

**MINUTES - RALPHO TOWNSHIP SUPERVISORS REORGANIZATION
AND REGULAR MONTHLY MEETING - JANUARY 3, 2012
Held in Municipal Building Meeting Room, 206 S. Market St, Elysburg, PA**

Vice Chairman Wetzel called the meeting to order at 6:30 p.m. and led the recitation of the Pledge of Allegiance to the flag.

Vice Chairman Wetzel comment: As mandated by State Law and as advertised this meeting is for Reorganization purposes and the regular January meeting

Oaths of Office were given to supervisors William L. Wetzel and Daniel T. Williams.

Attending were: Supervisors Blaine Madara(*arrived at 7:26 p.m.*), William Wetzel, Stephen Major, Vincent Daubert and Daniel Williams. Also attending were: Township Manager Joseph Springer, Solicitor Todd Kerstetter, Township Secretary/Treasurer Debra Olson; Code Office Howard Howal; Township Engineer Justin Keister, Police Chief Stu Appel, Roadmaster Howard Shadduck, Debra Eliassen from the Shamokin *News Item*; and 1 interested citizens.

Changing Chairman is merely following past practice of rotating the position every year so each board member has an opportunity to fill that capacity.

Vice Chairman Wetzel requested nominations for the Chairman's position. Major/Daubert motioned to elect Supervisor Wetzel as chairman. Vice Chairman Wetzel moved that nominations cease with approval of Wetzel as Chairman unanimous.

Daubert/Wetzel motioned to nominate Supervisor Major as Vice Chairman. Wetzel motioned to close nominations with approval of Major as Vice Chairman unanimous.

Major/Daubert motioned to appoint Joseph Springer, Township Manager; Debra Olson, Township Secretary/Treasurer; Schelsinger & Kerstetter, Solicitor and Larson Design Group as Township Engineers. Motion carried unanimously.

Williams/Major motioned to appoint Forgett & Kerstetter, certified public accountants for auditing services; and designate township depositories PLGIT and M&T Bank; Charlene Zeigler as Real Estate Tax Certifier, Act 511 tax collector and Delinquent Tax Collector per ordinance; Berkheimer Associates Tax Collector for LST taxes; Central Tax Bureau of Pennsylvania, Inc. as Tax Collector for Earned Income taxes; Statewide Tax Recovery for delinquent taxes; Howard Howal as Code Enforcement Officer, Uniform Construction Code Officer and Building Code Officer; Howard Shadduck as Roadmaster; Bill Brior as Primary Sewage Enforcement Officer and Bruce Dobash Alternate Sewage Enforcement Officer. Motion carried unanimously.

Major/Daubert motioned to adopt Resolution 2012-01 establishing the revised engineering fee schedule. Motion carried.

The following re-appointments were made on Daubert/Wetzel motion and carried unanimously: John Yost to a one year term on Township Vacancy Board; Donald J. Spotts, one year term as EMA Coordinator; Frances Berger, ZHB 3 year term; Robert L. Dluge, Jr., Esq. one year term as solicitor to Zoning Hearing Board; Steve Major, 5 year term to Municipal Authority of Ralpho Township.

Major/Daubert motioned to re-appoint Harvey Boyer, 4 year term on Planning Commission, which expires December 2015; Brent Rhoades, 4 year term on Planning Commission, which expires December 2015; Dan Yost, 4 year term on Planning Commission, which expires December 2015; Dave Noll, Auditor 2 year appointment and Cathy Kessler, Auditor 2 year appointment. Motion carried.

The following positions remain to be filled:

One vacancy on Municipal Authority of Sunnyside/Overlook, 5 year term, term would expire January 2016 and one auditor position for a two year appointment.

Chairman Wetzel will announce Committee/Department appointments at February meeting.

CITIZEN INPUT ON AGENDA ITEMS – none

Minutes of December 13, 2011 regular monthly meeting were accepted as presented on Major/Daubert motion and carried.

TREASURER’S REPORT was accepted as presented on Daubert/Major motion and carried.

Bills were approved as presented for payment, including those bills paid between meetings on a Major/Daubert motion, motion carried unanimously.

