

The re-organizational meeting and monthly meeting of the Plunketts Creek Township Board of Supervisors was called to order Monday January 4, 2016 at 7:00 PM in the township building.

PRESENT: Ray Lewis, Supervisor
 John Blair, Supervisor
 Jim Etzel, Supervisor
 Patricia (Pat) Johnson, Secretary
 Carrie Stine, Treasurer

Guests: Audrey Moon, Gloria Lewis, Annie Aumen and Tom Schafer

Organization

- Recognize newly elected Supervisor Jim Etzel
- Jim Etzel made a motion with unanimous approval that Supervisor John Blair act as temporary chairman.
- The temporary chairman Supervisor John Blair received nominations for a permanent chairman
 Supervisor Jim Etzel made a motion with unanimous approval to nominate Supervisor Ray Lewis as Chairman and Supervisor John Blair as Vice Chairman.
- Supervisor Jim Etzel made a motion to appoint Patricia Johnson as secretary/assistant treasurer and Carrie Stine treasurer/assistant secretary per the job descriptions. Motion passed with unanimous approval.
- Set regular meeting schedule dates and have Secretary publish this information in newspaper in accordance with the Sunshine Law.
 Dates in 2016 – Jan 4th, Feb 1st, March 7th, April 4th, May 2nd, June 6th, June 27th (for July 4th meeting), August 1st, August 29th, October 3rd, November 7th, December 5th, December 28th, January 4, 2017 for Reorganizational meeting and January 5, for the Auditors meeting .
- Approve resolution 2016-01 to appoint Baker Tilly formerly ParenteBeard a certified and competent public accountant to examine all of the accounts of the Township of Plunketts Creek for the fiscal year of 2015.
- Approve payment amount for Public Auditors meetings attended by Secretary and or Treasurer- \$10.00
- To pay the Supervisors elected/re-elected a salary of \$1875 per year in accordance with State Act 68
- To continue to deposit general funds into BB&T then transfer to PLGIT leaving a \$3000 running balance to cover electronic transfers and debit card purchases
- To continue to deposit general funds set up for electronic transfer directly into PLGIT general account.
- To deposit township state funds electronically to PLGIT
- To re-appoint Solicitor- David Smith, Chris Kenyon McCormick Law as Township Solicitors
 Board of Supervisors stated that a letter will be sent to the Solicitor stating only calls from the Board of Supervisors or the Secretary when directed by Chairman of the Board are to be accepted.

- To appoint Tim Wentz as Township Engineer
- To pay federal mileage rate (\$.54 per mile) for use of their vehicles for township business.
- To continue bonds on Secretary and Treasurer through DGK Insurance in amount of \$250,000.00 each
- To pay general laborers of the township a rate of \$8.00-\$10.00 per hour, skilled laborers a rate of \$10.00-\$12.00 per hour, road supervisor a rate of \$13.00 per hour and to employ persons under the age of 18 by special consent of their parents.
- To give Roadmaster Brad Stine authorization to use his discretion when dealing with road maintenance emergencies.
- To retain the same fee schedule of Ordinance #2 in regards to Junk Dealers and junkyards and storage and disposal of scrap, refuse and junked articles and the amended ordinances of August 3, 1964. Fee schedule is as follows:
 - Less than 15,000 square feet -\$150.00
 - More than 15,000 square feet but less than 40,000 square feet -\$175.00
 - More than 40,000 square feet - \$ 200.00
- To join the PA. State Association of Township Supervisors and to subscribe to the Township News for each Supervisor, Secretary, Treasurer and Members of the Planning Commission, Zoning Hearing Board, Auditors, Roadmaster and Emergency Management Coordinator.
- To pay the Zoning Hearing Board of Adjustments and their recording secretary \$25.00 for each hearing the township asks them to act upon and pay the federal mileage rate (\$.54 per mile) to attend any hearing.
- To authorize the Secretary and or Treasurer to purchase office supplies up to \$200.00 without prior authorization from Township Supervisors.
- To pay for lawn mowing of township grounds with Township mower the employee's rate of \$ 10.50 per hour.
- To pay Craig Lewis and Emerson Lewis their regular hourly rate to act as building caretakers and do building maintenance.
- To appoint Lycoming County Planning Commission, Rod Heindel, Zoning Officer and to pay a flat rate of \$2.00 per capita per year with no mileage reimbursement according to job description outline of 7/2/79
- To appoint Gene Powlus, Rohland Engineering LLC as sewage officer
- The Roadmaster is authorized to plow and cinder the PCTVFD parking lot and the Barbours Cemetery entrance when requested prior to a burial service.
- To Reappoint Brad Stine to Roadmaster at a rate of \$14.00 per hour and federal mileage rate (\$.54 per mile) for use of his personal vehicle for township business
- The Roadmaster is authorized to spend up to \$200 for supplies without prior authorization on behalf of township
- To appoint Ed Johns to the vacancy board
- To appoint Tom Schafer as the Township Webmaster
- PSAT conference – designate voting delegate – who may be attending.
No one currently will be attending, may change at a later date.
- Actions approved by the board will not require a second: vote will be taken.
- Supervisors made motion with unanimous approval for Supervisors all to be appointed as Roadmaster – Ray Lewis and John Blair and Jim Etzel.

