

**2012 REORGANIZATION MEETING
January 3, 2012**

CALL TO ORDER

The meeting was called to order by temporary Chairman Dave Markel at 7:30 a.m.

Supervisors Present: Dave Markel
 Rosa Hickey
 Steve Harlacher

Staff Present: Kelly K. Kelch, Township Manager
 Kelly O. Palmer, Stenographer

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENTS

Temporary Chairman Markel requested comments from the public regarding any Agenda item or any other matter they wish to bring to the Board's attention. There were none.

NEW BUSINESS

Motion to elect Rosa Hickey as Chairman of the Board of Supervisors for the year 2012.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to elect Steve Harlacher as Vice Chairman of the Board of Supervisors for the year 2012.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED 3-0

Motion to appoint Kelly Kelch as Township Manager and Secretary for the year 2012; and Wendy Boutilier as Assistant Secretary for the year 2012.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Wendy Boutilier as Treasurer for the year 2012.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to appoint Kelly Palmer as Assistant Township Manager for the year 2012.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to recommend to the Board of Auditors that the Treasurer's bond be set at \$1,000,000 for the year 2012.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to meet on those dates and times as advertised and on such other days as the Board from time to time specifies.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to appoint Dawood Associates, Inc., as Township Engineer at a rate of \$50 per meeting with all other engineering services billed on an hourly basis as submitted by the Township which are:

	<u>01/01/12 - 12/31/12</u>
Principal	\$130.00
Project Engineer (Senior Engineer)	\$105.00
Project Manager (Staff Engineer)	\$ 90.00
PLS (Professional Land Surveyor)	\$ 90.00
Planner	\$ 90.00
Engineer's Assistant	\$ 55.00
CADD Technician	\$ 45.00
Administrative Assistant	\$ 40.00
Survey Crew Chief	\$ 65.00
Surveyor	\$ 45.00
Engineering Technician	\$ 55.00
Inspector	\$ 55.00

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to appoint Griest, Himes, Herrold, Schauman, Ferro, LLP as Township Solicitor with John Herrold as primary contact person at a rate of \$225 per meeting up to three hours and \$135 per hour over three hours; and \$145 per hour for representation, billed on a monthly basis.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Bradley Hengst as the Township Sewage Enforcement Officer and Gordon L. Brown & Associates as the alternate Township Sewage Enforcement Officer.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Griffith, Strickler, Lerman, Solymos and Calkins as Solicitor for the Zoning Hearing Board with Peter D. Solymos as primary contact person at a rate of \$115 per hour for representation.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to set the benefits for all non-uniformed employees as listed in the Non-Uniformed Personnel Policy, the Township Pay Plan and \$100 per year vision plan.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to afford all Board of Supervisor's members the benefits and privileges of full-time employees.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to set benefits for all uniformed personnel. Benefits for all Police Officers to be governed fully by the terms of the 2010-2012 Police Contract and the Police Chief's benefits to be governed by contract with the Chief.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to establish the wages for all non-uniform Township Employees in accordance with the adopted 2012 General Fund Budget.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to authorize payment of current expenditures and allow staff to pay generally accepted expenditures which become due prior to the Board's regular meeting.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to approve the following hourly rates for the use of Township equipment:

<u>Item</u>	<u>Rate</u>
Roller	\$ 30.00
Dump Truck	\$ 30.00
Skid Loader	\$ 45.00
Payloader	\$ 55.00
Leaf Loader	\$ 30.00
1-1/2 Ton Dump Truck	\$ 25.00
5 Ton Dump Truck	\$ 25.00
Backhoe	\$ 45.00
Street Sweeper	\$ 50.00
Generator/Pump/Power Saw/Compressor	\$ 20.00
Paver with Truck	\$ 50.00
Sewer TV Unit	\$ 65.00
Mini Camera	\$ 45.00
Jet Vac Flush Truck	\$ 90.00
Tractor with Mower	\$ 40.00
Electric Sewer Rodder	\$ 25.00
Labor Per Man Hour - Regular	\$ 35.85
Labor Per Man Hour - Overtime	\$ 53.73
Basketball & Volleyball Courts	\$ 7.00
Softball & Baseball Fields	\$ 7.00
Soccer Fields	\$ 7.00

