

WOLF TOWNSHIP
ORGANIZATION MEETING
January 3, 2022

The Organization Meeting for the Board of Supervisors of Wolf Township was held on January 3, 2022 per Article VI, Section 602. (a) of the Second Class Township Code. The meeting was called to order at 7:01PM by Dean Barto and roll was taken. Supervisors attending were Dean Barto, Gregg Clayton and David Thomas. A quorum was declared. Jennifer Mausteller, Secretary/Treasurer also attended.

Visitors: Richard Marsh

MOTION by Gregg Clayton and seconded by David Thomas to appoint Jennifer Mausteller Temporary Secretary and David Thomas, Temporary Chairman. Motion carried.

MOTION by Gregg Clayton and seconded by Dean Barto to appoint Dean Barto, Chairman for 2022. Motion carried.

Dean Barto continued the meeting as Chairman.

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

MOTION to appoint Jennifer Mausteller Secretary/Treasurer by David Thomas and seconded by Gregg Clayton. Motion carried.

MOTION by Gregg Clayton to appoint McCormick Law Firm as solicitor at the current fee schedule of \$120.00, seconded by David Thomas. Motion carried.

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

MOTION by Gregg Clayton and seconded by David Thomas 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 2022 rate is 58.5 cents per mile. Motion carried.

MOTION to appoint Code Inspections Inc.; a third-party agency as the Building, Zoning and Codes Enforcement Agency and to assist the Floodplain Administrator 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 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 approve the GeoDecisions Fee Schedule by Gregg Clayton, seconded by David Thomas. Motion carried.

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

MOTION to affirm David Thomas and Dean L. Barto as Laborers by Gregg Clayton 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, Gregg Clayton 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.

David Thomas made a **MOTION** to retain James Koons, Jr., Road Worker at a rate of \$19.80 per hour. Seconded by Gregg Clayton. Present rate is \$18.00. The vote was unanimous.

Gregg Clayton made a **MOTION** to retain Rusty Corson, Road Worker at a rate of \$19.80 per hour. Seconded by David Thomas. Present rate is \$18.00. The vote was unanimous.

MOTION by David Thomas and seconded by Gregg Clayton to retain Kevin Clayton, Snow Removal at a rate of \$18.00 per hour. Motion carried.

MOTION to set Jennifer Mausteller's wages at \$22.25 per hour by Gregg Clayton and seconded by David Thomas. Present rate is \$20.80 per hour. Motion carried.

MOTION by David Thomas to pay out Melanie McCoy her sick time in 2020, seconded by Gregg Clayton. Motion Carried.

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.

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

MOTION by David Thomas and seconded by Gregg Clayton to reappoint Paul Farhenbach as Alternate to the Zoning Hearing Board. Motion carried.

MOTION by Gregg Clayton, seconded by David Thomas to appoint Bryan Boyer to a four-year term on the Planning Commission. 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 Gregg Clayton to appoint Charlie Lockard to the Vacancy Board, seconded by David Thomas. Motion carried.

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

MOTION to designate, Muncy Bank & Trust Co., Citizens Northern Bank, TRUIST (Previously BB&T), Jersey Shore State Bank and Janney Montgomery Scott as depositors for Township funds by Gregg Clayton and seconded by Dave Thomas. Motion carried.

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

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

MOTION by David Thomas and Seconded by Gregg Clayton to approve the Health Reimbursement Arrangement plan. 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 seconded by David Thomas to order PSATS Township News for the Chairman of the Zoning Hearing Board, Planning Commission, the Township Office, David Thomas 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:

Minutes: A **MOTION** was made by David Thomas, seconded by Gregg Clayton to approve the minutes from the Regular Meeting held December 13, 2021. Motion carried.

Code Enforcement:

Dan Winder – NOV being forward to Township Solicitor to enforce.

Planning Commission:

Solicitor: No report.

Roadmaster

1. Gravel Bar removal is now complete. Discussion regarding the access road being removed was discussed.
2. Penn Dr. ROW agreements are still outstanding. Gregg and Jenn will be reaching out to the homeowners and Bassett Engineering to discuss the time line.

Sewer Authority:

1. Sewer plant had a major water leak on Christmas Eve, they are working to repair.

Water Authority:

No Report

Old Business:

1. Research is still being done on the ownership of the old Race Street.

New Business:

1. **MOTION** made by Gregg Clayton, seconded by David Thomas to approve the update the Emergency Contingency Plan. Motion carried.
2. Fire Contract – Update needed

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.

A **MOTION** to adjourn was made at 8:11pm by Gregg Clayton, seconded by David Thomas. Motion carried.

Respectfully submitted,

Jennifer Mausteller
Secretary/Treasurer