

Jefferson Township Reorganization Meeting

January 3, 2023 @ 6pm
Agenda

Pledge

Temporary Jefferson Township Chairperson of the Board of Supervisors & Secretary nominated and elected.

Nomination of Chairman.

Chairperson calls the meeting to order.

Appointments for the year 2023:

Vice Chairperson: _____

Secretary / Treasurer: _____ (2022 - \$15.25) 2023 - _____

Chief of Police: _____ (2022 - \$25.55) 2023 - _____

Tax Collector: _____

Road Master: _____

2nd Road Master: _____

3rd Road Master: _____

Zoning Officer: _____

Approve above appointment:

Approve Employee Handbook of Personal Policies 2023:

Appoint Roger Shaffer as Solicitor at the rate of \$ 195 per hour for matters not included in the \$ 4,000 retainer fee.

Payables at the end of each week, and the re-occurring monthly bills to be paid by FNB On-line Bill Pay, with these payables being included on the monthly treasurer's report of payables

Depository Banks: First National Bank & Pligit

FNB as Jefferson Township Credit Cards

Disbursing payroll every other week beginning January 3rd, 2023

Approve the Above Payables, Banks, Credit Card, & Payroll.

Committee Appointments:

Planning Commission: Barb Reda (2025)
Burt Weston (2026)
Bob Scheuermann (2024)
Buck Baldwin (2023)
Lori Grace (2026)

Zoning Hearing Board: John Bartholomew (2025)
Scott Spragle (2023)
Lori Weston (2025)

Auditors: Vincent Smith (2023)
Charles Welch (2023)
Karen Elford (2025)

Vacancy Board: _____

Approving those wanting to go to PSATS State Convention in Hershey

Supervisors / Secretary to attend the Annual Convention of the State Association at \$50.00 per day, .63 cents per mile, plus hotel and meals.

Voting Delegate at the Convention _____

Township Supervisors Meeting & Times for 2023

Motion to approve above Convention, Representatives, Meetings & Times

Zoning Officer - 80% of the zoning permits or up to \$500 and .63cents a mile

Federal rate per mile traveled on Township Business .63 cents mile (2023 rate)

Cell Phone Reimbursements \$35 per month Supervisors, Road Foreman, and Secretary/Treasurer

Supervisors pay – set by state code \$1,875.00/year

Motion to Approve above rates

Recommendation to the Board of Auditors

Road Master / Supervisor wage \$17.25 per hour and that the board of auditors set the full-time rate at \$21.00

Approve the following pay scale:

<u>Position</u>	<u>2022 Rate of</u>	<u>2023 Rate of</u>
Temporary Part time CDL	\$ 14.00/hr.	\$
Emergency Snow Removal	\$ 14.00/hr.	\$
Patrolman: As per union contract		
One Calls: Regular hourly rate/ Emergency One Calls with a minimum of 2hrs at regular hourly rate		
Sewer Call Outs: \$25.00hourly rate/ hour with a minimum of 2 hours for after-hour call outs		
Sewer Meter Readings: Regular hourly rate/hour with a minimum of 2 hours		
Township Call Outs: Regular hourly rate/hour with a minimum of 2 hours		
Police Department Court Time: As per union contract		

	<u>2022 Rate of</u>	<u>2023 Rate of</u>
Road Crew Foreman	\$ 21.00	\$
Part time Road Crew Laborer/ No CDL	\$ 13.00	\$
Part time Road Crew Laborer w/CDL	\$ 15.00	\$
Groundskeeper	\$ 13.00	\$
Auditor	\$ 10.00	\$

Appointments for 2023:

Jefferson Township Engineer _____

Satellite Sewer Collection System Operator of Record _____

Wage and Occupational Taxes as well as Township Complete Audit for the fiscal year 2023:
\$ 5,050 per year _____

Appointed Representatives for 2023:

Proxy for Mercer Area Library - _____

Tax Collector Committee (TCC) - _____

Mercer County Joint Sewage Agency - _____ & _____

Mercer County Emergency Management - _____

Jefferson Township Fire Department - _____

Police Department & Police Pension Plan - _____

Mercer County Regional Council of Governments (COG) - _____

Mercer County Planning Commission - _____

Mercer Area Council of Governments - _____ & _____

Brandy Springs - _____

Motion to Approve the Appointed Representatives

Motion to Adjourn the Reorganization Meeting:

