

# MONROE TOWNSHIP BOARD OF SUPERVISORS

January 3, 2022

Reorganization Meeting

7:00 PM

## AGENDA

Meeting called to order by 2021 Chairman Kehoe

Select a Chairman

New Chairman presides over meeting

Select:

1. Vice-Chairman (presently Bill Castle)
2. Secretary (presently Karen Lowery)
3. Treasurer (presently Holly Wood)
4. Zoning Officer & Code Enforcement (presently Greg Rogalski of Pennoni Assoc.)
5. Building Codes Officer (presently Greg Rogalski of Pennoni Assoc.)
6. Road Master (presently Greg Hertzler)
7. Assistant Road Master (presently John Stamy)
8. Solicitor (presently Michael Pykosh of Dethlefs-Pykosh Law Group)
9. Engineer (presently Greg Rogalski of Pennoni Assoc.)
10. Sewage Enforcement Officer (presently Tim Wargo of Hoover Engineering)
11. Alternate S.E.O. (presently Chris Hoover of Hoover Eng. - 1<sup>st</sup> Alt, Gary Morrow – 2<sup>nd</sup> Alt.)
12. Sewer Engineer (presently Bill Rudy of Pennoni Assoc.)
13. Depository (presently F&M Trust)
14. Southern Sewer Maintenance (presently Jeff Wilbur)
15. Cumberland County Tax Bureau Representatives (2021 Delegate: Holly Wood; 1<sup>st</sup> Alt. Karen Lowery, 2<sup>nd</sup> Alt. Richard Beaty and 3<sup>rd</sup> Alt. Mike Dieffenbach)
16. Capital Region Council of Governments – (2021 Delegate: Carl Kuhl and Alternate: Mike Pykosh)

Set:

1. Secretary (2021 - Karen - \$24.28/hr)
2. Treasurer (2021 - Holly - \$23.00/hr)
3. Road Master (2021 – Greg - \$28.12/hr)
4. Assistant Road Master (2021 - John - \$27.18/hr)
5. Laborer, operator, truck driver (2021 - Lee - \$24.32/hr)
6. Laborer, operator, truck driver (2021 - Damon- \$24.32/hr)
7. Laborer, operator, truck driver (2021 – Wade - \$20.00/hr) (Still in probation period)
8. Part Time Office Clerk (2021 – Kimberly - \$14.00/hr) (Still in probation period)
9. Zoning Hearing Board Attorney (2021 - \$90.00/hr)
10. Zoning Hearing Board Members (2021 - \$28.50/hearing)
11. Solicitor yearly Retainer (2021 - \$100.00 per hour)
12. Engineer (2021 – Township/Authority Engineer hourly - \$139.50; Senior Process Professional - \$149.50; Senior Professional - \$137.00; Project Professional - \$124.25; Staff Professional - \$108.50; Associate Professional - \$105.00; Graduate Professional - \$98.50; Technician I - \$81.00; Technician II - \$89.50; Technician III - \$98.50; Field Technician - \$77.25; 1 Person Robotic Survey Crew - \$156.50; Project Assistant - \$62.25; Mileage \$.56/mile)
13. Zoning Officer & Codes Enforcement (2021 – Zoning & Code Enforcement Monthly Retainer - \$3,100.00; Mileage - \$.56/mile)
14. UCC Plan Review and Inspection Services (2021 - Approved Code Services, as approved by Fee Schedule Provided)
15. Southern Sewer Maintenance (2021 – Inspection - \$216.00; Clean Wet Well Baskets every 2 weeks - \$397.00; Service Grinder Systems - \$92.00/hr per man; Sewer Grinder Systems after hours, weekends or holidays - \$138.00/hr per man)
16. Mileage reimbursement for employees (2021-\$.56/mile) (2022 State maximum is \$.58.5/mile)
17. Holidays – 2021 were as follows:

|                 |                  |
|-----------------|------------------|
| 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 Years – close at noon |

18. Renew Treasurer's Bond and Secretary's Bond – 1.5 mill coverage each w/ Selective Insurance (\$2,000 total)

19. Health Insurance – set rate for employee co-pay (2021 – 5%)

20. Authorize electronic bill pay (ach) for reoccurring utilities, credit card payments and loans

Select:

1. Emergency Management Director (2021 - Justin Eberly)
2. Emergency Management Assistant (2021 - Vacant)
3. Planning Commission (2021 – Sheldon Brymesser – 5-year term)
4. Recreation Board Member (2021 – Eric Long – 5-year term)
5. Zoning Hearing Board Member (2021 – Rich Moore – 3-year term)
6. Municipal Authority (2021 – Jeff Clay – 5-year term)
7. Fire Marshal (2021 – Jeremy Zeigler)
8. Assistant Fire Marshal (2021 – Mike Mixell)
9. Uniform Construction Code Appeals Board (2021 – Doug Stouffer – 5-year term)
10. Vacancy Board (2021 – Heather Dunn)
11. Zoning Hearing Board Alternate (2021 – Cass Gibson – 3-year term)

Review:

1. Fee Schedule (general, recreation) (Resolution 2022-01)
2. Uniform Construction Code Fee Schedule (Resolution 2022-02)
3. Sewage Enforcement Fee Schedule (Resolution 2022-03)