

**HAINES TOWNSHIP  
BOARD OF SUPERVISORS  
JANUARY 3, 2023**

**APPOINTMENT OF TEMPORARY CHAIR. & SECY.**

Delmer Homan moved to appoint Daryl Schafer as temporary Chairman and Kimberly Claar as temporary Secretary. Randy Ream seconded the motion and the motion was carried.

Vote: D. Homan – Yes R. Ream – Yes D. Schafer – Yes

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

Temporary Chairman, Daryl Schafer called the January 3, 2023 organization/business meeting to order at approximately 5:05 P.M. The meeting was held in Township municipal building located at 153 S. Rachel's Way in Aaronsburg, PA 16820. In attendance were: Daryl Schafer, Delmer Homan, Randy Ream, Kimberly Claar, Mark Hosterman, Andrea Vonada, and Patricia Valentine.

**NOMINATE & ELECT BOARD OFFICERS**

Delmer Homan nominated Daryl Schafer for Chairman of the Board of Supervisors. Randy Ream seconded the nomination and Daryl Schafer accepted the nomination.

Vote to elect nominee: D. Homan – Yes R. Ream – Yes D. Schafer – Yes

Daryl Schafer nominated Delmer Homan for Vice-Chairman of the Board of Supervisors. Randy Ream seconded the nomination and Delmer Homan accepted the nomination.

Vote to elect nominee: D. Schafer – Yes R. Ream – Yes D. Homan – Yes

Daryl Schafer nominated Kimberly Claar for Secretary-Treasurer. Delmer Homan seconded the nomination and Kimberly Claar accepted the nomination.

Vote to elect nominee: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

**PUBLIC COMMENTS**

None given.

**SET COMPENSATION RATES**

The Board acknowledged the rates of compensation as set in the 2023 budget for full-time and part-time employees. The Chairman moved to set the rates according to the approved 2023 budget. Randy Ream seconded the motion and the motion was carried.

Vote: R. Ream – Yes D. Homan – Yes D. Schafer – Yes

2023 Rates: Secretary-Treasurer – Full-time salaried, \$44,625 w/benefits.

Roadmaster – Full-time hourly, \$22.62/hr. w/benefits. OT \$33.93

Laborer & Equipment Operator – Part-time hourly w/limited benefits wage rate \$16.22 - \$17.10/hr.

Seasonal/As Needed Employees – Hourly \$15.60, no additional benefits.

**SET MILEAGE REIMBURSEMENT RATE**

Daryl Schafer moved to set the 2023 mileage reimbursement rate to reflect the 2023 IRS Standard Rate which is .655 cents per mile. Randy Ream seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – Yes R. Ream – Yes

**AFFIRM WORKING SUPERVISORS**

Delmer Homan moved to affirm that Supervisors would work only on an "as needed" basis and recommended a working Supervisor pay scale of \$15.60 per hour with no benefits. (The hourly rate would be the same for non-CDL and CDL licensed Supervisors.) Daryl Schafer seconded the motion and the motion was carried.

Vote: D. Schafer – Yes R. Ream – Yes D. Homan – Yes

**ESTABLISH BOND**

Daryl Schafer moved to establish the current Treasurer’s Bond at \$1,250,000 with Selective Insurance Company of America. Randy Ream seconded the motion and the motion was carried.

Vote: D. Schafer – Yes R. Ream – Yes D. Homan – Yes

**BOARD APPOINTMENTS**

Daryl Schafer moved to appoint Donn Fetterolf as the Vacancy Board Chairman. Delmer Homan seconded the motion and the motion was carried. Vote: D. Homan – Yes D. Schafer - Yes R. Ream – Yes

Daryl Schafer moved to re-appoint Austin Lewis to a four-year term on the Planning Commission. Randy Ream seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

There is one vacancy remaining on the Planning Commission.

Daryl Schafer moved to appoint Kody Orndorf to a five-year term on the Haines-Aaronsburg Municipal Authority. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

Daryl Schafer moved to appoint Ian Smith to a two-year term on the Haines-Aaronsburg Municipal Authority. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

Daryl Schafer moved to re-appoint Jeremy Witmer to a five-year term on the Haines-Woodward Municipal Authority. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

There is one vacancy remaining on the Haines-Woodward Municipal Authority.

Delmer Homan moved to appoint Daryl Schafer as the Township’s representative to the Penns Valley Regional Planning Commission. Randy Ream seconded the motion and the motion was carried.

Vote: D. Homan – Yes F. Lingle - Yes D. Schafer – Yes

Delmer Homan moved to appoint Daryl Schafer as the elected official representing Haines Township on the joint Fire Tax Committee. Randy Ream seconded the motion and the motion was carried.

Vote: D. Homan – Yes R. Ream – Yes D. Schafer – Yes

Daryl Schafer moved to appoint Bureau Veritas as the Building Code Official as of 3/1/2023. Randy Ream seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

The position of Township Engineer will be filled as needed.

