

**HALIFAX TOWNSHIP  
BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
JANUARY 3, 2011**

**CALL TO ORDER:**

**ROLL CALL:**

**PUBLIC COMMENT PERIOD:**

**ELECTION OF CHAIRMAN:**

Appointment of Temporary Chairman (must be a supervisor) and Temporary Secretary  
Election of Chairman

**ELECTION OF VICE CHAIRMAN:**

**APPOINTMENT OF SECRETARY-TREASURER:**

Annual Salary: \$34,360 (\$25K-Secretary/\$9360-Treasurer)  
Hours: 9AM-3PM, Monday-Friday  
Two weeks and 1 day of paid time off  
No medical or dental benefits

**AMOUNT OF BONDING FOR SECRETARY-TREASURER:**

\$500,000

**APPOINTMENT OF OPEN RECORDS OFFICER:**

**APPOINTMENT OF ROADMASTER:**

Annual Salary: \$49,776  
Five weeks paid vacation leave  
\$3500 net retirement bonus  
Township Vehicle (to and from work)  
Township paid health benefits to include:  
-Employee Vision Coverage for Employee and Spouse  
-Dental Insurance Coverage for Employee and Spouse

**APPOINTMENT OF ROAD CREWMAN:**

Annual Salary: \$35,000  
Five weeks paid vacation leave  
\$2500 net retirement bonus  
Township Vehicle (to and from work)  
Township paid health benefits to include:  
-Maximum Reimbursement of \$1300 annual deductible  
-Reimbursement of Medicare Part B premiums paid by the employee

**APPROVAL OF LABORERS/DRIVERS SALARIES:**

CDL: \$12/Hour  
Non-CDL: \$11/Hour

**APPROVAL OF PAY PERIODS:**

Employees: Bi-weekly pay periods with payday to occur on the Wednesday immediately following the end of the pay period.  
Supervisors: Monthly pay periods with payday to occur on the last payday of the month.

**APPROVAL OF EMPLOYEE PAID HOLIDAYS:**

New Year’s Day                                      Labor Day                                      Christmas Day  
Memorial Day                                      Veteran’s Day (floating)                      July 4  
Thanksgiving Day                                      1 Personal Day (to be used at employee’s discretion)

**APPOINTMENT OF SOLICITOR & APPROVAL OF FEE SCHEDULE:**

**APPOINTMENT OF ENGINEER & APPROVAL OF FEE SCHEDULE:**

**APPOINTMENT OF SEO & APPROVAL OF FEE SCHEDULE:**

**APPOINTMENT OF ALTERNATE SEO:**

**APPOINTMENT OF AUDITORS:**

**Annual Township Audit:**  
**Annual Fire Audit:**  
**Appointed Auditor (1)**  
**Appointed Representative (1)**

**APPOINTMENT OF VACANCY BOARD CHAIRMAN:**

**DEPOSITORIES:**

**Susquehanna Bank:**  
General Fund  
Liquid Fuels Fund  
Ft. Halifax Park Checking  
Ft. Halifax Park Master Site Plan Access CD  
Money Market Account  
Plan Escrow Account  
**Halifax National Bank:**  
Street Light Tax Checking

**APPOINTMENT OF REPRESENTATIVES TO PLANNING COMMISSION AND AUTHORITIES:** No current vacancies (see below)

<b>Planning Commission Members:</b>	<b>Term Expiration:</b>
Fred Ford – Chairman	12/31/2011
Robert Artman – Vice Chairman	12/31/2014
Randy Paul	12/31/2012
Mark Reed	12/31/2012
Steven Sipe	12/31/2011

<b>HAWASA Representatives:</b>	<b>Term Expiration:</b>
Fred Ford	12/31/2011
Jon Miller	12/31/2013
Michael Sweigard	12/31/2014

**HARA Representatives:**

Fred Ford  
Tracy Cox

**Term Expiration:**

12/31/2013  
12/31/2011

**PSATS ANNUAL STATE CONVENTION:****Approved Attendees:****Voting Delegate:****FT HALIFAX PARK – MSP STUDY COMMITTEE REPRESENTATIVES:****REGIONAL COUNCILS, BOARDS & COMMITTEE REPRESENTATIVES:**

Dauphin County EIT Committee: 1 Rep & 1 Alt.  
Valleys Regional Comprehensive Plan: 2 Rep's & 1 Alt.  
Northern Dauphin County Revitalization:  
UDCOG:  
Emergency Management Agency:  
Emergency Management Coordinator  
Deputy Emergency Management Coordinator

**STANDARD MILEAGE RATE FOR 2011:** .51 cents/mile**INTER-MUNICIPAL EQUIPMENT RATES:**

<b>Equipment:</b>	<b>Rate Per Hour:</b>
Pick-up Truck	\$55.00
Small Dump Truck	\$65.00
Large Dump Truck	\$80.00
Pay Loader	\$80.00
Grader	\$70.00
Sweeper	\$70.00
Mower	\$80.00
Air Compressor	\$60.00
Backhoe	\$80.00
4X4 Tractor	\$80.00

**MONTHLY BOS MEETINGS:**

2<sup>nd</sup> Monday of the month at 7PM at the Township's Municipal Building as follows:

01/10/11	05/09/11	09/12/11
02/14/11	06/13/11	10/10/11
03/14/11	07/11/11	11/14/11
04/11/11	08/08/11	12/12/11

**MONTHLY PC MEETINGS:**

1<sup>ST</sup> Monday of the month at 7PM (with the exception of holidays) at the Township's Municipal Building as follows:

01/03/11	05/02/11	09/07/11 (Wednesday)
02/07/11	06/06/11	10/03/11
03/07/11	07/06/11 (Wednesday)	11/07/11
04/04/11	08/01/11	12/05/11

**ANNOUNCEMENTS:**

Auditor's Reorganization Meeting  
PC Workshop  
PC Monthly Meeting  
Township BOS Monthly Meeting

January 4, 2011 6PM  
January 17, 2011 7PM  
February 7, 2011 7PM  
February 14, 2011 7PM

**ADJOURNMENT:**