Equipment Rental Fees	(Based on Cost)
Sunset Lane Park Pavilion (Weekdays)	\$ 30.00/DAY
Sunset Lane Park Pavilion (Weekends)	\$ 55.00/DAY
(w/ \$25.00 refundable)	
Dunedin Park Pavilion (Weekdays)	\$ 30.00/DAY
Dunedin Park Pavilion (Weekends)	\$ 55.00/DAY
(w/\$25.00 refundable)	
Derry Park Pavilion	\$ 20.00/DAY
Broad Street Park Pavilion	\$ 20.00/DAY
Bennett Williams Park Pavilion	\$ 20.00/DAY
Labor Per Hour for Police Services - Overtime	\$ 60.00/Hour
Parking Tickets	\$ 15.00
Criminal History Record Information	\$ 15.00
Fire Reports	\$ 15.00
Incident Reports	\$ 5.00
Reports less than 5 pages	\$ 15.00
Pages 5 – 6	\$ 5.00/page
Pages 6 to 50	\$ 2.00/page
Pages 51 and up	\$ 1.00/page
Photographs	\$ 1.00/photo
Video	\$ 10.00/video; CD's; DVD's

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to name PNC Bank as depository for all Township funds except for the West Manchester Township Sewer Revenue Fund, and funds deposited by Rosemary Smith acting as the Township Tax Collector.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to name M & T Bank as depository for the West Manchester Township Sewer Revenue Fund.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to name Metro Bank as depository for funds deposited by Rosemary Smith acting as Township Tax Collector.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to compensate Supervisors and all Township employees for the authorized use of their personal cars while on Township business at a rate equal to the IRS approved rate (55.5 cents/mile).

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to appoint Dave Nichols as Emergency Management Coordinator and Kelly Kelch as Assistant Emergency Management Coordinator for West Manchester Township.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to reappoint all current school crossing guards at a rate of \$15 per day during the year 2012 as well as any other school crossing guards appointed at other times during the year of 2012 at a rate of \$15 per day.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to authorize Markel, Harlacher, Hickey, and Kelch, or their designees, to attend the State Convention of the Pennsylvania State Association of Township Supervisors, and authorize payment of their expenses as allowed by the General Assembly.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to designate Kelly Kelch as voting delegate at the State Convention of the Pennsylvania State Association of Township Supervisors.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to table an appointment to fill a vacancy on the West Manchester Township Water Authority for a five-year term ending December 31, 2015.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to reappoint Gene Burk as a member of the West Manchester Township Zoning Hearing Board for a three-year term ending December 31, 2014.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to reappoint Clifton Laughman as an alternate member of the West Manchester Township Zoning Hearing Board for a three-year term ending December 31, 2014.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to reappoint Lee Woodmansee as a member of the West Manchester Township Planning Commission for a four-year term ending December 31, 2015.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to reappoint Don Gable to the West Manchester Township Recreation Advisory Committee, for a five-year term ending December 31, 2016.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to appoint Dave Werner to the West Manchester Township Recreation Advisory Committee, for a five-year term ending December 31, 2016.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Jan R. Dell to the Vacancy Board for the year 2012.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to appoint Monica Love as a representative and Kelly Kelch as an alternate to the Local Government Advisory Committee for the year 2012.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Wendy Boutilier as a representative and Teresa Adams as an alternate to the York County Earned Income Tax Bureau for the year 2012.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to appoint Wendy Boutilier as the voting delegate representing West Manchester Township on the York County Tax Collection committee and Kelly Kelch as an alternate for the year 2012.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to adopt Resolution 12-01 appointing Maher Duessel, Certified Public Accountants, to audit the accounts of West Manchester Township for the fiscal year ending December 31, 2011.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to adopt Resolution 12-02, setting fees, rates, and costs for West Manchester Township for 2012.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to adopt Resolution 12-03, authorizing the rate of police officer's contributions required by Act No. 600, as amended for 2012.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to adopt Resolution 12-04, authorizing the rate of non-uniformed employee contributions to the non-uniformed pension plan for 2012, as required by Act No. 205.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0

Motion to adopt Resolution 12-05, appointing Kelly K. Kelch as Chief Administrative Officer for the police pension and non-uniformed pension plans as required by Act 205.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Motion to authorize the West Manchester Township Fire Police and Fire Fighters to participate in activities per the attached letter from the Township Fire Chief for the year 2012 for the purpose of worker's compensation coverage.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED 3-0.

ADJOURNMENT

Motion to adjourn the Reorganization Meeting at 7:40 am.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED 3-0

Respectfully submitted,

Kelly K. Kelch/Secretary
Kelly O. Palmer/Stenographer

MOTION TO APPROVE: _____

SECOND: _____

DATE: _____