CORRESPONDENCE

- PSATS invite to Annual Public Officials Day Brunch on January 12, 2012 at the PA Farm Show was received.
- DCED letter on Entitlement Status CDBG Program was received.
- Sunoco Logistics sent a letter making the Township aware of high-pressure petroleum product pipelines in our area.
- Northumberland County Hazard Vulnerability Assessment and Hazard Mitigation Plan Risk Assessment and Mitigation Solutions Workshop meeting is Thursday, January 5, 2012 from 1 to 3 p.m. at the County Administration Building in Sunbury.
- Notice was received from the Northumberland County Conservation District that there is a violation of rules and regulations related to Timber Harvest Operation at 175 Reading Turnpike Road. Corrective measures must be taken or the Department may initiate enforcement action.
- Polar Tech Industries notice that they are submitting a Plan Approval to the PA Department of Environmental Protection.
- Northumberland County Assessment Bureau letter informing the Township that they will be using Berkheimer OneSource as the printer for the 2012 tax bills.
- Wetzel/Major motioned to start a partial membership with PSATS new Township Emergency Management Association at a rate of \$50 after speaking to EMA Coordinator DJ Spotts. Motion carried.

COMMITTEE/DEPARTMENT REPORTS:

PLANNING –

- None

STREET DEPARTMENT –

- Report was read
- Schoch Road was discussed with follow up in the spring when deciding what roads to pave or chip and seal.
- Solicitor Kerstetter will send a letter to owner of 280 Hemlock Lane and require him to remove the rebar he has placed in the right of way on the edges of his property within 3 days or the Township will remove them.

BUILDINGS – Daubert

- none

ZONING OFFICER'S REPORT – Daubert

- 1 permit was issued and \$457.40 in fees were collected during December and issued several occupancy permits.
- 3 yearly reports that Officer Howal prepared were discussed with the observation of the reduction in permits in the year 2011.

POLICE DEPARTMENT/PUBLIC SAFETY – Wetzel

- Report was read.
- TRA Electric Incorporated gave Chief Appel an estimate cost to repair the loop that has an electrical short. He will bring further information to the next meeting. Chairman Wetzel also asked Justin the engineer to speak to his people that handle traffic to get more information.

RECREATION - Wetzel

- Major/Daubert motioned to allow Meadowview Christian School to use the gymnasium on 1/13, 1/27, 2/10, 2/24, 3/9 and 3/23. Motion carried. Secretary will verify a certificate of insurance is received.
- Wetzel/Williams motioned to purchase a refurbished Nevco controller as a backup for the scoreboard in the gymnasium for \$179. Motion carried.

RECYCLING – Major

- None

Supervisor Blaine Madara arrived at the meeting at 7:26 p.m.

MANAGER'S REPORT

- After explanation of the financial situation right now Township Manager Springer asked the Board if they would like to go ahead and borrow from the line of credit that has been approved or if they would like to borrow from the equipment fund at this point and pay it back. No interest would be accrued with the latter option. Major/Daubert made a motion to borrow money from the equipment fund to get by this month and to save on the interest. Motion carried unanimously.

SOLICITOR'S REPORT

- Keystone Service Systems, Inc. Tax Assessment Appeal on February 15, 2013 at 1:30 p.m. was discussed. Solicitor Kerstetter said we just wait and see on this.
- Solicitor Kerstetter updated the board on the Zoning Hearing Board Decision for the application of Carmel of Jesus, Mary and Joseph, Inc. The board will respect the decision of the Zoning Hearing Board with no further action at this time.

ENGINEER'S REPORT

- Justin asked the board if coming to the meetings at 7 p.m. is still okay for 2012 and the board agreed.

OLD BUSINESS:

- none

NEW BUSINESS:

- Daubert/Madara made a motion to pay any regular bills that come in after meeting date because of early meeting for the month of January. Motion carried.
- Madara/Major made a motion to adopt Resolution 2012-02 that waives employee contributions to the Police Pension Fund for the calendar year 2012. Motion carried.
- Madara/Daubert motioned to make a donation to the Ralpho Township Library in memory of Judith Horne, part-time street employee Doyle Horne's wife. Motion carried.

CITIZEN INPUT – none

Chairman Wetzel announced that there would be an executive session for personnel issues at 7:42 p.m. Meeting reconvened at 7:58 p.m.

- Daubert/Major motioned to give Howard Shadduck and Wayne Horne, Street Department, \$.75/hr raise per contract; 5 full-time police officers, \$.75/hr raise per contract; Chief Appel \$.75/hour and Debra Olson, Secretary \$.75/hr raise. Motion carried.
- Daubert/Major motioned to give Howard Howal, Code/Zoning Officer, \$.25/hr raise; Charles Kowalchick, Buildings/Grounds, \$.75/hr raise. Motion carried.

ADJOURNMENT – there being nothing further for discussion, meeting adjourned at approximately 8:00 p.m. on Daubert/Williams motion and carried.

Respectfully submitted,

Debra L. Olson
Ralpho Township Secretary