

**POINT TOWNSHIP SUPERVISORS
REORGANIZATIONAL MEETING AND
REGULAR SUPERVISORS MEETING
MONDAY, JANUARY 6, 2020 – 7:00PM**

The Point Township Board of Supervisors held their 2020 Reorganizational and Regular Supervisors Meeting on the above date at the Point Township Municipal Building, 759 Ridge Road, Northumberland, PA. Present were: Supervisors Randall W. Yoxheimer, Montie E. Peters, James A. Neitz, Sr., Joseph Stender, Sr. and George P. Geise. Also, present were Solicitor Richard J. Shoch, Secretary/Treasurer Amanda McClain, Office Clerk Amy Hoffman, and Police Chief Joshua VanKirk and Ordinance Enforcement Officer Roy Sulouff.

Visitors present were: Sandra Sulouff, Jared Wehry, James Manz, Earl & Karen Persing, Karen Hunter, and Joseph Stender, Jr.

Randall W. Yoxheimer called the meeting to order at 7:00 PM, welcomed all present to the first meeting of 2020 for the Point Township Supervisors, all present repeated the Pledge of Allegiance.

Oath of Office : given by Magisterial Judge Michael Diehl for Elected Supervisors Montie E. Peters and Joseph Stender, Sr.

Temporary Chairman:

Solicitor Richard J. Shoch served as the Temporary Chairman for the Reorganizational Meeting.

Nomination/Election of Officers:

Chairman:

MOTION made by Peters to nominate Randall W. Yoxheimer as Chairman of the Point Township Board of Supervisors. Seconded by Neitz and passed. Solicitor called for a vote, all those in favor of Randall W. Yoxheimer for Chairman, reply Aye, four (4); those opposed, one (1)-Geise.

Vice-Chairman:

MOTION made by Neitz to nominate Montie E. Peters as Vice Chairman of the Point Township Board of Supervisors. Seconded by Yoxheimer and passed. Solicitor called for a vote, all those in favor of Montie E. Peters for Vice-Chairman, reply Aye, four (4); those opposed, reply nay, one (1)-Geise.

Secretary/Treasurer:

MOTION made by Yoxheimer to nominate Amanda McClain as Secretary/Treasurer. Seconded by Peters and passed unanimously.

Office Clerk:

MOTION made by Yoxheimer to nominate Amy Hoffman as Office Clerk. Seconded by Stender and passed unanimously.

Appointments:

1. **Solicitor:** Solicitor, Richard Shoch Firm: Shoch Law Office, PC.
2. **Engineer:** Todd Pysher Associates, Inc.
3. **Roadmaster:** Jared Wehry
4. **Sewage Enforcement Officer and Alternate SEO:** Gene Powlus (Central Site Services). (Alternate Chris Bower.)
5. **Zoning Enforcement Officer:** Gene Powlus
6. **Ordinance Enforcement Officer:** Roy Sulouff
7. **Emergency Management Director:** George P. Geise
8. **Vacancy Board Chairman:** James Kohl
9. **Member to Planning Commission:** Randall W Yoxheimer
10. **Member to Zoning Hearing Board:** Joseph Stender, Jr.
11. **Representative to Fire Board:** James A. Neitz, Sr.
12. **Representative to Planning Commission:** Randall W. Yoxheimer
13. **Representative to Sewer Authority:** Joseph Stender, Sr.
14. **Depository Bank:** Northumberland National Bank
15. **Chamber of Commerce Representative:** Montie E. Peters
16. **CDL Coordinator:** Amanda McClain, Secretary
17. **Park Manager:** John Derr
18. **TCC:** James A. Neitz, Sr.; Alternate: Montie E. Peters
19. **COG:** James A. Neitz Sr.; Alternate: George P. Geise

MOTION made by Yoxheimer to appoint those persons previously mentioned to fill the positions for Numbers: 1, 4, 5, 8, 11, 13, 16, and 19. Seconded by Peters and passed unanimously.

MOTION made by Neitz to appoint those persons previously mentioned to fill the positions for number: 2. Seconded by Stender and passed unanimously.

MOTION made by Neitz to appoint those persons previously mentioned to fill the positions for number: 3. Seconded by Stender and passed with a vote of four (4) and one (1) nay-Geise.

MOTION made by Yoxheimer to appoint those persons previously mentioned to fill the positions for number: 6. Seconded by Peters and passed with a vote of four (4) and one (1) nay-Geise.

MOTION made by Yoxheimer to appoint those persons previously mentioned to fill the positions for Numbers: 7, 15, and 18. Seconded by Stender and passed unanimously.

MOTION made by Peters to appoint those persons previously mentioned to fill the positions for Numbers: 9. Seconded by Stender and passed unanimously.

