

South Newton Township Minutes of January 3, 2012

The South Newton Township (SNT) Board of Supervisors met at the Township Building, 11 High Mountain Road, Walnut Bottom, PA. Temporary Chairman **Trena DURFF** called the meeting to order at 7:00 p.m. with the pledge of allegiance. Board members present were: **David DURFF, Glenn KEEFER, and Wayne SHOEMAKER.**

1. NOMINATION AND ELECTION OF OFFICERS:

1. CHAIRMAN OF BOARD: David DURFF

Temporary Chairman Trena **DURFF** opened the motion; *Glenn KEEFER nominated David DURFF as SNT Board Chairman, ; Wayne SHOEMAKER seconded, the motion passed.*

David **DURFF** presided as South Newton Township Board of Supervisors Chairman.

2. VICE-CHAIRMAN OF BOARD: Wayne SHOEMAKER

Glenn KEEFER nominated Wayne Shoemaker as Vice Chair, Wayne Shoemaker accepted. Chairman David DURFF seconded and the motion passed.

3. SECRETARY/TREASURER: Trena DURFF (Secretary/Treasurer), Lois GRUVER, Assistant (Secretary/Treasurer)

Supervisor Wayne SHOEMAKER nominated Trena DURFF as Secretary/Treasurer, and Lois GRUVER, Assistant Secretary/Treasurer, Supervisor Glenn KEEFER seconded, Chairman David DURFF abstained, the motion passed unanimously.

4. HEAD ROADMASTER AND/OR CO-ROADMASTER: Glenn KEEFER

The Board discussed and jointly agreed on one Head Roadmaster and all three supervisors serving as Co-Roadmasters. *Chairman David DURFF nominated Supervisor Glenn KEEFER as Head Roadmaster, Mr. KEEFER accepted. Supervisor Wayne SHOEMAKER seconded and the motion passed. Supervisor Glenn KEEFER nominated all three supervisors as Co-Roadmasters, Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.*

2. APPOINTMENTS:

1) SOLICITOR: Marcus McKNIGHT

Supervisor Wayne SHOEMAKER nominated Marcus McKNIGHT of Irwin and McKnight, Supervisor Glenn KEEFER seconded, the motion carried unanimously.

2) ENGINEER: Martin and Martin, Incorporated, 37 South Main Street, Suite A, Chambersburg, PA 17201-2251. Supervisor Wayne SHOEMAKER nominated Martin and Martin, Incorporated of Chambersburg, Supervisor Glenn KEEFER seconded, the motion carried unanimously.

3) SEWAGE ENFORCEMENT OFFICER (SEO): J.W.P. Environmental Corp. Mercersburg. Chairman David DURFF nominated J.W.P. Environmental Corp., Mercersburg, Supervisor Glenn KEEFER seconded, the motion passed unanimously.

4) ALTERNATE SEWAGE ENFORCEMENT OFFICER (SEO): Ami MYERS, (J.W.P. Environmental Corp, Mercersburg) Supervisor Wayne SHOEMAKER nominated Ami MYERS as Alternate Sewage Enforcement Officer, Supervisor Glenn KEEFER seconded, the motion passed unanimously.

5) **ZONING OFFICER (ZO): Harry NENNINGER**

Chairman David DURFF nominated Harry NENNINGER, Supervisor Glenn KEEFER seconded, the motion passed unanimously.

6) **CODE ENFORCEMENT OFFICER (CEO): new position**

Chairman David DURFF nominated Robert MATTESKY, Supervisor Glenn KEEFER seconded, the motion passed unanimously. This is a new position within South Newton Township.

7) **VACANCY BOARD CHAIRMAN: David L. McBETH**

Supervisor Glenn KEEFER nominated David L. McBETH., Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.

8) **EMERGENCY MANAGEMENT COORDINATOR: Daniel BURKETT**

Supervisor Wayne SHOEMAKER nominated Danny Burkett, Supervisor Glenn KEEFER seconded, the motion carried unanimously.

9) **PLANNING BOARD: Glenn KEEFER, Robert FULTON, Linda MOORE,**

Discussion: Chairman, Secretary and meeting night to be determined by the Planning Board. Chairman David DURFF motioned the Planning Board consist of Robert FULTON, Linda MOORE and Glenn KEEFER. Kenneth HOPKINS and Joe BILGER with two vacancies, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.

