

**HAINES TOWNSHIP
BOARD OF SUPERVISORS
JANUARY 2, 2024**

APPOINTMENT OF TEMPORARY CHAIR. & SECY.

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

Vote: D. Homan – Yes D. Schafer – Yes

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Temporary Chairman, Daryl Schafer called the January 2, 2024 organization/business meeting to order at approximately 5:05 P.M. The meeting was held in the township municipal building located at 153 S. Rachel’s Way in Aaronsburg, PA 16820. In attendance were: Daryl Schafer, Delmer Homan, Kimberly Claar, Mark Hosterman, Andrea Vonada, Julie Shaffer and Patricia Valentine.

NOMINATE & ELECT BOARD OFFICERS

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

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

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

Vote to elect nominee: D. Schafer – 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

PUBLIC COMMENTS

None given.

SET COMPENSATION RATES

The Board acknowledged the compensation rates as set in the 2024 budget for full-time and part-time employees. The Chairman moved to set the rates according to the approved 2023 budget. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – Yes

2024 Rates: Secretary-Treasurer – Full-time salaried, \$46,410 w/benefits.

Roadmaster – Full-time hourly, \$23.52/hr. w/benefits. OT \$35.28

Laborer & Equipment Operator – Full-time hourly w/benefits wage rate \$17.00/hr, OT \$25.50

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

SET MILEAGE REIMBURSEMENT RATE

Daryl Schafer moved to set the 2024 mileage reimbursement rate to reflect the 2024 IRS Standard Rate which is .67 cents per mile. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – 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 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. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – 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

Daryl Schafer moved to appoint Patricia Valentine to a two-year term as a Township Auditor. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – Yes

Daryl Schafer moved to appoint James Baughman to a four-year term on the Planning Commission. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes

There is one vacancy remaining on the Planning Commission.

Daryl Schafer moved to appoint Tina Lamey 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

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

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

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

Vote: D. Homan – Yes D. Schafer – Yes

Daryl Schafer moved to appoint Rob Woodring as Township Co-Representative for PVEMS. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – Yes

The position of Township Engineer will be filled as needed.

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

Existing Appointments as listed: Timothy A. Schoonover - Solicitor, Bari Deaven – PVEMS Representative, Bureau Veritas- Building Code, 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

Daryl Schafer moved to approve Resolution No. 01-2024, 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 D. Schafer – Yes

Daryl Schafer moved to approve Resolution No. 02-2024, a resolution appointing the Sewage Enforcement Officer (Laron Horner) and the Alternate SEO (Justin Dashem) and adopting their 2024 fee schedule. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes

Daryl Schafer moved to approve Resolution No. 03-2024, a resolution appointing the Zoning Officer (Chris Dobson) and adopting her 2024 fee schedule. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes

CERTIFY

Delmer Homan moved to appoint Daryl Schafer as the voting delegate to the 2024 annual PSATS conference. Daryl Schafer seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – Yes

Portion of meeting devoted to regular business:

PUBLIC COMMENTS - None

MINUTES APPROVAL

Delmer Homan moved to approve the meeting minutes from 12/21/23 as presented. Daryl Schafer seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes

TREASURER'S REPORT

Daryl Schafer moved to approve the Treasurer's Report dated 12/31/23 as presented and file for audit. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes

Copies of the 2023 year-end balance sheets for all funds were made available to the Board and the public.

The 2023 Actual Use Report for the State Fund and the Financial Conditions Report (DCED) for the year 2023 will be presented at the February 2024 meeting for approval.

Daryl Schafer moved to approve the Treasurer's request to renew the General Fund CD at FNB for 6 months at a rate of 5.35%. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Homan – Yes D. Schafer – Yes

ROADMASTER

Mark Hosterman reported that we received a half skid of Cold Patch from Penn Township at their cost. The road crew has been cleaning out culverts. Mr. Hosterman requested a release of funds for various tools. Delmer Homan moved to approve the request for funds of no more than \$1,000.00 for various tools. Daryl Schafer seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes

HTPC

No report.

PVRPC

No report.

HAMA

No Report.

HWMA

No report.

PVEMS

No report.

CORRESPONDENCE

None.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Daryl Schafer moved to adjourn the 01/02/24 organization/business meeting of the Haines Township Board of Supervisors at approximately 5:56 P.M. Delmer Homan seconded the motion and the motion was carried.

Vote: D. Schafer – Yes D. Homan – Yes