MOTION made by Peters to appoint those persons previously mentioned to fill the positions for Numbers: 10 and 14. Seconded by Neitz and passed unanimously.

MOTION made by Stender to appoint Randall W. Yoxheimer as Representative to Planning Commission (#12). Seconded by Neitz and passed unanimously.

MOTION made by Neitz to appoint those persons previously mentioned to fill the positions for Numbers: 17. Seconded by Peters and passed unanimously.

MOTION made by Yoxheimer to rescind motion appointing Yoxheimer as “Member” (#9) to Planning Commission as he is already the appointed “Representative” (#12). Seconded by Peters and passed unanimously.

Shoch until you determine who needs to be reappointed, all current representatives would continue to serve. This can be tabled until the February meeting.

Meeting Date, Time and Place:

Second Tuesday of each month, 7:00PM at the Point Township Municipal Building, 759 Ridge Road, Northumberland, PA 17857.

MOTION made by Yoxheimer to advertise the meetings as mentioned above to be held at the Municipal Building for the year 2020. Seconded by Peters and passed unanimously.

<u>Salaries and Wages:</u>	<u>Base Rate:</u>	<u>Proposed 2020</u>
Secretary/Treasurer	\$14.75	\$23.94
Office Clerk	\$11.25	\$15.71
Roadmaster	\$18.00	\$18.54
Assistant Roadmaster	\$15.00	\$15.00
Full-time Laborer	\$12.00	\$15.45
Part-time Laborer	\$11.00	\$11.00
Supervisors – Township Work	\$10.00	\$10.00
Zoning Enforcement Officer	\$12.00	\$20.00
Ordinance Enforcement Officer	\$12.00	
Police Department wages	as per Police Contract	

MOTION made by Yoxheimer to give a 3% pay increase for the Secretary/Treasurer and the Office Clerk. Seconded by Neitz and passed unanimously.

MOTION made by Yoxheimer to give a 3% pay increase for the Roadmaster and the set rate for Supervisors - township work. Seconded by Stender and passed unanimously.

MOTION made by Yoxheimer to keep the base hourly rate at \$15.00 for Assistant Roadmaster. Seconded by Peters and passed with a vote of four (4), with one (1) Nay – (*Geise*).

MOTION made by Yoxheimer to give a 3% pay increase for Full-time Laborer. Seconded by Stender and passed with a vote of four (4), with one (1) Nay (*Geise*).

Geise was not in favor of \$15.00 an hour for a laborer and asked about the missing job descriptions.

Yoxheimer said that some job titles were removed to stay consistent with the employee handbook.

Geise I think by removing those job titles, it doesn't give anyone passion to move up. When I set this out 10 years ago, it aligned with what was offered in PA according to PSATS salary/wages survey.

Yoxheimer if we had a staff of 6 to 10 people, then I could see having numerous positions. We always have the capability of adding something if the Road Department feels the need for additional positions. It helps to some extent, Jared having to sit down on any given day trying to determine what the role is of that person. Part of the day may be as a laborer, part of his day may be as a heavy equipment operator, then how do you determine when one job starts and the other one stops.

Geise you can according to their skill set, that's the point of that position title. It's the way the rest of the world does it, this is not a foreign concept, this is the way the rest of the world does it. You get paid according to the position for your qualifications and job set. If you have an operator, that doesn't mean they can't get paid for labor work, even if the majority of the time they are doing labor work. This shows them that they are an operator and getting paid an operator's wage.

Yoxheimer I believe for right now we will leave the work/salary schedule as it is, and we can modify it as the circumstances require.

MOTION made by Yoxheimer to keep Part-Time Laborer rate and Ordinance Officer Rate the same. Seconded by Peters and passed with a vote of four (4) with, one (1) Nay (*Geise*).

MOTION made by Yoxheimer to accept the proposed hourly rate for the Zoning Enforcement Officer. Seconded by Peters and passed unanimously.

Other Re-organizational Business:

1. **Tax Collector Commission – 4%** - (*established when tax collector starts his term.*)
2. **Township Pay Schedule** – (*Bi-Weekly-Direct Deposit*)
3. **Roadmaster Duties**
4. **Sewage Permit Fees** – (*Set by SEO*)
5. **Zoning Hearing Board Fees** – (*Currently Deposited Six Hundred [\$600.00] – (Non-refundable)*)
6. **Zoning Hearing Board** – (*Members currently twenty [\$20.00] per hearing*)
7. **Spending Limits** – (*Currently three hundred, \$300.00*)
8. **Mileage Reimbursement** – (*Currently 57.5 cents - PSATS/IRS Rate 2020.*)
9. **Bills with Discounts/Penalties** – (*Pay the bills with discounts*)
10. **Policy Regarding Township Equipment (Operators, Rates, Rentals)-**
11. **Building Rental Rate and Table/Chair Removal** – (*\$85.00 per meeting; Table/Chair Removal – will always be in the building*)
12. **Copies & Fax Machine Use** – (*Copies currently - \$.25 as per law – any size) Fax - \$.75 – Per Page.*

MOTION made by Yoxheimer to retain Numbers 1, 4, 5, 6, 7, 8, and 11 above for 2020. Seconded by Peters and passed unanimously.

