

CARROLL TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATIONAL
MEETING MINUTES
JANUARY 2, 2001
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- ROLL CALL SUPERVISORS – Jere Rutherford, Robert Faulkner, Gary Brown, Norman Shelly, Jr., and Calvin Hipp
- ATTENDEES – Faye Romberger, Rick Buffington, Allyn Myers, Terry Burger, Roy Fuss, Jean Fuss, Stan Carpenter, Bob Schopfer, R.D. Carr, and Katie Lenox
- CALL TO ORDER The Re-Organizational Meeting of the Carroll Township Board of Supervisors was called to order by Supervisor Rutherford at 7:05 p.m. The location of the meeting is at the Lobar Associates Building, 4 Barlo Circle, Dillsburg, Pennsylvania.
- APPOINTMENT OF
TEMPORARY
CHAIRMAN It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to appoint Robert Faulkner as Temporary Chairman.
- ELECTION OF
CHAIRMAN It was moved by Supervisor Brown to elect Jere Rutherford as Chairman of the Board. Motion died for lack of a second.
- It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to elect Robert Faulkner as Chairman of the Board.
- ELECTION OF
VICE-CHAIRMAN It was moved by Supervisor Shelly, seconded by Supervisor Faulkner, and unanimously carried to elect Calvin Hipp as Vice-Chairman of the Board.
- APPOINTMENT OF
SECRETARY/
TREASURER It was moved by Supervisor Shelly, seconded by Supervisor Rutherford, and unanimously carried to appoint Faye Romberger as Secretary/Treasurer, setting compensation at \$14.00 per hour and meeting pay at \$50.00 up to two hours, over two hours will be at time and a half rate of pay.
- SET
TREASURER BOND It was moved by Supervisor Shelly, seconded by Supervisor Rutherford, and unanimously carried to set the Treasurer's Bond at \$600,000.00.

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| APPOINTMENT OF
PART-TIME
CLERICAL-OFFICE | It was moved by Supervisor Shelly, seconded by Supervisor Rutherford, and unanimously carried to appoint Josephine Patton as part-time Clerical, setting compensation at \$11.00 per hour. |
| APPOINTMENT OF
ROAD MASTER | It was moved by Supervisor Shelly, seconded by Supervisor Brown, and unanimously carried to appoint Robert Noss as Road Master, setting compensation at \$19.31 per hour. |
| APPOINTMENT OF
ASSISTANT
ROAD MASTER | It was moved by Supervisor Shelly, seconded by Supervisor Brown, and unanimously carried to appoint Paul King as Assistant Road Master, setting compensation at \$16.05 per hour. |
| APPOINTMENT OF
FULL TIME
HIGHWAY
EMPLOYEE | It was moved by Supervisor Brown, seconded by Supervisor Shelly, and unanimously carried to appoint Bruce Patton as Full Time Highway Employee, setting compensation at \$13.22 per hour. |
| SET PAY FOR
PART-TIME
HIGHWAY | It was moved by Supervisor Hipp, seconded by Supervisor Brown, and unanimously carried to set the compensation for part-time Highway Employees at \$11.01 per hour. |
| APPOINTMENT OF
CHIEF OF POLICE | It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to appoint James Fishel as Chief of Police, setting compensation at \$17,199.00 for his time remaining. |
| APPOINTMENT OF
PART-TIME
POLICE CLERICAL | It was moved by Supervisor Shelly, seconded by Supervisor Brown, and unanimously carried to appoint Gene Baptisti as part-time Police clerical, setting compensation at \$13.02 per hour. |
| SET PAY FOR
PART-TIME
POLICE OFFICERS | It was moved by Supervisor Hipp, seconded by Supervisor Brown, and unanimously carried to set the compensation for the Carroll Township Police Department part-time Police Officers at \$12.41 per hour. |

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APPOINTMENT OF
TOWNSHIP
SOLICITOR

It was moved by Supervisor Shelly, seconded by Supervisor Rutherford, and unanimously carried to appoint Ron Turo as Township Solicitor, setting compensation at \$80.00 per hour.

