

January 3, 2023
7:00 PM

The reorganization meeting of the Monroe Township Board of Supervisors was called to order by 2022 Chairman, Mr. Kehoe.

ATTENDANCE

Phil Kehoe, Chairman	Darrell Dethlefs, Solicitor
A.W. Castle, III, Vice-Chairman	Bill Rudy, Engineer
Phil Paetzold, Supervisor	Karen Lowery, Secretary

The meeting was turned over to Mr. Dethlefs.

ELECT:

On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by majority vote of the Supervisors it was duly RESOLVED to select Phil Kehoe as Chairman of the Board of Supervisors for the year 2023.

On the motion of Mr. Castle and seconded by Mr. Kehoe, and by majority vote of the Supervisors it was duly RESOLVED to select Phil Paetzold as Vice Chairman of the Board of Supervisors for the year 2023.

APPOINTMENTS:

Secretary	Karen Lowery, with \$1.5 million bond
Treasurer	Holly Wood, with \$1.5 million bond
Road Master	Greg Hertzler
Assistant Road Master	John Stamy
Zoning Officer & Code Enforcement	Greg Rogalski of Penmoni Assoc. (fee schedule)
Building Codes Officer	Greg Rogalski of Penmoni Assoc. (fee schedule)
Engineer	Greg Rogalski of Penmoni Assoc. (fee schedule)
Solicitor	Michael Pykosh of Dethlefs-Pykosh Law (\$100/hr)
Sewage Enforcement Officer	Tim Wargo of Hoover Engineering
Alternate S.E.O.	Chris Hoover (1 st), Gary Morrow (2 nd)
Sewer Engineer	Bill Rudy of Penmoni Assoc. (fee schedule)
Zoning Hearing Board Solicitor	Philip Murren (\$90/hr)
Depository	F&M Trust

UCC Plan Review Services	Approved Code Services (fee schedule)
Sewer Grinder Pump Contractor	Jeff Wilbur (fee schedule)
Cumb. County Tax Bureau Reps	Holly Wood; Alt. Karen Lowery (1 st), Richard Beaty (2 rd), Mike Dieffenbach (3 rd)
Capital Region CoG Delegate	Phil Paetzold, Alternate: Mike Pykosh
Planning Commission	Sharon Nelson – 5-year term
Recreation Board Member	Donna Ricketts – 5-year term
Zoning Hearing Board Member	Paul Rast – 3-year term
Municipal Authority	Bill Beck – 5-year term
Dillsburg Area Authority Rep	Randy Jackson – 5-year term
Uniform Const. Code Appeals Board	David Gorski – 5-year term
Emergency Management Director	Vacant
Emergency Management Assistant	Vacant
Fire Marshal	Christopher Wilkening
Assistant Fire Marshal	Mike Mixell
Vacancy Board	Heather Dunn

On the motion of Mr. Paetzold, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to appoint the above listed appointments.

SET:

Holidays for 2023:

New Year's Day	General Election
President's Day	Veteran's Day
Good Friday	Thanksgiving
Primary Election	Day after Thanksgiving
Memorial Day	Last working day before Christmas
Independence Day	Christmas
Labor Day	Last working day before New Year's – close at noon

On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by unanimous vote of the Supervisors, it was duly RESOLVED to set the 2023 holidays as listed, except for the last working day before New Year's, which will now be closed all day.

Wages/Salaries established per the 2023 budget

Mileage reimbursement for employees (2023 State maximum is \$.655/ mile)

Health Insurance – set rate for employee co-pay (5%)

Authorize electronic bill pay (ACH) for reoccurring utilities, credit card payments and loans

On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve setting the wages/salaries, mileage reimbursement, health insurance rate, and electronic bill pay as listed.

RESOLUTIONS:

Resolution 2023-01

On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2023-01, the General Fee Schedule. There were no changes in the fees.

Resolution 2023-02

On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2023-02, the Uniform Construction Code fee schedule.

Resolution 2023-03

On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2023-03, the Sewage Enforcement fee schedule.

ADJOURN

The Reorganization meeting was adjourned at 7:08 PM.

Respectfully submitted,

Karen M. Lowery
Secretary

Billing Rates

2023 SCHEDULE OF FEES

Pennoni provides engineering consulting services to its clients in accordance with the terms and conditions of our contract. Pennoni's compensation will be based on the following schedule of fees and charges unless our contract specifies otherwise.

