

# DELAWARE TOWNSHIP SUPERVISORS

## MINUTES

January 4, 2021

The organizational/regular meeting of the Delaware Township Supervisors was called to order by Chairman Gary E. Truckenmiller at 6:03 P.M. Others present were David R. Smith, Lance K. Gresh, Secretary/Treasurer Mark L. Burrows, and Solicitor P. Lin Davis.

Gary E. Truckenmiller appointed himself as temporary Chairman and Mark L. Burrows as temporary Secretary. All offices were vacated.

A motion by David R. Smith, seconded by Lance K. Gresh and passed to nominate and elect Gary E. Truckenmiller as Chairman.

A motion by Lance K. Gresh, seconded by David R. Smith and passed to appoint Mark L. Burrows as Secretary/Treasurer; Secretary Planning Commission; Secretary Zoning Hearing Board; Administrator Land Development; Subdivision Ordinance; and Equipment Operator.

The meeting was turned over to newly elected Chairman Gary E. Truckenmiller.

A motion by David R. Smith, seconded by Gary E. Truckenmiller and passed to nominate and elect Lance K. Gresh as Vice-Chairman.

A motion by Lance K. Gresh, seconded by Gary E. Truckenmiller and passed that with a unanimous vote all appointed positions can be filled with one motion.

A motion by Gary E. Truckenmiller, seconded by Lance K. Gresh and passed to appoint the following officials:

- |           |                                   |           |   |
|-----------|-----------------------------------|-----------|---|
| <b>1.</b> | A. Zoning Officer                 |           | <b>Mark L. Burrows</b>                    |
|           | B. Assistant Zoning Officer       |           | <b>Douglas F. Ertel</b>                   |
| <b>2.</b> | A. Property Maintenance           |           | <b>Mark L. Burrows</b>                    |
|           | B. Property Maintenance Assistant |           | <b>Douglas F. Ertel</b>                   |
| <b>3.</b> | A. Sewage Officer                 | Primary   | <b>James A. Sanders</b>                   |
|           | B. Sewage Officer                 | Secondary | <b>Michelle Vayda</b><br><b>Ken Young</b> |

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|--|---|
| <p><b>4.</b></p> <p>A. Solicitor</p> <p>B. Attorney in conflict of interest</p> <p>C. Planning Commission Solicitor</p> <p>D. Zoning Hearing Board Solicitor</p> | <p><b>Preston L. Davis</b></p> <p><b>Robert E. Benion</b></p> <p><b>Robert E. Benion</b></p> <p><b>J. Michael Wiley (Alternate)</b></p> |
| <p><b>5.</b></p> <p>A. Depository</p> <p>B. Depository</p>   | <p><b>First National Bank</b></p> <p><b>Muncy Bank &amp; Trust</b></p>  |
| <p><b>6.</b></p> <p>Planning Commission 5-year term</p> <p><b>A. Kristen Moyer</b></p> <p><b>B. J. Scott Wolford (Alternate)</b></p>                             |   |
| <p><b>7.</b></p> <p>Zoning Hearing Board 3-year term</p> <p>A. 1<sup>st</sup> Alternate 1-year term</p>  | <p><b>Bonnie Smith</b></p> <p><b>Scott Pawling</b></p>  |
| <p><b>8.</b></p> <p>Vacancy Board Chairman 1-year</p>  | <p><b>George Pick</b></p>   |
| <p><b>9.</b></p> <p>Full-time Road Employees</p> <p><b>A. Kenneth Miller</b></p>   |   |
| <p><b>10.</b></p> <p>Substitute Recording Secretary Planning Commission – <b>Kristen Moyer</b></p>   |   |

A motion by Lance K. Gresh, seconded by David R. Smith and passed to hire R. K. Webster as the Delaware Township Engineer and HRG, Inc. as the alternate.

A motion by Lance K. Gresh, seconded by David R. Smith and passed to approve the December 7, 2020 minutes as written.

A motion by David R. Smith, seconded by Lance K. Gresh and passed to accept the treasurer's report as presented.

A motion by David R. Smith, seconded by Lance K. Gresh and passed the benefits for full-time employees as follows:

1. 10 vacation days/5 days may be carried over year to year
2. 2 vacation days/ 5 years of service, maximum of 10
3. 10 sick days/40 days may be carried over year to year
4. 4 personal days
5. 2 days bereavement for immediate family
6. 9 holidays
7. Pension Plan at 13% of yearly compensation
8. Insurance/Medical Insurance
9. Health/Accident/Life Insurance
10. Jury Duty pay with 15-day cap

A motion by Lance K. Gresh, seconded by David R. Smith and passed to set the wages for the Secretary/Treasurer and Full-Time employees at \$23.10 per hour.

A motion by Lance K. Gresh, seconded by David R. Smith and passed to set the part-time wage at \$15.50 per hour.

A motion by David R. Smith, seconded by Lance K. Gresh and passed to set the part-time wage of Douglas Ertel, Jon McCormick, and J. Scott Wolford at \$23.10 per hour and holiday pay if working during the pay period of a holiday.

A motion by Lance K. Gresh, seconded by David R. Smith and passed to hire Gary E. Truckenmiller as a part-time employee.

A motion by Gary E. Truckenmiller, seconded by Lance K. Gresh to set the compensation package for William M. Michael, Sr. at \$50 per meeting of the NCTCC, \$50 per monthly meeting of MRSA, and no compensation for being on the WRAFD board.

A motion by David R. Smith, seconded by Gary E. Truckenmiller and passed to join PSATS; Northumberland County Association; PSATS Drug/Alcohol program; L3P; and Central PA Chamber of Commerce.

A motion by David R. Smith, seconded by Lance K. Gresh and passed to purchase the Township News for elected and appointed officials.

A motion by Lance K. Gresh, seconded by Gary E. Truckenmiller and passed to delegate the Supervisors and Secretary to the State Convention.

A motion by Lance K. Gresh, seconded by David R. Smith and passed to reimburse \$0.50 per mile for use of personal vehicle.

A motion by Lance K. Gresh, seconded by David R. Smith and passed to advertise meetings for the first Monday of each month at 6:30 P.M. except for July 6<sup>th</sup> and September 7<sup>th</sup>, (Tuesday), at the Delaware Township building.

A motion by Gary E. Truckenmiller, seconded by Lance K. Gresh and passed that in an emergency with the agreement of two Supervisors, purchase or repairs of equipment and supplies may be made up to \$21,300, but over \$11,500 must consult all three Supervisors.

A motion by Gary E. Truckenmiller, seconded by Lance K. Gresh and passed to hire David R. Smith as an equipment operator.

A motion by Gary E. Truckenmiller, seconded by David R. Smith and passed to hire Lance K. Gresh as an equipment operator.

A motion by Gary E. Truckenmiller, seconded by David R. Smith and passed to hire David R. Smith and Lance K. Gresh as Co-Roadmasters.

A motion by David R. Smith, seconded by Gary E. Truckenmiller and passed to increase the hourly wage of Lance K. Gresh \$0.50 per hour.

A motion by Lance K. Gresh, seconded by Gary E. Truckenmiller and passed to release the final financial security of JDM Land Development in the amount of \$109,817.47

A motion by Lance K. Gresh, seconded by Gary E. Truckenmiller and passed to approve the subrecipient agreement with Northumberland County for 2019 CDBG funds.

A motion by Lance K. Gresh, seconded by David R. Smith and passed to pay the bills as presented.

Chairman Gary E. Truckenmiller adjourned the meeting at 7:02 P.M.

Respectfully submitted,

Mark L. Burrows  
Secretary/Treasurer