for any expenditure, school or meeting expense above \$1000.00 by David Thomas and seconded by Gregg Clayton. Motion carried.

With all organizational matters addressed, the Regular Meeting of the Board of Supervisors began.

Visitors: All visitors stayed for the regular meeting and were on the agenda.

Minutes: A **MOTION** was made by David Thomas, seconded by Gregg Clayton to approve the minutes from the Regular Meeting held 12/10/2018. Motion carried.

Code Enforcement: Monthly report distributed to the Board of Supervisors.

Planning Commission: The Planning Commission will meet on January 14, 2019.

Solicitor: The solicitor sent an email with an update on the progress of legal actions involving Harry White.

Roadmaster: Gregg made a **MOTION** to purchase a 2500HD Silverado, 4WD 2019 Pick up through COSTARS for \$33,501.00. The motion was seconded by David Thomas and unanimously approved.

The Ford T-tag, due to emissions problems has been in the shop off and on for the last month, totaling repairs over \$4,500.00. The canister was plugged and the turbo needed replaced. The dealer attributes the problems to the vehicle being a 2011 with only 10,000miles. The truck needs to be run more often.

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Secretary/Treasurer: The Annual PSATS Convention is April 14th – 17th. Confirm attendance by January 10th. Hotel reservations will be at the Econo Lodge.

Sewer Authority: Water flows are down but, it is suspected that there are more leaks but, on private lines in the Mobile Home Parks. A new solicitor has been obtained and the legalities will be discussed with him.

Water Authority: Bill Edner, the new township representative on the Hughesville Borough Water authority board, presented a list of members, hook up rates and the Authority budget to the Board. Currently there are approximately 800 customers in the Borough and 397 in Wolf Township. Bill was thanked for his presentation and for serving.

Old Business:

New Business: The annual Agreements for Fire Protection and Emergency Medical Services with the Picture Rocks Volunteer Fire Department and Hughesville Volunteer Fire Department is tabled.

Gregg will attend the Auditor's Meeting, 7pm on Tuesday.

Gregg Clayton made a **MOTION**, seconded by David Thomas to approve the Health Reimbursement Arrangement Plan Renewal. There are no changes. Motion carried.

MOTION to approve Resolution #2019-01, Disposition of Municipal Records was made by Gregg Clayton, seconded by David Thomas. Motion carried.

Financial Report: David Thomas made a **MOTION** to approve the Treasurer's Report and Payment of Bills. Gregg Clayton seconded the motion and it was unanimously approved.

Miscellaneous Business: The East Lycoming Recreation authority is contemplating hiring Wayne Hyde to do maintenance at the Lime Bluff Park. To do so it has been recommended by their insurance provider to pay him as an employee and have him covered by Workman's Comp, which they do not have at this time. The cost would be \$1800.00. Their agent that is also the Township's, suggested the employee be added to the Township policy that is already in place adding \$42.00 to the premium.

Research and all options will be reviewed at the next meeting with the solicitor.

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A **MOTION** to adjourn was made at 8:02pm by Gregg Clayton, seconded by David Thomas. Motion carried.

Respectfully submitted,

Melanie N. McCoy
Secretary/Treasurer