

**Halifax Township  
Board of Supervisors  
Reorganization Meeting  
January 5, 2009**

**Call To Order:** Chairman Shearer called the meeting to order at 7:00 p.m. followed with the Pledge of Allegiance.

**Roll Call:** Supervisors Shearer, Ruff, Eppley, Hoover and Shultz were present. Roadmaster Dale Shoop was also present.

**Opening Comments:** Chairman Shearer explained for those in attendance that this was not a regular Township Business meeting, but a State mandated re-organizational meeting. She also stated that public comment was welcome on any matter; however the Board would not be acting on any business other than the business of reorganization. Chairman Shearer stated for those in attendance that a follow up date for the Act 537 Plan has not yet been set. She said when the date is set it will be widely published.

**Public Comment Period:**

- A. Donna Rode asked if the Secretary/Treasurer would be present tonight. She also asked about the petition with the 245 signatures. Donna Rode stated that the new Secretary/Treasurer position was a direct violation of the Sunshine Law. She said that nothing was discussed about this change at any prior meeting. Donna stated that this must be open to the public.
- B. Flo Mallonee stated it was a violation not to vote on the Secretary/Treasurer position. She stated the Public must be aware and this was not advertised. She also asked if the Petition was taken under consideration.

**Election of Chairman:**

Dale Shoop was appointed as temporary Chairman for the purpose of the election of the Board Chairman. The floor was opened for nominations.

The first nomination was Norma Shearer. The second nomination was Gary Shultz. Gary declined the nomination. A motion to approve Norma Shearer as Chair was made. Motion carried with all in favor except Ken Hoover who was opposed.

**Election of Vice-Chairman:**

The floor was opened for nominations. The first nomination was Linda Ruff. A motion was made to approve the nomination of Linda Ruff as Vice-Chair. Motion carried unanimously.

**Appointments:**

**A. Secretary-Treasurer-Administrator**

Chairman Shearer stated that the Appointment of Secretary-Treasurer-Administrator was acted on at the December meeting. The Supervisors have finalized the details of the appointment. Chairman Shearer detailed the financial rationale the Board used for this appointment.

Gary Shultz motioned to appoint Hoover Financial Services, Inc. as Secretary-Treasurer-Administrator at an annual retainer of \$42000. Linda Ruff seconded the motion. Motion carried with three favorable votes, Carol Eppley opposed and Ken Hoover abstained.

**B. Road Master**

Discussion ensued about the Road Master being given a new title and how the responsibilities have grown over the years.

Gary Shultz made a motion to change the Road Master title to Director of Public works. Norma seconded the motion. Linda Ruff was opposed to the motion because she knew nothing about it. Gary Shultz then rescinded his motion.

Ken Hoover motioned to appoint Dale Shoop as Road Master with annual salary of \$49776, 5 weeks vacation, retirement bonus of \$3000, vision and dental (including spouse) insurance and the use of a Township truck for travel to and from work. Linda Ruff seconded the motion and motion carried unanimously.

**C. Road Crewman**

Ken Hoover motioned to appoint Raymond Maus as Road Crewman at an annual salary of \$35000, medical (including spouse) insurance, vision insurance, dental (including spouse) insurance, reimbursement of Medicare B Insurance premiums, 5 weeks vacation, retirement bonus of \$2000 and the use of a Township truck to and from work. Gary Shultz seconded the motion and the motion carried unanimously.

**D. Part-Time Laborers and Drivers**

Motion was made to approve an hourly wage of \$11.00 for part-time laborers and drivers. The motion was seconded and carried unanimously.

**Approval of Employee Paid Holidays**

Carol Eppley motioned to approve the following holidays as paid holidays for the full-time employees: New Years Day, Christmas Day, Thanksgiving Day, Memorial Day, Labor Day, July 4<sup>th</sup>, Veterans Day and one Personal Day which can be used at the employee's discretion. Gary Shultz seconded the motion and the motion carried unanimously.

**E. Solicitor**

Linda Ruff motioned to retain Steve Dzurainin, of Wix, Wenger & Weidner at annual retainer of \$13000 and an hourly rate of \$180. He attends the regular Township meeting and the Planning Commission meeting. Carol Eppley seconded the motion and the motion carried unanimously.

**F. Engineer**

Linda Ruff motioned to retain Tom Wilson of K&W Engineers according to the terms set out in the Agreement dated 12/18/08. His compensation is \$200 per month which includes attendance at the regular Township meeting and the Planning Commission meeting. A fee schedule determines costs for services beyond the agreed upon scope. Carol Eppley seconded the motion and the motion carried unanimously.