Supervisor Jim Etzel made motion with unanimous approval to accept all of the above.

- The Auditors will set the pay rate for the Supervisors serving as Roadmaster at their meeting on January 5th.

Supervisor John Blair made a motion with unanimous approval to accept the December 28th meeting minutes as presented.

Treasurer's Report: 2015 Profit/Loss Statement presented was presented by Treasurer Carrie Stine.

Reports:

- PCTVFD
The fire company had their reorganizational meeting – there is no change to the current status of President, Vice-President, Fire Chief and Ambulance Captain.
- CII (Code Inspections Inc.) –No Report
- Planning Commission – minutes were emailed – meetings will stay the 3rd Wednesday of each month at 7:00 PM as needed
- Recreation Commission – no report
Recognition was given to Theresa Sullivan for her many years with the Recreation Commission. Theresa resigned at the end of 2015. The Township will send Theresa a Thank you for her commitment to Recreation of Plunketts Creek.
- Emergency Management Officer
Tom Schafer stated he and Brad are working on a list of items that need purchased for EMA.
- Roadmaster
Roadmaster Brad Stine stated the roads have been cindered once this year. The guys are working on maintenance of the vehicles. Brad is waiting for the tree trimming contractor to call and advise when he will get started.
- Sewage Officer-No report
- Zoning Officer – No report

Continuing Business:

- Bathroom renovation proposal
Supervisor Jim Etzel stated he did find out the ceramic tile will not break if installed correctly. Also stated that non-slip tile can be purchased to alleviate anyone slipping on the tile when wet.
Supervisor Jim Etzel will also call a plumber to get estimate on the needed updates to the buildings plumbing prior to bathroom renovation going forward.

Supervisor Ray Lewis made a motion with unanimous approval to accept Steve Bastian's bid for the men's room updating.

- Property Maintenance Ordinance update
Resident meeting to be held on Thursday night at 6:00PM for review as to how he will proceed with updating property

- Gas well ordinance update-No report

New Business:

Dates to Remember:

- Supervisors Meeting –February 1st
- Planning Commission – January 20th
- Recreation Commission – January 13th

Deeds Reviewed

- Sandra K. Emick as Trustee of the Sandra K. Emick Income Only Protection Trust to Sandra K Emick- 76 Engle Mill Lane
- Sally L. Lewis to Sally L Lewis & William E. Lewis – Lot 5 of the Emerson Lewis subdivision.
- Ritchie A and Nancy H Heintzelman to Timothy Jand Wenchu Yan Yasui , Deed Lot 48-001-108
- Virginia A Garrison to Denise A Fike –Lot # 48-273-102.17 in Sand Spring Acres.

Correspondence and Communications:

Checks Reviewed and Signed:

Meeting Adjourned at 8:30 PM

Respectfully Submitted,
Patricia Johnson, Secretary