

**HEGINS TOWNSHIP SUPERVISORS
REORGANIZATION MEETING MINUTES
HEGINS TOWNSHIP MUNICIPAL BUILDING
JANUARY 3, 2022 at 7:00 PM**

CALL TO ORDER

Vice Chairman Bruce Klouser called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

RECOGNITION OF NEWLY ELECTED SUPERVISOR:

Jack Harner

ROLL CALL (DECLARATION OF QUORUM)

A quorum was present with only supervisor Kenneth Graham absent. Supervisors Present: Douglas Lucas, Bruce Klouser, Jackson Harner, William Wolfgang.

TEMPORARY CHAIRMAN OF THE BOARD: Bruce Klouser

CHAIRMAN OF THE BOARD:

Motion to appoint Bruce Klouser made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

VICE CHAIRMAN OF THE BOARD:

Motion to appoint Douglas Lucas made by William Wolfgang; Second by Jack Harner.
Motion unanimously approved.

SECRETARY OF THE BOARD OF SUPERVISORS:

Motion to appoint Linda Gately as Interim Secretary made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

TREASURER OF THE BOARD/OPEN RECORDS OFFICER:

Motion made to appoint Gayle Rhody made by Doug Lucas; Second by Bruce Klouser.
Motion unanimously approved.

TREASURER'S BOND LIMIT: \$750,000.00 Selective Insurance Company

Motion to approve Bond Limit made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

LEGAL COUNSEL/SOLICITOR:

Motion to appoint Donald G. Karpowich at \$115.00 per hour made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

UCC ADMINISTRATOR/CODE ENFORCEMENT OFFICER:

Motion to appoint Lehigh Engineering LLC made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

ENGINEER:

Motion to appoint Lehigh Engineering LLC made by William Wolfgang; Second by Doug Lucas.
Rates as Listed on Letter of Interest.
Motion unanimously approved.

ZONING & PERMIT OFFICER:

Motion to appoint Ed Wenger, Lehigh Engineering LLC as Zoning & Permit Officer made by Doug Lucas; Second by William Wolfgang.
Rates as Listed on Letter of Interest.
Motion unanimously approved.

CODE ENFORCEMENT OFFICER:

Motion to appoint Ed Wenger, Lehigh Engineering LLC as Code Enforcement Officer made by William Wolfgang; Second by Doug Lucas.
Rates as Listed on Letter of Interest.
Motion unanimously approved.

VACANCY BOARD CHAIRMAN:

Motion to appoint Henry Ney made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

RECREATION COMMITTEE:

Motion to appoint Linda Morgan made by Doug Lucas; Second by Jack Harner.
Motion unanimously approved.

SEWAGE ENFORCEMENT OFFICER:

William Brior, Brior Environmental Services.
Robert Fugate, Brior Environmental Services (alternate)

Motion to appoint Brior Environmental Services made by William Wolfgang; Second by Doug Lucas.
Motion unanimously approved.

ACCOUNTING AND PAYROLL: Specht & Co.

Motion to appoint Specht & Co. made by William Wolfgang; Second by Doug Lucas.
Motion unanimously approved.

EARNED INCOME TAX COLLECTOR: Berkheimer Tax Administrator

Motion to appoint Berkheimer Tax Administrator made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

TAX COLLECTOR:

Connie Reed, 3% of taxes collected, Hegins Township Tax Collector, 1165 East Main Street, Hegins, PA 17938.
Heather Bixler, Deputy Tax Collector, 452 Hill Road, Hegins, PA 17938.

TAX COLLECTOR BOND LIMIT:

\$1,943,291.00 Travelers Casualty and Surety Company of America.

TAX COLLECTION COMMITTEE REPRESENTATIVE:

Motion to appoint Connie Reed by Doug Lucas; Second by Jack Harner.
Motion unanimously approved.

TOWNSHIP MEETINGS: Meetings are held in the Hegins Township Municipal Building, 421 S. Gap Street, Valley View, PA at 7:00 PM on the first Wednesday of each month as follows: January 5, February 2, March 2, April 6, May 4, June 1, July 6, August 3, September 7, October 5, November 2, and December 7, 2022.

APPROVAL TO ATTEND ANNUAL STATE CONVENTION APRIL 24-27, 2022 FOR THE FOLLOWING SUPERVISORS: Kenneth Graham, Jack Harner, Bruce Klouser, Douglas Lucas, William Wolfgang.

Motion to approve attendance for all supervisors above at the Annual State Convention, Hershey, PA, made by Doug Lucas; Second by Jack Harner.
Motion unanimously approved.

TOWNSHIP VOTING DELEGATE ANNUAL STATE CONVENTION:

Motion to approve Kenneth Graham as the Annual State Convention Voting Delegate made by Doug Lucas; Second by Jack Harner.
Motion unanimously approved.

WEST SCHUYLKILL COG MEMBER:

Motion to appoint Kenneth Graham made by William Wolfgang; Second by Doug Lucas.
Motion unanimously approved.

WEST SCHUYLKILL COG APPEALS BOARD MEMBER:

Motion to appoint Terry Schwartz made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

DEPOSITORY OF TOWNSHIP FUNDS:

LinkBank (formerly Gratz Bank) for General Fund, and PLGIT for state liquid fuels funds. Follow up quote from Mid-Penn Bank for ARPA funds.
Motion to appoint depositories made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

DEPOSITORY OF POLICE PENSION BOARD: StanCorp Financial

Motion to appoint StanCorp Financial made by Doug Lucas; Second by Jack Harner.
Motion unanimously approved.

AUDITORS:

Reappointment of Brock Deibert elected to 2 Year Auditor position. Term ends 12/31/2023.

Motion to approve made by Doug Lucas; Second by Jack Harner.

Motion unanimously approved.

Recognition of Herb Borchert elected to 4 Year Auditor position. Term ends 12/31/2023.

Recognition of Anna Miller elected to 6 Year Auditor position. Term ends 12/3/2025.

Motion to approve Auditors Resolution No. 1 of 2022-01-03 made by Doug Lucas; Second by William Wolfgang.

Motion unanimously approved.

PLANNING COMMISSION:

Reappointment of Justin Edling. Term ends 12/31/2021. New Term would end 12/31/2024.
Motion to approve made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.
Recognition of Crystal Reilly. Term ends 12/31/2022.
Recognition of Joanne Stehr. Term ends 12/31/2022.
Recognition of Guy Julian. Term ends 12/31/2023.
Recognition of Ashley Miller Clark. Term ends 12/31/2023.

ZONING & HEARING BOARD:

Reappointment of Todd Bixler. Term ended December 31, 2021. New Term would end 12/31/2024.
Motion to approve reappointment of Todd Bixler made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.
Recognition of Larry Umholtz. Term ends 12/31/2022.
Recognition of Roger Wetzel. Term ends December 31, 2023.
Recognition of Steve Klinger (alternate). Term ends 12/31/2022.

EMERGENCY MANAGEMENT COORDINATOR:

Motion to reappoint Coordinator Ken Graham made by William Wolfgang; Second by Doug Lucas.
Motion unanimously approved.

ASSISTANT EMERGENCY MANAGEMENT COORDINATOR:

Motion to reappoint Demetrius Kasmari made by Doug Lucas; Second by William Wolfgang.
Motion unanimously approved.

HEGINS-HUBLEY WATER AUTHORITY:

Re-appointment of Kenneth Richter to a 5-yr. Board term ending December 31, 2026. HHA sent a letter recommending Richter.

Motion to reappoint Coordinator Kenneth Richter made by William Wolfgang; Second by Doug Lucas.
Motion unanimously approved.