LABOR CATEGORY	RATES: \$/HOUR
Senior Process Professional	\$162
Township/Authority Engineer	\$154
Senior Professional.....	\$152
Project Professional	\$137
Staff Professional.....	\$120
Associate Professional.....	\$116
Graduate Professional.....	\$109
Technician III.....	\$128
Technician II.....	\$99
Technician I.....	\$90
2 Person Survey Crew	\$178
1 Person Survey Crew	\$138
Field Technician.....	\$85
Project Assistant.....	\$69
Mileage.....	Current IRS Rate

- Add 15% to above Survey Crew rates when OSHA 40-hour training required
- Technical Support/Expert Testimony Fee provided upon request

"Professional" includes all disciplines (Engineer, Landscape Architect, Surveyor, Geologist, etc.)

EXPENSES:

Pennoni does not bill for routine office management or accounting services; however, direct expense charges described below are subject to an additional administrative and handling fee as indicated:

- Project Related Travel and Living Expenses: cost
- Expanded Materials and Supplies: cost plus 10%
- Subconsultant/Subcontractor Services: cost plus 10%
- Field Equipment and Outside Reproduction: cost plus 10%
- Field Vehicles: \$100.00/day





EST. 2007

**APPROVED CODE
SERVICES**

2023 | SERVICE FEES

MONROE TWP FEE SCHEDULE

RESIDENTIAL

Residential Plan Review	\$90.00/hr
Residential Inspection	\$90.00/hr
Residential Electrical Inspection	\$90.00/hr
Residential Inspection Electrical Service cut in up to 200 Amps	\$100.00/hr
Hearings, Appeals and Township Mtgs, prep & appearance	\$100.00/hr
PA Certified Building Code Official (<i>Administrative &/or Enforcement Actions</i>)	\$120.00/hr
Clerical Services	\$60.00/hr
Mileage (<i>N/C for work in the township</i>)	IRS Rate

New Single-Family Dwelling - Plan Review	
up to 3,000 s.f.	\$300.00/ea
over 3,000 s.f.	\$450.00/ea
over 6,000 s.f. (<i>Same as Commercial</i>)	\$600.00/ea

Note: 10 required inspections and one Service Cut-in for new single-family dwellings

Multiple Duplexes & Townhouses Plan Review of similar design	\$180.00/unit
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COMMERCIAL

Commercial Plan Review	\$115.00/hr
Commercial Inspection	\$115.00/hr
Commercial Electrical Inspection	\$125.00/hr
Commercial Electrical Service cut-in Inspection	
up to 400 Amps	\$130.00/hr
up to 800 Amps	\$160.00/hr
up to 1200 Amps	\$240.00/hr
over 1200 Amps	RFQ

Expedite Plan Review Fee: RFQ

*Approved Code Services offers guaranteed expedited Plan Reviews.
Call our office for a quote on your specific expedited review needs
(Expedited Services are not available December 15th through January 5th).*

**All Inspections are allotted up to 1-hour. Inspections taking longer than 1 hour will be charged additional hours for any part thereof.*

September 13, 2021
Monroe township
1220 Boiling Springs Rd.
Mech. P.A. 17055
717-697-4613
klowery@monroetwp.net



PROPOSAL

SUPPLY AND INSTALL THE FOLLOWING:

2023 Pricing

Rates for service to Grinder pumps

Monday thru Friday 7:30 a.m.-4:00 p.m. \$115.00 per hour per man.

After hours and weekends or Holidays \$168.00 per hour per Man.

Terms: Net 30 days

Authorized Signature _____

Jeffrey A. Wilbur, President

This proposal may be withdrawn if not accepted in 30 Days. Acceptance of proposal. The above prices, specifications and conditions are satisfactory and you are hereby authorized to complete work as specified. Payment will be made as outlined.

Signature _____ *Date of Acceptance* _____

Proposal Proudly Presented By: Jeffrey A. Wilbur Plumbing & Heating, Inc
6508 Brandy Lane
Mechanicsburg, PA 17050
Phone: 717-766-5291
Fax: 717-697-5580
HIC#PA021270

RECEIVED
SEP 13 2022

BY: