REORGANIZATION MEETING
Monday, January 4, 2010, at 9 AM

Call Meeting to Order
Pledge of Allegiance

The Tyrone Township Board of Supervisors met at 9 AM on Monday, January 4, 2010, at the Municipal Building located at 5280 Old Harrisburg Road, York Springs, Pennsylvania 17372, for its annual reorganization meeting.

Present were: Chairman Galen J. Smith; Vice Chairman Russell Raub; Supervisor William Starry; Donna Dixon, Secretary-Treasurer; Erik Vranich, Wm. F. Hill & Assoc., Inc. and Rosalie Dashoff, Township Citizens Committee

Appointment of Chairman - Raub made a motion to nominate Galen Smith as Chairman for 2010 and the motion was 2nd by Starry. Motion carried unanimously.

Appointment of Vice-Chairman - Starry nominated Russell Raub as Vice-Chairman and the motion 2nd by Smith. Motion carried unanimously.

Appointment of Roadmaster - Starry commented that since the Adams County Council of Governments is creating joint ventures in order to keep costs at a minimum, it would be advantageous for the Township to nominate a Roadmaster. Smith then nominated Starry as Township Roadmaster and the motion was 2nd by Raub. Raub asked what will be the duties and work assignments of the Roadmaster or is this in name only to represent the Township at meetings. Starry replied mainly as a contact person from one township to another or as a go-to person on questions for ordering parts. Motion carried unanimously.

Road and Facilities Maintenance Worker - Position is currently vacant.

Appointment of Secretary-Treasurer - Smith made a motion to appoint Donna R. Dixon as Secretary-Treasurer. Raub 2nd the motion. The motion carried unanimously.

Rate of Pay - After much discussion, the Secretary-Treasurer was given three options: 1. Increase in pay; an additional three personal days or keep the same pay and paid time off. The Secretary-Treasurer chose three additional personal days. Smith made a motion to add three personal days with no increase in pay. Raub 2nd the motion. The motion carried unanimously.

Appointment of Auditors - Board of Supervisors are not required to appoint – these three positions are elected officials. They presently are Joanne Day, James Mackie and Charles Goodrich. James Mackie is the next Auditor to be elected.

Appointment of Solicitor - Starry made a motion to retain Tim Shultis of Miller & Shultis as Township Solicitor at the rate of pay of $150/hour. The motion was 2nd by Raub. The motion carried unanimously.

Appointment of Engineer - Starry made a motion to retain Wm. F. Hill Assoc., Inc. as Township Engineer. The motion was 2nd by Raub. Vranich said the fees should remain the same and will fax the fee schedule to the Township today. The motion carried unanimously.

Appointment of Sewage Enforcement Officer (SEO) - Smith reviewed the fees of SEO Services, Inc. and The Earth Doctor and suggested that if the Township Board of Supervisors wish to retain both agencies, that the Board adopt the fees of The Earth Doctor which are $150 more than SEO Services, Inc. Also, as of January 1, 2010, the Township will be collecting the sewage fees directly from the residents instead of the SEO collecting the money. It was also suggested adding an additional sentence onto the sewage complaint form: “Whoever completes the complaint form and the complaint is found to be an unwarranted, they are responsible for the fees incurred.” The Township will send an invoice to the violator if the complaint is founded. Smith suggested instructing the SEO who is handling the complaint to include the samples that concludes that testing. The SEO will also invoice the violator.
Starry made a motion to retain SEO Services, Inc. as the main SEO and The Earth Doctor as the secondary SEO. Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

Starry made a motion to adopt The Earth Doctor’s fee schedule; Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Appointment of Vacancy Board** - Starry made a motion to reappoint Lynn Kime as a Vacancy Board member and Smith 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Appointment of Emergency Management Coordinator** - Starry made a motion to reappoint Sherri Haines as Emergency Management Coordinator and Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Bond for Secretary-Treasurer** - Starry made a motion to keep the bonds for the Secretary-Treasurer and the Vice Chairman of the Board of Supervisors at $600,000 each. Smith 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Hourly Rates for Road Full-Time and Part-Time Hourly Employees** - A motion was made by Starry to retain the current hourly rates for full-time and part-time road employees – full-time: $14/hour and part-time: $12.93/hr. Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Health and Dental Insurance** - Raub asked if the Board would be willing to make a change within the year if the opportunity presented itself. All Board members were willing to do so. Raub made a motion to retain Capital Blue Cross as the Township’s health insurance provider and United Concordia as the Township’s dental insurance carrier. Starry 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Tax Collector Rate of Pay** - Smith made a motion to pay the Township’s Tax Collector at the current rate of 3%. Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

Smith suggested a letter be sent to the new Tax Collector, Wendy Weigle, stressing the important of forwarding the tax money she receives in a timely manner to the Township. Raub made a motion that the Board of Supervisors compensate the Tax Collector at a rate of 3% of receipts and that a letter be prepared and sent to the Tax Collector indicating the rate of compensation with two additional requirements: 1. Tax receipts be given to the Township not later than 10 days after receipt by the Tax Collector; and 2. If a 30-day period without tax receipt payments that the Tax Collector provide notice to the Township by method convenient to the Tax Collector by fax, email, U.S. mail or by deposit box out front; Starry 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Meeting Dates** - Raub made a motion for the Board of Supervisors to meet at 7:00 PM the second and fourth Wednesdays of the month with the exception of meetings in November which will be the first and third Wednesdays. Starry 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Convention Delegates for the State Convention** - Smith made a motion for all three Board of Supervisors, Roadmaster and Secretary-Treasurer be convention delegates. The motion was 2\textsuperscript{nd} by Starry. The motion carried unanimously.

**Voting Delegates** - Smith made a motion for Starry to vote on the Township’s behalf. The motion was 2\textsuperscript{nd} by Raub. The motion carried unanimously.

**Appointment of Real Estate and Transfer Tax Collector** - Smith made a motion to reappoint Linda K. Myers to this position and Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

**Appointment of Earned Income Tax and EMS Tax Collector** - Smith made a motion to retain J. P. Harris Associates to this position and Starry 2\textsuperscript{nd} the motion. The motion carried unanimously.
Appointment of Building Code Officer (BCO)/Building Inspector - Starry made a motion to retain Wilbur Slothour, Land and Sea Services, as the BCO and the motion was 2\textsuperscript{nd} by Raub. The motion carried unanimously.

Fee Schedule: Starry made a motion to approve Land and Sea Services fee schedule for 2010 and add $75 to Residential Units, $35 to Other Structures and $160 to Commercial Permits; Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

Appointment of Zoning Officer - Raub made a motion to reappoint Wilbur Slothour, Land and Sea Services, as the Township’s Zoning Officer. Starry 2\textsuperscript{nd} the motion. The motion carried unanimously.

Appointment of Zoning Solicitor - Starry made a motion to appoint Larry Wolf as Zoning Solicitor and Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

Appointment of Zoning Hearing Board - Smith made a motion to appoint Ed Weigle to the Zoning Hearing Board, retaining Kristine Witherow, Michael Baltzley, Pauline Adamik as an alternate and Donna Dixon as Secretary. Raub 2\textsuperscript{nd} the motion. The motion carried unanimously.

Appointment of Planning Commission - Raub made a motion to appoint Emma Seibert to the Planning Commission, retaining Dean Lobaugh, David Richwine, Luther Dick, Stanley Kuykendall and John Adamik as an alternate. Smith 2\textsuperscript{nd} the motion. The motion carried unanimously.

Appointment of Agricultural Security Board - Raub made a motion to retain William Starry, Robert Junkins, Dave Wenk and Vince Lobaugh to the Agricultural Security Board and the motion was 2\textsuperscript{nd} by Smith. The motion carried unanimously.

Motion to Pay to Attend the County Convention - Raub made a motion that Tyrone Township fund attendance to the Adams County Association of Township Officials Convention for 2010 and the motion was 2\textsuperscript{nd} by Starry. The motion carried unanimously.

Approve Resolution to Authorize Activities for Heidlersburg Fire Company - Starry made a motion to approve a resolution to authorize activities for the Heidlersburg Fire Company and the motion was 2\textsuperscript{nd} by Raub. The motion carried unanimously.

At 11:40 AM, the Board recessed until 1:15 PM.

Part-Time/Temporary Road Employees - Starry made a motion to hire Keith Klinefelter as a part-time employer contingent upon the Drug and Alcohol Test and depending if he accepts the position as well. Raub 2\textsuperscript{nd} the motion. The motion carried unanimously. Smith will contact Klinefelter, and if he accepts the position, the Secretary-Treasurer will contact HanoverWorks to schedule Klinefelter’s Drug and Alcohol test.

Starry made a motion to adjourn the 2010 Reorganization Meeting at 2:53 PM and the motion was 2\textsuperscript{nd} by Raub. The motion carried unanimously.