MOTION made by Yoxheimer to retain Numbers 2 and 12 above for 2020. Seconded by Stender and passed unanimously.

MOTION made by Yoxheimer to retain Numbers 3 and 9 above for 2020. Seconded by Neitz and passed unanimously.

Geise regarding #10, policy regarding township equipment, that policy is so old and could go to the wayside.

Yoxheimer so this is regarding township equipment?

Neitz yes. I know one time a truck upset, we used the loader and charged the insurance company.

Geise all that would be off the PEMA schedule.

MOTION made by Geise to remove rentals from #10 and make the policy regarding operators & rates and rates for the equipment themselves. Seconded by Neitz and passed unanimously.

Yoxheimer per the employee handbook the following are all addressed: Personal Time Off; Paid Holidays; Sick & Bereavement Days; Policy Regarding Health Plan, Life Insurance, Employee Benefits, & Quitting.

Secretary/Treas. Bond - \$750,000.00 – Total to bond Secretary/Treasurer for 2020 is \$1,083.00.

MOTION made by Yoxheimer to bond the Secretary/Treasurer in the amount of \$750,000.00 for the year of 2020 in the amount of \$1,083.00. Seconded by Peters and passed unanimously.

PSATS Delegate and Representative – Supervisor James A. Neitz, Voting Delegate

MOTION made by Yoxheimer to appoint Neitz to the PSATS Convention as the Townships Voting Delegate. Seconded by Peters and passed unanimously.

Reorganizational Meeting adjourned at 7:38PM

REGULAR BUSINESS MEETING: Meeting opened at 7:38PM.

Chairman Yoxheimer called the Regular Meeting of the Point Township Board of Supervisors for Monday, January 6, 2020 to order.

Approval of Minutes:

MOTION made by Peters to approve the minutes of the Supervisors End of Year/Regular meeting of Monday, December 30, 2019. Seconded by Peters and passed unanimously.

REPORTS: (Old & New Business Included)-

Solicitor:

Right-To-Know –

Kenneth Deloian/Smart Procure

Shoch RTK request received 12/31/19, 30-day letter sent 1/3/20 requesting purchasing records from 2013 to current. Just implemented QuickBooks January of 2019 and we are not required to create documents that don't already exist. Will work with McClain on verbiage for response letter.

PennDOT Agility Contract for Service Road A (Acorn Drive)

Shoch got a contract from PennDOT late last week.

Yoxheimer this is the agility agreement that they came up with. Essentially what it will be, in exchange for us doing winter maintenance on West Chilli's portion, they will provide line painting. The only thing Pysher advised, was to approve this tonight pending any bad weather we may get.

MOTION made by Yoxheimer to engage in an agility contact with PennDOT for winter maintenance for Service Road A, Acorn Drive, for the section of West Chillisquaque's portion of the road, in exchange for line painting, upon the review of the Township Engineer and Solicitor. Seconded by Peters and passed unanimously.

Geise the last communication I had with them, was that they approved at their last meeting to coordinate with Rick, that they are giving the whole thing to us, and they will give us the appropriate liquid fuels money. They aren't going to take the road, but they are going to give it to us.

Yoxheimer what your telling me, is what we are going to get is between us and West Chilli?

Geise correct.

Yoxheimer in the meantime, this agility agreement is between us and PennDOT.

MOTION by Yoxheimer to allow our Solicitor and West Chilli's Solicitor to engage in a creation of a document to formalize ultimate responsibilities for both winter and full-time maintenance on the portion of Acorn Drive in West Chillisquaque Township. Seconded by Peters and passed unanimously.

Opening of the Fuel Bid

Shoch Furman Fueling

Yoxheimer Diesel at \$3.21; 87oct. at \$2.72; 89oct. at \$2.87; and 93oct. at \$3.02

MOTION made by Yoxheimer to accept Fuel Bid from Furman Fueling at those quantities and prices per gallon. Seconded by Neitz and passed unanimously.

Secretary –

-Advertise Meeting Schedule for 2020

Yoxheimer - motion was already made for this.

-Sign Tax resolution 2020-01 and 2020-02

MOTION made by Neitz to allow the Chairman, Vice-Chairman and the Secretary to sign the tax resolutions, 2020-01 and 2020-02. Seconded by Stender and passed unanimously.