APPOINTMENT OF
TOWNSHIP
ENGINEER

It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and carried to appoint Walter N. Heine, of Walter N. Heine Associates, Inc. as Township Engineer, setting compensation at:

- Senior Prof. Engineer \$58.00 per hour
- Staff Engineer \$47.00 per hour
- Environmental Specialist \$43.00 per hour
- Engineering Technician \$32.00 per hour
- Drafting \$27.00 per hour
- Secretary \$18.00 per hour

Engineering services for review of plans and field inspections for subdividers and developers, where the Township passes through the costs will be:

- Senior Prof. Engineer \$66.00 per hour
- Staff Engineer \$55.00 per hour
- Environmental Specialist \$43.00 per hour
- Engineering Technician \$32.00 per hour
- Drafting \$27.00 per hour
- Secretary \$18.00 per hour

Meeting will be billed at a per hourly basis.

Supervisor Rutherford voted no.

APPOINTMENT OF
SUPERVISORS TO
WORK ON THE ROAD

It was moved by Supervisor Shelly, seconded by Supervisor Brown, and unanimously carried to appoint all Supervisors to work on the roads in an emergency. Recommending to the Auditors that the compensation be set at the same rate of pay as the part-time Highway help.

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APPOINTMENT TO
ZONING HEARING
BOARD

It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to re-appoint Robert Decker to the Carroll Township Zoning Hearing Board for a three-year term to expire January 1, 2004.

APPOINTMENT OF
TOWNSHIP SEWAGE
ENFORCEMENT
OFFICER

It was moved by Supervisor Shelly, seconded by Supervisor Brown, and carried to appoint Walter N. Heine Associates, Inc. as Township Sewage Enforcement Officer. The following individuals at Walter N. Heine Associates, Inc. are designated to provide SEO services as appointed Officials with designated positions as specified: Leah Heine, Certified SEO and Eugene Heyman, Alternate Certified SEO. The compensation was set at:

- Percolation Test (6 holes) \$160.00
- If fail, each set 6 holes \$160.00
- Deep Soil Probes \$ 75.00
- Permit Application \$125.00
- Final Inspection \$100.00
- Plan Module Execution \$ 75.00
- Inspection On-Lot Mgmt. \$ 40.00
- Malfunction & Complaint \$ 40.00 per hour
- Twp. Admin. Fee \$ 25.00

Supervisor Rutherford voted no.

APPOINTMENT OF
CARROLL TWP.
ZONING OFFICER

It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to appoint Faye Romberger as Carroll Township Zoning Officer and set compensation at \$50.00 per Zoning Permit, \$10.00 per Building Permit, and \$25.00 per meeting.

APPOINTMENT TO
CARROLL TWP.
VACANCY BOARD

It was moved by Supervisor Shelly, seconded by Supervisor Brown, and unanimously carried to re-appoint Raymond D. Carr to the Carroll Township Vacancy Board.

APPOINTMENT TO
CARROLL TWP.
LOGAN PARK
AUTHORITY

It was moved by Supervisor Hipp, seconded by Supervisor Shelly, and unanimously carried to re-appoint George Wirt to the Carroll Township Logan Park Authority for a five-year term to expire January 1, 2006.

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APPOINTMENT OF BUILDING JANITOR It was moved by Supervisor Shelly, seconded by Supervisor Brown, and unanimously carried to re-appoint Karen Donachie as the Carroll Township Building Janitor, and setting compensation at \$55.00 per cleaning.

CERTIFY DELEGATE TO VOTE AT THE STATE CONVENTION It was moved by Supervisor Rutherford, seconded by Supervisor Brown, and unanimously carried to appoint Supervisor Robert Faulkner as the voting delegate at the State Convention.

AUTHORIZE PAYMENT OF REGISTRATION FEES It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to authorized the Secretary to pay the registration fees for the State Convention as soon as the bill arrives to get the discount rate.