10) **ZONING HEARING BOARD: Steve HOFFMAN, Dave EVELHOCH, and Joe BILGER. An alternate will be recruited. Steve HOFFMAN will begin a new 3 year term.**

Discussion: Chairman, Secretary and meeting night to be determined by the Zoning Board. Chairman David DURFF motioned that the Zoning Hearing Board consist of, Steve HOFFMAN, Dave EVELHOCH, and Joe BILGER. Alternate to be determined, Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.

3. RESOLUTION 2009-01 – DEPOSITORY OF TOWNSHIP FUNDS – CHECK SIGNATURE.

One (1) Supervisor + Treasurer. *Chairman Glenn KEEFER motioned that SNT keep the current accounts, Orrstown Bank and PLGIT, one Supervisor plus the Treasurer's signature be required on all checks, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously. Resolution 2009-01 remains in affect.*

4. SET MEETING DATES: One meeting per month, 3rd Tuesday of the month, 7:00 pm.

Supervisor Wayne SHOEMAKER motioned to advertise and set the regularly scheduled monthly meetings on the 3rd Tuesday of the month at 7:00 p.m., Supervisor Glenn KEEFER seconded, the motion carried unanimously.

5. SET TREASURER'S BOND: \$300,000.00

Supervisor Wayne SHOEMAKER motioned the auditors be advised to set the Treasurer's Bond at \$300,000.00, Supervisor Glenn KEEFER seconded, the motion carried unanimously.

6. SET WAGES:

- 1) **SUPERVISORS MEETING PAY: \$100 per Meeting Including Working Sessions/Meetings and any Special Township Meeting (not to exceed \$1,875 per year).**

Chairman Glenn KEEFER motioned to recommend South Newton Supervisors Meeting Pay remain at \$100 per meeting, including Working Sessions/Meetings and any Special Township Meeting, not to exceed \$1,875 per year, Chairman David DURFF seconded, the motion carried unanimously.

- 2) **ROADMASTER AND/OR CO-ROADMASTER (WORKING SUPERVISOR): \$14.00 per hour**
- 3) **EQUIPMENT/TRUCK OPERATORS: \$12.00 per hour**
- 4) **LABORER: \$11.50 per hour**
- 5) **SECRETARY/TREASURER: \$13.00 per hour**
- 6) **ASSISTANT SECRETARY/TREASURER: \$13.00 per hour**
- 7) **SOLICITOR: \$125.00 per hour**

Supervisor Glenn KEEFER motioned to stay the hourly rates of the above positions for 2012, Chairman David DURFF seconded, the motion carried unanimously.

- 8) **ENGINEER: Rates approved as submitted for 2012.**
Chairman David DURFF motioned to accept the rates for MARTIN & MARTIN as submitted for 2012, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.
- 9) **SEWAGE ENFORCEMENT OFFICER: Rates remain the same for 2012**
Chairman David DURFF motioned to accept the rates for JWP Environmental as submitted for 2012, which remain the same, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously
- 10) **CODE ENFORCEMENT OFFICER: \$13.00 per hour**
5. **ZONING OFFICER: \$13.00 per hour**

Supervisor Glenn KEEFER motioned to stay the hourly rates of the above positions for 2012, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.

- a. **Building Permit Fee - \$50.00 per Base Permit (Up to \$4,999)**
Supervisor Wayne SHOEMAKER motioned to stay the Building Permit Fees and stay the \$10.00 per \$5,000 thereafter, Supervisor Glenn KEEFER seconded, the motion carried unanimously.
- b. **Signage and Driveway/Road Fee - \$40.00 and \$60.00 Respectively.** *Supervisor Wayne SHOEMAKER motioned that Sign Fees be set at \$40.00, Driveway/Road Fees set at \$60.00, Supervisor Glenn SHOEMAKER seconded, the motion carried unanimously.*

