

THE ORGANIZATION MEETING MINUTES OF  
THE TOWNSHIP OF SOUTHAMPTON BOARD OF SUPERVISORS  
HELD IN THE SOUTHAMPTON TOWNSHIP MUNICIPAL BUILDING

8:00 A.M.

JANUARY 4, 2016

**MEMBERS PRESENT**

Mr. Paul E. Witter  
Mr. Greg Richardson  
Mr. Samuel F. Cressler

**OTHERS PRESENT**

Mr. Patrick Redding – Township Solicitor  
Mrs. Maria Misner - Recording Secretary

Chairman Witter called the meeting to order at 4:00 p.m.

Chairman Witter called for a motion for Chairman of the Board of Supervisors

MOTION: Supervisor Cressler moved that Chairman Witter be reappointed as Chairman for the year 2016. Supervisor Richardson seconded the motion. Supervisor Cressler and Supervisor Richardson voted to support the motion. Chairman Witter abstained from voting. The motion carried.

Chairman Witter was declared Chairman of the Board of Supervisors for the Year 2016, and conducted the meeting for the remainder of the morning.

MOTION: Chairman Witter moved that Supervisor Richardson be appointed as Vice-Chairman of the Board of Supervisors for the year 2016. Supervisor Cressler seconded the motion. Chairman Witter and Supervisor Cressler voted to support the motion. Supervisor Richardson abstained from voting. The motion carried.

MOTION: Chairman Witter moved that Supervisor Cressler be appointed as Secretary/Treasurer of the Township for the year 2016. Supervisor Richardson seconded the motion. Supervisor Witter and Supervisor Richardson supported the motion. Supervisor Cressler abstained from voting. The motion carried.

MOTION: Supervisor Witter moved that Supervisor Cressler be appointed as the Open Records Officer for 2016. Supervisor Richardson seconded the motion. The motion carried.

MOTION: Supervisor Cressler moved to approve Orrstown Bank, F&M, PLIGT, Mass Mutual, Adams County, National, Genworth and Wells Fargo as depositories for the year 2016. Chairman Witter seconded the motion, which passed unanimously.

- MOTION: Chairman Witter moved that Redding Law Firm (Patrick and Carol Redding) be retained as solicitors for the Township in the year 2016. Supervisor Cressler seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved that Martin & Martin, Inc. be retained as Township Engineer for the year 2016. Chairman Witter seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved that Grove Miller be appointed as Southampton Township Traffic Engineer for the year 2016. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Witter moved that Mr. Doug Shields be appointed as Code/Zoning/Permit Officer for the year 2016. Supervisor Cressler seconded the motion, which passed unanimously.
- MOTION: Chairman Witter moved that Mr. Doug Shields be reappointed as Emergency Management Coordinator and Township Fire Marshall for the year 2016. Supervisor Cressler seconded the motion which passed unanimously.
- MOTION: Supervisor Witter moved that Ms. Maria Misner be appointed as Planning and GIS Mapping Coordinator for the year 2016. Supervisor Cressler seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved that Ms. Maria Misner be appointed as Recording Secretary for the year 2016. Supervisor Witter seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved that Mr. Jamie White, West End Fire and Rescue Company Fire Chief, be appointed as Township Fire Chief for the year 2016. Chairman Witter seconded the motion, which passed unanimously.
- MOTION: Chairman Witter moved to appoint Doug Shields to the Southampton Township, Franklin County Emergency Services Advisory Board for the year 2016. Supervisor Cressler seconded the motion which passed unanimously.
- MOTION: Chairman Witter moved that Mr. Vincent Elbel be named the Township Sewage Enforcement Officer and Mr. Jim Maun as the township alternate Sewage Enforcement Officer for the year 2016. Supervisor Cressler seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved to appoint Mrs. Patty Goyt as Township Auditor for a two-year term. Supervisor Witter seconded the motion which passed unanimously.