Daryl Schafer moved to confirm the existing appointments as listed on the agenda. Randy Ream seconded the motion and the motion was carried. Vote: D. Schafer – Yes R. Ream – Yes D. Homan – Yes

Existing Appointments as listed: Timothy A. Schoonover - Solicitor, Bari Deaven – PVEMS Representative, Rodney Neitz – BCO w/CKCOG (ends 2/28/2023), Centre Tax Agency -Twp. EIT Collector, Delmer Homan - Local Emergency Management Coordinator, Daryl Schafer CCTCC Voting Rep. & Delmer Homan Voting Alternate, Carrie Rishel- Deputy Tax Collector as per appointment by Twp. Tax Collector, PA Pension Planners- Third Party Plan Administrator for pension plan and Comprehensive Financial Group- Investment Advisory Services.

**APPROVE**

Randy Ream moved to approve Resolution No. 01-2023, a resolution naming the depositories of choice (FNB & MBTC) for all Township funds. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Homan – Yes R. Ream – Yes D. Schafer – Yes

Daryl Schafer moved to approve Resolution No. 02-2023, a resolution appointing the Sewage Enforcement Officer (Laron Horner) and the Alternate SEO (Justin Dashem) and adopting their 2023 fee schedule. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

Daryl Schafer moved to approve Resolution No. 03-2023, a resolution appointing the Zoning Officer (Chris Dobson) and adopting her 2023 fee schedule. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

Daryl Schafer moved to adopt Resolution No. 04-2023, a resolution re-appointing Karen Fultz to a three-year term to the Zoning Hearing Board. Randy Ream seconded the motion and the motion was carried.

Vote: D. Homan – Yes R. Ream – Yes D. Schafer – Yes

**CERTIFY**

Delmer Homan moved to appoint Daryl Schafer as the voting delegate to the 2023 annual PSATS conference. Randy Ream seconded the motion and the motion was carried.

Vote: D. Homan – Yes R. Ream – Yes D. Schafer – Yes

**Portion of meeting devoted to regular business:**

**PUBLIC COMMENTS**

Andrea Vonada – Haines Township Real Estate Tax Collector requested that membership dues be paid by the Township. Ms. Vonada also asked the Board Members if they would approve her becoming the Deputy Tax Collector for Penn Township.

\* The Board unanimously approved both requests.

**REQUEST TO ADDRESS THE BOARD**

NONE.

**MINUTES APPROVAL**

Daryl Schafer moved to approve the meeting minutes from 12/15/22 and 12/22/22 as presented. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

**TREASURER’S REPORT**

Daryl Schafer moved to approve the Treasurer’s Report dated 12/31/22 as presented and file for audit. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes R. Ream – Yes

Copies of the 2022 year-end balance sheets for all funds were made available to the Board and the public.

The 2022 Actual Use Report for the State Fund and the Financial Conditions Report (DCED) for the year 2022 will be presented at the February 2023 meeting for approval.

Daryl Schafer moved to approve the Treasurer’s request to release 2022 budgeted contributions to PVEMS in the amount of \$15,806.00. Randy Ream seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – Yes R. Ream – Yes

**ROADMASTER**

Mark Hosterman reported that College Twp. is selling one of their dump trucks. Mr. Hosterman gave details on the truck and mentioned that College Twp. will have two additional trucks for sale at the end of 2023. The Board decided to pass on this truck and look into the additional trucks for sale at the end of 2023.

Mr. Hosterman also reported that the road crew did some tree cleanup after the storm.

**PERMITS**

For December there were (3) zoning permits processed and (0) CKCOG permits.

**HTPC**

No report.

**PVRPC**

No report.

**HAMA**

Mrs. Valentine reported that at their December meeting the rates were amended and are now \$40.00/month and \$10.00 per thousand gallons. This will start with the March 2023 billing cycle. HAMA awarded the most current project to Sippel Development Company. HAMA was awarded a 1.2 million dollar loan and a request was made for the Township to guarantee the loan. HAMA also recognized the resignation of Jesse Grove.

**HWMA**

No report. Secretary Claar mentioned HWMA information was added to the Township website.

**PVEMS**

No report.

**CORRESPONDENCE**

None.

**OLD BUSINESS**

Resident Complaint – On October 26th one light in the Dollar General parking lot was lowered but not both of the lights. On October 27<sup>th</sup> the Township Board Chairman followed up with the contractor explaining that the lighting issue was not resolved as only one light was repositioned. In early December Secretary Claar spoke to the contractor’s administrative assistant letting her know still no action had been taken to correct the lighting situation that was reported in late October. As of this meeting, Dollar General has changed hands and the Township Supervisors are looking into who is responsible for correcting the ongoing lighting issues.

Volunteer Firefighter Tax Credit – Discussion took place on all options to offer this credit. Secretary Claar was instructed to look at the 2<sup>nd</sup> Class Township Code to determine if monies from the Fire Tax can be used to give qualified Volunteer Firefighters a pre-determined amount yearly instead of a credit on Real Estate Taxes or Earned Income Taxes.

**NEW BUSINESS**

None.

**ADJOURNMENT**

Randy Ream motioned to adjourn the 01/03/23 organization/business meeting of the Haines Township Board of Supervisors at approximately 6:45 P.M. Daryl Schafer seconded the motion and the motion was carried.

Vote: R. Ream – Yes D. Schafer – Yes D. Homan – Yes