- c. **Road Permit Fee – deleted for 2012**
 - d. **Special Exception Fee – \$1,000.00**
Supervisor Wayne SHOEMAKER motioned to increase the fee for Special Exception to \$1,000.00 , Supervisor Glenn KEEFER seconded, the motion carried unanimously.
 - e. **Variance Fee - \$1,000.00**
Chairman David DURFF motioned to increase the fee for Variance Fee to \$1,000.00 , Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.
 - f. **Conditional Use Fee - \$800.00**
Chairman David DURFF motioned to increase the fee for Conditional Use Fee to \$800.00, Supervisor Glenn KEEFER seconded, the motion carried unanimously.
 - g. **Application Fee - \$250.00, plus costs**
Supervisor Glenn KEEFER motioned to the Application Fee remain at \$250.00, plus costs, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.
 - h. **Inspection Fee (kennel, stable, etc.) - \$30.00**
Supervisor Wayne SHOEMAKER motioned to increase the fee for Inspection Fee to \$30.00, Supervisor Glenn KEEFER seconded, the motion carried unanimously.
- 6) **EMERGENCY MANAGEMENT COORDINATOR WAGE:**
Supervisor Wayne SHOEMAKER motioned to pay the EMC, Danny Burkett, an hourly wage of \$12.00, for no more than 40 hours of training, approval will be needed for any additional hours, Chairman David DURFF seconded, the motion carried unanimously.
- 7) **AUDITORS WAGES – \$13.00 per hour**
Chairman David DURFF motioned to set the Auditors Wages at \$13.00 per hour, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.
- 8) **BUILDING CLEANING WAGES - \$35.00 per month**
Chairman David DURFF motioned to set the SNT Building Cleaning Wages at \$35 per month, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.
- 9) **ZONING HEARING BOARD SOLICITOR WAGES:** To be determined after the ZHB Reorganization Meeting and the appointment of a Solicitor.
- 10) **ZONING HEARING BOARD SECRETARY WAGES: \$25.00 per meeting**
Chairman David DURFF motioned to have the Zoning Hearing Board Secretary wages remain at \$25.00 per meeting, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.
- 11) **APPEAL ZONING OFFICER RULING TO HEARING BOARD:** *Chairman David DURFF motioned to remove the Appeal Zoning Officer Ruling process, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*
- 12) **ADMINISTRATIVE PROCESSING FEE (CHECK MADE OUT TO SNT) FOR:**
- a. Sewage Plans - .25 per page plus admin fees.
 - b. Subdivision Plans - \$35.00 plus additional copy costs (postage to engineer, etc.).

c. Copies - .25 per page per side plus admin fees.

Chairman David DURFF motioned to have the Administrative processing fees remain the same, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.

7. LOCAL SERVICES TAX (Formerly EMST Tax) ORDINANCE: *Supervisor Glenn KEEFER motioned to keep the LST tax at the rate of \$35 per employee, Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.*

8. STREET LIGHT RATE: *Supervisor Glenn KEEFER motioned to set the 2012 Street Light Rate (Resolution 2007-04) at \$62.70 (reference SNT Minutes of November 17, 2009 mtg, para 13.), Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.*

9. SUPERVISOR ATTENDANCE TO SCHOOL OR CONVENTIONS (Pay): *Supervisor Wayne SHOEMAKER motioned to pay only for schools that were approved by the BOS, pay for mileage but NOT hourly wages for attendance, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

10. MILEAGE – .555 per mile – *Chairman David DURFF motioned the mileage rate be set at .555 per mile, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

11. TAKE TRUCKS HOME IN INCLEMENT WEATHER: *Supervisor Wayne SHOEMAKER motioned the operators of SNT snow removal equipment be authorized to take equipment home in inclement weather, Chairman David DURFF seconded, the motion carried.*

12. PARADE COMMITTEE APPOINTMENT: *Danielle GRUVER – Chairman, Paula BURKETT - Vice Chairman Chairman David DURFF motioned that Danielle GRUVER as Parade Committee Chairman and Paula Burkett Vice Chairman, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

13. APPOINTMENT OF TAX COLLECTOR: n/a

14. APPOINTMENT OF AUDITORS: *Ronald Clever Chairman David DURFF motioned to appoint Ronald Clever, Auditor for 2012, with two (2) vacancies. Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously. This appointment will be for 1 year.*

15. SETTING OF MILL RATE: *Supervisor Glenn KEEFER motioned the mill rate remain at .0933 for 2012, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

ADJOURNMENT: The meeting was adjourned at 8:00 p.m.

In Attendance:

David E. **DURFF**

Glenn E. **KEEFER**

Wayne E. **SHOEMAKER**

Harry C. **NENNINGER**

Robert **MATTESKY**

Respectfully Submitted by

Trena R. Durff, Secretary/Treasurer