-Sunbury YMCA to utilize Point Park for Day Camp

MOTION made by Yoxheimer to allow the YMCA to utilize the Point Township Park and Oak Park to hold their summer day camp for 2020, Monday, Wednesday and Fridays from 10AM to 2PM. Seconded by Peters and passed unanimously.

-Jason Fellon/DEP letter advising of approved extension for Kapp Heights Project

Police - (Month and Year End Reports on file)

Fire Department: (No Report)

Yoxheimer told the board Mr. Manz delivered a packet of information before the meeting. Yoxheimer asked Manz if the papers he brought in last time went to the fire board and what happened with that?

Neitz responded that the fire board did receive those papers, and that no action was taken at that time, and the fire board is currently looking into it.

Yoxheimer informed board that Manz gave him another packet of papers today. He requested that Yoxheimer look at those. He told Manz, once he sees them, he will forward them to the fire board since Yoxheimer wants to stay in the chain of command with this.

Manz I am fine with them taking their time, it shouldn't take too long. If you read over it before you give it to them, then you will have an area where you can judge what is going on. Some of that

information I got off the internet and it was from the National Volunteer Fire Fighters Council in Maryland.

Yoxheimer I would like to see a response from the fire board on what you have provided them, if they think they are good ideas or not. Unfortunately, right now it is hard to get volunteer people to serve in these positions.

Manz I want to make one more comment. When my wife and I were coming home from grocery shopping, we were coming up Old Danville Hwy by the entrance to the Jehovah Witness Church and all the apparatus from the fire company was heading toward Norry. I had to move over, or I would have been side swiped. The fire apparatus tires, were on the double yellow line. I brought this up at the fire board meeting. You know what they told me? Well I'm sorry, I am not going to take that truck and put it off on the shoulder and take a chance of rolling it. I have run tractor trailer on that road and have never run anyone off the road. This is what I am getting from the fire board.

Yoxheimer without being there in the situation on either side of you or the fire company and without being present at the fire board meeting, I can't comment on that. Did you provide those comments in the paperwork you provided?

Manz no, I attend the fire board meeting and told them that. That was there response. They were headed to Norry for training, I am assuming since it was a Tuesday night with no lights, sirens, nothing.

Yoxheimer we will check into all this.

Fire Police: *(No Report)*

EMA: *(No Report)*

Engineer: *(No Report)*

Yoxheimer in conversations I have had with Pysher, there may be some modifications to the basin project. One of the things we talked about was running the pipe into the basin underground, excavating down and putting the pipe below ground level, and have the water come up through stone in grates in the end where junction boxes would be. With some of the concerns that Pysher has had with the last two years of how wet it has been, it would almost be impossible to dig into that basin at a level lower than where it is now and not run into issues with the trenches continually being filled with water. Plus, he is looking because of concerns we have had with cost overruns on the whole project of simplifying. One of the things he suggested to do, and he ran this by Jason. Originally, we had talked about just running the pipe into the basin in that upper corner, the corner that is towards the Priestley school corner of the basin, there is a dissipation area in there now. He is talking about putting another replacement dissipation area over a little bit closer to the outlet structure and running the water in at ground level. This will minimize the amount of excavation in the basin itself.

Road Department: *(Report on file)*

Wehry followed up with PPL on the light issue at Autumn View, we resolved that.

Meeting with Brandon Ball on 1/22/2020 regarding Mosquito-borne disease program. Yoxheimer asked Wehry to note the basins as they were out and about. Peters questioned the construction basins and who would be responsible? Yoxheimer asked Geise if PennDOT would maintain those. Geise thought he remembered that they would be the townships responsibility.

Neitz said he had several phone calls about what a wonderful job you guys did with picking leaves this year and were thankful it went a lot later this year.

SEO: *(No Report)*

ZEO: (No Report)

OEO: (No Report)

Planning Commission:

MOTION made by Yoxheimer to approve Rasper Subdivision plan and to allow the Chairman and the Secretary to sign the plans. Seconded by Peters and passed unanimously.

MOTION made by Yoxheimer to accept the Jon Yerger Minor Subdivision plans. Seconded by Neitz and passed unanimously.

Recreation: (No Report)

Sewer Authority: (No Report)

Other Business:

General Public Comments – Residents Concerns : (No Report)

Pay the Bills :

MOTION made by Stender to pay bills. Seconded by Neitz and passed unanimously.

Adjournment:

Meeting adjourned at 8:25PM.
All motions passed by hand vote.

Executive Session:

List of Communications: (On File)

Financial Reports:

Revenue and Expense Reports:

- 1.) General
- 2.) State

Respectfully Submitted

Trial Balance
 Cash Receipts
 Cash Disbursements
 General Journal
 Accounts Payable-Totaling \$140,322.32

Amy Hoffman, Office Clerk

Amanda McClain, Secretary/Treasurer