**G. Sewage Enforcement Officer**

Linda Ruff motioned to appoint Mike Brown and the 2009 fee schedule proposed on 12/04/08. Carol Eppley seconded the motion and the motion carried unanimously. Carol Eppley motioned to appoint Steve Hoffman of K&W Engineers as Alternate SEO. Gary Shultz seconded the motion and the motion carried unanimously.

**H. Auditors**

Carol Eppley motioned to authorize the firm of Patton & Lettich, CPA's to audit the 2008 township records. Ken Hoover seconded the motion and the motion carried unanimously. Carol Eppley motioned to approve appointed auditors; Dan Shearer, Bob Artman, and Lorie Mauser. Gary Shultz seconded the motion and the motion carried with Ken Hoover opposed.

**I. Vacancy Board Chairman**

Carol Eppley motioned to approve Dave Bitting as the vacancy board chairman who acts if the board fails to fill a vacancy in the mandated 30 days. Linda Ruff seconded the motion and the motion carried unanimously.

**J. Authority Representatives**

Ken Hoover motioned to approve Jon Miller to 5 year appointment on the Halifax Area Water And Sewer Authority. Gary Shultz seconded the motion and the motion carried unanimously.

**K. Planning Commission Representatives**

Linda Ruff motioned to reappoint Jim Eppley and Jerry Hile for another four year term. Carol Eppley seconded the motion and the motion carried unanimously.

**L. Regional Councils, Boards & Committees Representatives**

Linda Ruff motioned to appoint Mike Decker as Emergency Management Coordinator, Bob Stout as Deputy EMS Coordinator and Dale Shoop as Emergency Management Officer. Carol Eppley seconded and the motion carried unanimously.

Gary Shultz motioned to appoint Carol Eppley and Norma Shearer(alternate) as the Upper Dauphin Income Tax Advisory Board. Linda Ruff seconded the motion and the motion carried unanimously.

Carol Eppley motioned to appoint Norma Shearer as the Upper Dauphin Council of Governments Representative. Linda Ruff seconded the motion and the motion carried unanimously.

Linda Ruff motioned to appoint Norma Shearer, Bob Artman and Gary Shultz (alternate) as the Valleys Regional Comprehensive Representatives. Carol Eppley seconded the motion and the motion carried unanimously.

Linda Ruff motioned to appoint Florence McGuire as Northern Dauphin Revitalization Representative. Gary Shultz seconded the motion and the motion carried unanimously.

Carol Eppley motioned to appoint Linda Ruff as the PSATS State Convention voting delegate. Ken Hoover seconded the motion and the motion carried unanimously.

Gary Shultz motioned to appoint Ken Hoover to the Dauphin County Storm Water Management workgroup. Linda Ruff seconded the motion and the motion carried unanimously.

## **Approvals**

### **A. Depositories**

Linda Ruff motioned to approve the following depositories: Susquehanna Bank – General & Liquid Fuel Accounts, Halifax National Bank – Reserve General Funds CD & Light Tax Checking, M&T Bank – Park Mortgage. Carol Eppley seconded the motion and the motion carried unanimously. Depository options are being researched for the Master Site Plan Grant Funds and the Ft Halifax Park checking account.

### **B. Tax Resolution 2009**

Carol Eppley motioned to approve the tax resolution as presented for 2009, Gary Shultz seconded the motion and the motion carried unanimously.

### **C. 2009 Mileage Rate**

Linda Ruff motioned to approve 55 cents per mile as the reimbursable mileage rate for 2009. Carol Eppley seconded the motion and the motion carried unanimously.

### **D. Intermunicipal Equipment Rental Rates**

Carol Eppley motioned to approve the 2009 equipment rental rate schedule. Linda Ruff seconded the motion and the motion carried unanimously.

### **E. Pay Periods**

Linda Ruff motioned to continue the biweekly pay periods with pay day on the Wednesday following the end of the pay period. Supervisors will be paid once each month on the last pay day of the month. Carol Eppley seconded the motion and the motion carried unanimously.

## **Announcements**

Auditors Reorganization Meeting – Jan 6 @ 7PM  
Planning Commission Meeting – Jan 7 @ 7PM  
Township Monthly Business Meeting - Jan 12 @ 7PM  
UDCOG Meeting at Halifax Township - Jan 15 @ 7:30PM

## **Public Comment**

Melinda Warfel said the \$5 Per Capita Tax was not included in the tax resolution.  
Donna Rode and Ilene Snyder voiced displeasure with the Township Office action that was taken.

## **Adjournment**

Linda Ruff motioned for adjournment at 8:15PM. Carol Eppley seconded and the motion carried unanimously.

Respectfully Submitted,  
David W Hoover  
Secretary