

Jackson Township Board of Supervisors
Township Building, 450 Bastian Rd.
January 6, 2025

CALL TO ORDER: Chairman Charlie Bisking called the meeting to order at 7:31pm.

ROLL CALL: Present: Chairman, Charlie Bisking; Vice-Chairman, David Faust; Supervisor, Justin Hoover, Shane Liddick (representing Hoover Financial) Secretary/Treasurer; EMC, Don Shutt; Tax Collector, Dale Faust; and 2 citizens were present. Engineer Representative, Ed Fisher and Solicitor, Linus Fenicle were absent.

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES: Justin Hoover moved to approve the December 4, 2024 meeting minutes as presented. David Faust seconded, and the motion carried 3-0.

TREASURER REPORT:

- A. Financial Reports – Financial reports were provided with the Supervisors' Meeting Packets.
- B. Bills/Wages – A check register was provided and reviewed.

David Faust moved to approve the Financial Reports and the Payment of Bills as presented. Justin Hoover seconded, and the motion carried 3-0.

CORRESPONDENCE:

Justin Hoover moved to approve the 30-day grace period for real estate taxes. David Faust seconded, and the motion carried 3-0.

EMC REPORT:

Don Shutt provided a verbal update that he is working to update files on the Township's computer and will be attending a training in Millersburg in January.

ROADMASTER REPORT:

Roadmaster Justin Hoover indicated that Wolf Hole Road and Dietrich Road are both finished and the road crew has provided some winter storm maintenance.

Justin Hoover moved to approve the purchase of a new refrigerator for the garage. David Faust seconded, and the motion carried 3-0.

Discussion ensued regarding the Ford F550 having some issues and making problems for the road crew. Further discussion ensued as to the status of the truck and whether the purchase of a new truck is imminent.

ENGINEER REPORT:

Engineering Representative Ed Fisher provided an email with updates which was reviewed aloud.

SOLICITOR REPORT:

- A. Compensation Ordinance – Justin Hoover moved to approve the advertisement for a compensation ordinance providing for a monthly salary rather than a per meeting pay. David Faust seconded, and the motion carried 3-0.
- B. Tax Collector Compensation – Charlie Bisking moved to approve advertising for an ordinance/resolution to increase the tax collector's compensation from \$1.50 per bill to \$2.50 per bill. Justin Hoover seconded, and the motion carried 2-0 with David Faust abstaining.

OLD BUSINESS:

- A. Non-Compliance Permitting Fees – Tabled.
- B. 3 Mill Drive – Tabled.
- C. ARPA Funding Allocation – Tabled.
- D. Liquid Fuels – David Faust asked about our Liquid Fuels distributions and asked Sec/Treas Liddick to reach out to PennDOT.

NEW BUSINESS:

- A. Employee/Road Crew Compensation Policy – Charlie Bisking reviewed a proposal for revisions to the Employee Policy including:
 - a. Overtime – The work week should be based Sunday-Saturday and anything over 40 hours per week qualifies as overtime hours
 - b. Emergency Call-Out – When Township employees are called-out for a tree removal, fire dept. assistance, etc. it is a 4.0 hour minimum compensatory event
 - c. Holiday Time – Christmas Eve and New Year's Eve qualify as holidays and employees should be paid Double Time for hours worked on the Holiday, this is only for required/necessary hours such as plowing/salting (not to be for work that can be performed another day). Holiday Double Time must be approved by the Roadmaster, a Supervisor, or the Secretary/Treasurer.
- B. Employee – Justin Hoover moved to approve hiring Jeff Weaver as a CDL Driver. David Faust seconded, and the motion carried 3-0.
- C. Employee – Justin Hoover moved to approve hiring Travis Zearing as a CDL Driver. David Faust seconded, and the motion carried 3-0.

ANNOUNCEMENTS: The next Workshop will be held February 5, 2025 at 7:00pm followed by the Monthly Business Meeting.

ADJOURNMENT: Justin Hoover moved to adjourn. David Faust seconded, and the motion carried 3-0. Charlie Bisking adjourned the meeting at 8:42pm.

Respectfully submitted,

Shane M Liddick
Sec/Treas