Recognition of Clark Romberger: Term ends 12/31/22.
Recognition of Tom Miller: Term ends 12/31/23.
Recognition of Kris Wetzel: Term ends 12/31/24.
Recognition of Ken Graham: Term ends 12/31/25.

Wage Resolution 2 of 2022-01-03

Supervisors & Township Employees:

Supervisors for services provided as needed and approved by (3) three supervisors at \$12.00 per hour rate and the Secretary and Treasurer at \$15.00 per hour rate as determined by the auditors.

Full-Time Township Road Department Employees:

Roadmaster: \$100.00 per month as determined by the auditors.
Full-time Road Department Employees will receive an hourly increase to their 2022 hourly rate, as follows:
• Road Foreman Craig Coleman: \$0.35 per hour increase to the 2022 hourly rate
• Road Laborer Raymond Wert: \$0.50 per hour increase to the 2022 hourly rate
• Road Laborer Michael Rothermel: \$0.65 per hour increase to the 2022 hourly rate
Full-time Laborer-Probationary (90 Days): \$15.00/hour. Full-time Laborer after Probationary Period-\$15.30.
Part-Time Seasonal Road Crew: \$14.00/hour; Mowing-\$12.00/hour; Snow Plowing-\$15.00/hour.

Benefits and paid holidays for full-time non-uniform employees are listed in the Policy and Procedure Manual.

Police Department:

FULL-TIME POLICE: *Salary set by Collective Bargaining Agreement (Full-time police officers are not included in this Resolution).

Beau Yarmush, Chief*
Matt Dillman, Sergeant*

PART-TIME POLICE:

William Allar
Joseph Cazonie
Mark O’Hearn
Christopher Thompson
Daniel Weikel

Part-time Police Officers, \$20.00/hour.
Probationary Part-Time Police Officers-\$17.00/hour. Probation is for 120 hours.

Tri-Valley Community Pool:

Pool Concession Stand Manager/Lifeguard Manager – \$11.00/hour.
Lifeguards – \$10.00/hour.
Concession Stand Workers – \$9.00/hour.

SET MUNICIPAL OFFICE HOURS: Monday-Friday – 1:00 p.m. to 5:00 p.m.

RECOGNITION OF:

HEGINS-VALLEY FIRE RESCUE

FIRE POLICE: Under the jurisdiction of the Hegin Valley Fire Rescue

HEGINS TOWNSHIP FIRE MARSHAL: Chad Richards

ASSISTANT TO HEGINS TOWNSHIP FIRE MARSHAL: Brandon Bressler

Motion was made to approve Wage Resolution 2 of 2022-01-03 as listed below by Doug Lucas; Second by William Wolfgang.
Motion approved unanimously.

ALL MILEAGE IS PAID ACCORDING TO FEDERAL MILEAGE RATE, WHICH IS 58.5 CENTS PER MILE AS OF JANUARY 1, 2022.

PUBLIC COMMENT:

None.

ADJOURNMENT:

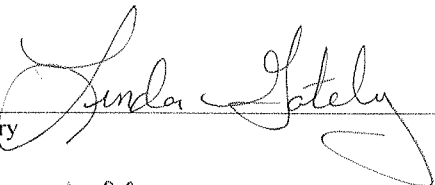
Motion to adjourn the meeting at 7:22 p.m. made by Doug Lucas; Second by Jack Harner.
Motion unanimously approved. Meeting adjourned.

Township Office Hours: By Appointment – Call 570-682-9133

Telephone: 570-682-9133; Email: heginstp@heginstp.net; Website: www.psatstp.org/schuylkill/hegins

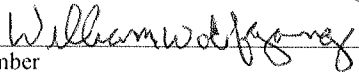


Chairman



Secretary

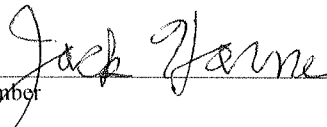
Board Member



Board Member



Board Member



Board Member