

Jefferson Township
Re-organization Meeting
Carsonville Fire Company Building
January 3, 2011

Alan Loesch, Temporary Chairman, called the meeting to order at 7:34 PM.

2011 APPOINTMENT OF POSITIONS

- A. Temporary Chairman appointed Robyn Loesch as temporary Secretary to take minutes.
- B. A motion was made by Margaret Peterson to nominate Alan Loesch to serve as Chairman. Keith Crum seconded the motion. Result ; Motion carried 3-0.
- C. Alan Loesch made a motion, seconded by Keith Crum to nominate Margaret Peterson for Vice Chairman. Result ; Motion carried 3-0.
- D. Alan Loesch made a motion, seconded by Margaret Peterson to nominate Keith Crum as Roadmaster. Result ; Motion carried 3-0.
- E. Alan Loesch made a motion, seconded by Margaret Peterson to make the following appointments, schedules and wages for 2011. Result; Motion carried 3-0.
 - 1. Stanley Laskowski from the law firm of Caldwell & Kearns as Township Solicitor.
 - 2. Brad Crum to serve as Chairman of the Vacancy Board.
 - 3. Michael J. Brown as Sewage Enforcement Officer.
 - 4. John Madden as the Alternate SEO.
 - 5. Brenda Osman to serve as Emergency Management Coordinator.
 - 6. Alan Loesch as representative to the Upper Dauphin Council of Governments.
 - 7. Alan Loesch as representative to the Dauphin County Tax Collection Committee.
 - 8. Alan Loesch as representative to the Upper Dauphin Tax Advisory Board.
 - 9. Alan Loesch and Deb Everly as representatives to the Valleys Regional Planning Committee.
 - 10. Tim Wentzel to a 4 year term on the Planning Commission.

11. Light-Heigel as Township engineer.
12. Light-Heigel as Permit and Code Enforcement Officers for all UCC and Assessment permits
13. Halifax National Bank as the Township Financial Depository
14. Meetings
 - Monthly meetings will be held on the first Wednesday of each month: except for the October meeting which will be held on the second Wednesday, and the December meeting which will be held the third Wednesday.
 - Meetings will start at 7:00 PM with a working session for the Supervisors that is open to the public but with no public participation. The Regular meeting will follow at 7:30 PM.
15. Certify all Supervisors and the Secretary as Delegates to the annual State Association Convention and appoint Alan Loesch as the voting delegate.
16. Wages for Labor
 - All supervisors are appointed to work in any of the categories listed below with the listed recommended wages (Supervisors' wages must be set by the Auditors).
 - Supervisors and equipment operators: \$ 9/hr
 - Skilled labor for specialized services: \$9/hr and higher depending on the specific job as defined by the Supervisors
 - Unskilled labor according to the job, as defined by the Roadmaster from Minimum Wage up to \$9/hr
 - Road Foreman: Up to \$11/hr as defined by the Roadmaster
 - Snow removal: \$11/hr for snow removal activities.
 - Roadmaster: \$11/hr for labor.
 - Overtime: Time and one half will be paid for hours worked over (8) per day, and hours worked over (40) per week. Overtime must be approved by the Roadmaster before it is worked, except in the case of emergencies such as snow removal.
17. The Treasurers Bond set at \$100,000.

F. Keith Crum made a motion to make the following appointments, and wages for 2011. Seconded by Margaret Peterson. Alan Loesch abstained. Motion passed 2-0.

1. Appoint Robyn Loesch as Secretary/Treasurer.
2. Set the pay rate for the Secretary/Treasurer at \$550/month payable at each regular monthly Township meeting for services performed during the previous month.
 - If the person appointed as Secretary/Treasurer changes, the incoming and outgoing persons shall be paid on a prorated basis

based on the number of days each worked during the month when the change occurred.

- If the Township receives a grant or emergency financial aid from County, State or Federal Government or from any other source and that grant or aid includes an allowance for administrative support, the Secretary/Treasurer shall be eligible for that administrative payment in addition to the normal monthly amount if the Supervisors appoint the Secretary/Treasurer as the person to perform that administrative work. (Note; The Supervisors may appoint anyone to perform the Administrative work, not just the Secretary/Treasurer.)

3. Appoint the Secretary as the Township's Right to Know Officer.

G. Alan Loesch made a motion to pass Resolution #282 setting the Township Fee Schedules as listed below; seconded by Margaret Peterson. Result; Motion carried 3-0.

1. Assessment Permit fees: \$50 if the application is submitted prior to the start of construction and \$300 if construction begins before the application is submitted. Assessment Permit fees are to be made payable to Jefferson Township.
2. UCC fees as set by Light-Heigel
3. Sewage Enforcement fees as set by Mike Brown, SEO
4. All other fees as set by their controlling organizations

H. Alan Loesch made a motion to adjourn the reorganization meeting at 7:53, seconded by Margaret Peterson. Result; Motion carried 3-0.