

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

8:00 a.m.

JANUARY 7, 2019

MEMBERS PRESENT

Mr. Paul E. Witter

Mr. Greg M. Richardson

Mr. Samuel F. Cressler

OTHERS PRESENT

Mrs. Maria Misner - Recording Secretary

Supervisor Witter called the meeting to order at 8:00am.

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

MOTION: Supervisor Richardson moved that Supervisor Witter be reappointed as Chairman for the year 2019. Supervisor Cressler seconded the motion. Supervisor Cressler and Supervisor Richardson voted to support the motion. Supervisor Witter abstained from voting. The motion carried.

Supervisor Witter was declared Chairman of the Board of Supervisors for the Year 2019, and conducted the meeting for the remainder of the morning.

MOTION: Supervisor Witter moved that Supervisor Richardson be appointed as Vice-Chairman of the Board of Supervisors for the year 2019. Supervisor Cressler seconded the motion. Supervisor Witter and Supervisor Cressler voted to support the motion. Supervisor Richardson abstained from voting. The motion carried.

MOTION: Supervisor Richardson moved that Supervisor Cressler be appointed as Secretary/Treasurer of the Township for the year 2019. Supervisor Witter 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 2019. Supervisor Richardson seconded the motion which passed unanimously.

MOTION: Supervisor Cressler moved to approve Orrstown Bank, F&M, PLIGT, American Funds, Mass Mutual, ACNB, Jackson National, and Genworth as depositories for the year 2019. Supervisor Witter seconded the motion, which passed unanimously.

MOTION: Supervisor Richardson moved to appoint Sean Shultz, Esq. of Saidis, Shultz & Fisher, as solicitor for the Township in the year 2019. Supervisor Witter seconded the motion, which passed unanimously.

MOTION: Supervisor Witter moved that Martin & Martin, Inc. be retained as Township Engineer for the year 2019. Supervisor Richardson seconded the motion, which passed unanimously.

MOTION: Supervisor Cressler moved that Grove Miller be appointed as Southampton Township Traffic Engineer for the year 2019. Supervisor Witter seconded the motion which passed unanimously.

MOTION: Supervisor Cressler moved that Mr. Doug Shields be appointed as Code/Zoning/Permit Officer for the year 2019. Supervisor Richardson seconded the motion, which passed unanimously.

MOTION: Supervisor Richardson moved that Mr. Doug Shields be reappointed as Emergency Management Coordinator and Township Fire Marshall for the year 2019. Supervisor Witter seconded the motion which passed unanimously.

MOTION: Supervisor Witter moved to appoint Mr. Jerry Swope as the Assistant Emergency Management Coordinator for the year 2019. Supervisor Richardson seconded the motion which passed unanimously.

MOTION: Supervisor Cressler moved that Mrs. Maria Misner be appointed as Planning and GIS Mapping Coordinator for the year 2019. Supervisor Witter seconded the motion which passed unanimously.

MOTION: Supervisor Richardson moved that Mrs. Maria Misner be appointed as Recording Secretary for the year 2019. Supervisor Witter seconded the motion, which passed unanimously.

MOTION: Supervisor Witter moved that Mr. Jamie White, West End Fire and Rescue Company Fire Chief, be appointed as Township Fire Chief for the year 2019. Supervisor Richardson seconded the motion, which passed unanimously.

MOTION: Supervisor Richardson moved that West End Fire and Rescue Company be appointed as the Primary Emergency Services Provider for the year 2019. Supervisor Cressler seconded the motion, which passed unanimously.

MOTION: Supervisor Witter moved to appoint Mr. Doug Shields to the Southampton Township, Franklin County Emergency Services Advisory Board for the year 2019 and Samuel Cressler be appointed as alternate. Supervisor Richardson seconded the motion which passed unanimously.

- MOTION: Supervisor Cressler 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 2019. Supervisor Cressler seconded the motion, which passed unanimously.
- MOTION: Supervisor Richardson moved that Mr. Jay Grove be appointed to the Vacancy Board for the year 2019. Supervisor Witter seconded the motion, which passed unanimously.
- MOTION: Supervisor Richardson moved to appoint Mr. Dave Rohr to 3-year term on the Planning Commission. Supervisor Cressler seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved to appoint Mr. Marlin Johnson to 3-year term on the Zoning Hearing Board. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler made a motion to appoint Mr. Steve Oldt as the Cumberland County Tax Collection Representative for 2019. Supervisor Richardson seconded the motion which passed unanimously.
- MOTION: Supervisor Richardson made a motion to appoint Supervisor Cressler as the Council of Government (COG) representative for 2019. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Witter moved that Ms. Margaret Light be reappointed Township Representative to attend meetings of the Shippensburg Public Library Board for the year 2019. Supervisor Richardson seconded the motion, which passed unanimously.
- MOTION: Supervisor Richardson moved to appoint Supervisor Cressler as the Voting Representative at the annual PSATS conference in 2019. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved that all three Supervisors be appointed as Roadmasters for the year 2019. Supervisor Richardson seconded the motion, which passed unanimously.
- MOTION: Supervisor Richardson moved that the Supervisors be authorized to furlough laborers at their discretion. Supervisor Witter seconded the motion, which passed unanimously.
- MOTION: Supervisor Witter moved that all employees receive a 4% increase in wages for 2019. Supervisor Cressler seconded the motion which passed unanimously.

- MOTION: Supervisor Cressler moved that employees receiving Vacation, Sick, Holidays, Comp Time, Overtime, Bereavement, Personal Days and Pension be set as outlined in the Employee Manual. Supervisor Richardson seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved that a recommendation be made to the Board of Auditors that Supervisors receiving Vacation, Sick, Holidays, Comp Time, Overtime, Bereavement, Personal Days and Pension be set as outlined in the Employee Manual, and that Supervisors receive a base wage increase of 4% as set for the employees for the year 2019. Supervisor Richardson seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved that beginning in January of 2019, the Regular meeting of the Board of Supervisors will be on the second Tuesday of each month at 8:00 a.m. and the fourth Tuesday of each month at 5:00 p.m., with the exception of the second meeting in December which shall be held December 23rd. Supervisor Richardson seconded the motion which passed unanimously.
- MOTION: Supervisor Richardson 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 Richardson moved that the Supervisors and employees be authorized to attend the Annual State Convention in Hershey at regular pay plus expenses during the 2019 year. Supervisor Cressler seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved to appoint Randy Brenize as the PA Building Code appeals representative. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved to approve Resolution 2019-001, PHMC Local Government Records Retention Policy. Supervisor Witter seconded the motion which passed unanimously.

Supervisor Witter declared the meeting adjourned at 8:20 a.m.

Respectfully Submitted,

Maria Misner
Recording Secretary