RESOLUTION 2001-02 NAMING DEPOSITORY It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to adopt Resolution 2001-02 naming PNC Bank and PLGIT as the Depositories for the General Fund, State Fund, D.A.R.E. Fund and Street Lighting Fund.

SET MEETING DATES It was moved by Supervisor Rutherford, seconded by Supervisor Shelly, and unanimously carried to set the Supervisors Meeting Dates on the first and third Tuesday of each month at 7:00 p.m.

It was moved by Supervisor Shelly, seconded by Supervisor Brown, and unanimously carried to set the following as regular meeting dates:

January 2, January 16, February 6, February 20, March 6, March 20, April 10, April 24, May 1, May 14 (Monday), June 5, June 19, July 3, July 17, August 7, August 21, September 4, September 18, October 2, October 16, November 5 (Monday), November 20, December 4, December 18 (Year End Meeting), and January 2, 2002 as their-organizational meeting.

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RESOLUTION 2001-03 It was moved by Supervisor Shelly, seconded by Supervisor
SIGNATURES HIPP, and unanimously carried to adopt Resdution 2001-03
putting Faye Romberger, Township Secretary/Treasurer, on all
of the bank accounts and the safe deposit box as the primary
signature. Robert Faulkner will be authorized as the alternate
signature on all the accounts and to be the second signature on
the State Fund.

RESOLUTION 2001-04 It was moved by Supervisor Brown, seconded by Supervisor
POLICE PENSION Shelly, and unanimously carried to adopt Resolution 2001-
EXEMPTION 04 to require all Police Officers to contribute five percent (5%)
to the Police Pension Fund for the year 2001.

SET MILEAGE It was moved by Supervisor Shelly, seconded by Supervisor
REIMBURSEMENT HIPP, and unanimously carried to set the 2001 Mileage
Reimbursement for use of private vehicles on Township
Business at the same rate as the IRS Standard Business
Mileage Rate, which is 34.5 cents per mile for 2001.

APPROVAL TO PAY It was moved by Supervisor Rutherford, seconded by
THE BILLS Supervisor HIPP, and unanimously carried to approve the
payment of the remainder of the bills for December 2000.

NON-UNION It was moved by Supervisor Shelly, seconded by Supervisor
FULL TIME HIPP, and unanimously carried to approve the following as
BENEFIT paid holidays for all full time employees for the year 2001:

New Year's Day – January 1, President's Day – February 19,
Good Friday – April 13, Primary Election – May 15, Memorial
Day – May 28, Independence Day – July 4, Labor Day –
September 3, General Election – November 6, Thanksgiving
Day – November 22, Friday after Thanksgiving – November
23, Christmas Day – December 25, and two (2) personal days.

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NON-UNION
FULL TIME
BENEFIT
CONTINUES

It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to provide following health benefits for all full time employees:

Each employee will be granted 15 sick days a year, and can accumulate a maximum of 120 days. Blue Cross/Blue Shield will be provided for all full time employees.

It was moved by Supervisor Shelly, seconded by Supervisor Hipp, and unanimously carried to approve the following vacation days for all full time employees for 2001:

All full time employees will be granted five (5) working days during the first year of employment; ten (10) working days during the second year of employment; fifteen (15) working days during the sixth year of employment; and twenty (20) working days during the tenth year of employment and allowed to carry over five (5) working days from one year to the next.

PURCHASE STOVE
AND REFRIG.

It was moved by Supervisor Shelly, seconded by Supervisor Rutherford, and unanimously carried to authorized the purchase of a used stove and refrigerator in the amount of \$589.00.

PUBLIC COMMENT

R.D. Carr questioned the Rose Garden Tower.

Supervisor Rutherford announced that on January 8, 2001 at 3:00 p.m. there will be a training session on the new telephone and security system.

EXECUTIVE
SESSION

The Board of Supervisors recessed at 7:30 p.m. to proceed into an Executive Session.

Respectfully submitted,

Faye L. Romberger, Secretary