MOTION: Supervisor Richardson moved to appoint Mr. Glenn Pugh and Mr. David Rohr to 3-year terms on the Planning Commission. Supervisor Witter seconded the motion which passed unanimously.

MOTION: Supervisor Witter moved to appoint Marlin Johnson to a three year term on the Zoning Hearing Board. Supervisor Richardson seconded the motion which passed unanimously.

MOTION: Supervisor Witter moved that Mr. Jay Grove be appointed to the Vacancy Board for the year 2016. Supervisor Cressler seconded the motion, which passed unanimously.

MOTION: Chairman Cressler made a motion to appoint Mr. Steve Oldt as the Cumberland County Tax Collection Representative for 2016. Supervisor Witter seconded the motion which passed unanimously.

MOTION: Supervisor Witter made a motion to appoint Supervisor Cressler as the Council of Government (COG) representative for 2016. Supervisor Cressler seconded the motion which passed unanimously.

MOTION: Supervisor Witter moved that Mr. Alvin Elliott be reappointed as citizen representative on the Emergency Service Advisory Board for 2016. Supervisor Cressler seconded the motion, which passed unanimously.

MOTION: Supervisor Cressler moved that Ms. Karen Strine be reappointed Township Representative to attend meetings of the Shippensburg Public Library Board for the year 2016. Chairman Witter seconded the motion, which passed unanimously.

MOTION: Supervisor Witter moved to appoint Supervisor Cressler as the Voting Representative at the annual PSATS conference in 2016. Supervisor Cressler seconded the motion which passed unanimously.

MOTION: Chairman Witter moved that all three Supervisors be appointed as Roadmasters for the year 2016. Supervisor Cressler seconded the motion, which passed unanimously.

MOTION: Supervisor Witter moved to appoint Mrs. Kathy Durf as full-time employee. Supervisor Cressler seconded the motion. The motion passed. Supervisor Richardson opposed.

MOTION: Chairman Witter moved that the Supervisors be authorized to furlough laborers at their discretion. Supervisor Cressler seconded the motion, which passed unanimously.

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MOTION: Supervisor Witter moved that beginning in February of 2016, the Regular meeting of the Board of Supervisors meet on the second Tuesday of each month at 6:30 a.m. and the fourth Tuesday of each month at 6:00 p.m.

With the exception of April 26<sup>th</sup> which will be held on April 27<sup>th</sup>, and November 8<sup>th</sup> will be held on November 9<sup>th</sup> due to elections. Chairman Cressler seconded the motion which passed unanimously.

MOTION: Chairman Witter moved that a recommendation be made to the Board of Auditors that vacation and sick leave policy and unused sick leave policy set by the Auditors for the Supervisors remain the same as set in 1996; that the percentage of payroll for pension remain the same as set in 1999 at 10% for the supervisors be approved, that the full-time supervisors receive Bereavement Leave as set for the employees, that supervisors receive a base wage increase of 3%, and that all Supervisors receive the same base wage while working for the township. Supervisor Cressler seconded the motion which passed unanimously.

MOTION: Chairman Witter moved to authorize payment of invoices with due dates prior to a meeting to avoid paying interest be approved. Supervisor Cressler seconded the motion, which passed unanimously.

MOTION: Supervisor Witter moved that the Supervisors be authorized to attend the Annual State Convention in Hershey at regular pay plus expenses during the 2016 year. Supervisor Cressler seconded the motion which passed unanimously.

Chairman Witter declared the meeting adjourned at 4:20p.m.

Respectfully Submitted,

Maria Misner  
Recording Secretary

\*\*\*Please note that portions of the Organizational Meeting Minutes have been redacted or deleted to protect the privacy rights of individuals/employees of Southampton Township. If additional information is required, a Right To Know Request form may be submitted to the Township and it will be responded to as appropriate. Southampton Township, Franklin County appreciates your cooperation in protecting the privacy rights of its employees.