

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

9:00 a.m.

JANUARY 6, 2020

MEMBERS PRESENT

Mr. Paul Witter
Mr. Randy Brenize
Mr. Samuel Cressler

OTHERS PRESENT

Mrs. Maria Misner - Recording Secretary

Supervisor Witter called the meeting to order at 9:00am.

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

MOTION: Supervisor Brenize moved that Supervisor Witter be reappointed as Chairman for the year 2020. Supervisor Witter seconded the motion. The motion carried. Supervisor Cressler opposed the motion.

Supervisor Witter was declared Chairman of the Board of Supervisors for the Year 2020, and conducted the meeting for the remainder of the morning.

MOTION: Supervisor Cressler moved that Supervisor Brenize be appointed as Vice-Chairman of the Board of Supervisors for the year 2020. Supervisor Witter seconded the motion. Supervisor Brenize abstained from voting. The motion carried.

MOTION: Supervisor Cressler moved to appoint Kathy Durf as Secretary/Treasurer of the Township for the year 2020 with a corresponding \$2.00 per hour pay increase. Supervisor Witter seconded the motion which passed unanimously.

MOTION: Supervisor Cressler moved that Kathy Durf be appointed as the Open Records Officer for 2020. Supervisor Witter seconded the motion which passed unanimously.

MOTION: Supervisor Cressler moved to approve Orrstown Bank, F&M, PLIGT, Genworth, American Funds and Mass Mutual as depositories for the year 2020. Supervisor Brenize seconded the motion, which passed unanimously.

MOTION: Supervisor Witter moved to appoint Sean Shultz, Esq. of Saidis, Shultz & Fisher, as solicitor for the Township in the year 2020. Supervisor Cressler seconded the motion, which passed unanimously.

- MOTION: Supervisor Cressler moved that Martin & Martin, Inc. be retained as Township Engineer for the year 2020. Supervisor Brenize seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved that Grove Miller be appointed as Southampton Township Traffic Engineer for the year 2020. Supervisor Brenize seconded the motion which passed unanimously.
- MOTION: Supervisor Brenize moved that Mr. Doug Shields be appointed as Code/Zoning/Permit Officer for the year 2020. Supervisor Witter seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved that Mr. Doug Shields be reappointed as Emergency Management Coordinator and Township Fire Marshall for the year 2020. Supervisor Brenize seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved to appoint Mr. Jerry Swope as the Assistant Emergency Management Coordinator for the year 2020. Supervisor Brenize seconded the motion which passed unanimously.
- MOTION: Supervisor Witter moved that Mrs. Maria Misner be appointed as Planning and GIS Mapping Coordinator for the year 2020. Supervisor Cressler seconded the motion which passed unanimously.
- MOTION: Supervisor Witter moved that Mrs. Maria Misner be appointed as Recording Secretary for the year 2020. Supervisor Cressler 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 2020. Supervisor Brenize seconded the motion, which passed unanimously.
- MOTION: Supervisor Witter moved that West End Fire and Rescue Company be appointed as the Primary Emergency Services Provider for the year 2020. Supervisor Brenize seconded the motion, which passed unanimously.
- MOTION: Supervisor Brenize moved to appoint Mr. Doug Shields to the Southampton Township, Franklin County Emergency Services Advisory Board for the year 2020 and Samuel Cressler be appointed as alternate. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor 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 2020. Supervisor Brenize seconded the motion, which passed unanimously.

- MOTION: Supervisor Cressler moved that Mr. Jay Grove be appointed to the Vacancy Board for the year 2020. Supervisor Witter seconded the motion, which passed unanimously.
- MOTION: Supervisor Brenize moved to appoint Mr. Glenn Pugh and Mrs. Maria Misner to 3-year term on the Planning Commission. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved to appoint Mr. Stan Smith 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 2020. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Brenize made a motion to appoint Supervisor Cressler as the Council of Government (COG) representative for 2020. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved that Ms. Margaret Light be reappointed Township Representative to attend meetings of the Shippensburg Public Library Board for the year 2020. Supervisor Brenize seconded the motion, which passed unanimously.
- MOTION: Supervisor Cressler moved to appoint Supervisor Brenize as the Voting Representative at the annual PSATS conference in 2020. Supervisor Witter seconded the motion which passed unanimously.
- MOTION: Supervisor Witter moved that all three Supervisors be appointed as Roadmasters for the year 2020. Supervisor Cressler seconded the motion, which passed unanimously.
- MOTION: Supervisor Witter moved that the Supervisors be authorized to furlough laborers at their discretion. Supervisor Cressler seconded the motion, which passed unanimously.
- MOTION: Supervisor Witter moved that all employees receive a 2% increase in wages for 2020. Supervisor Cressler seconded the motion which passed unanimously.
- MOTION: Supervisor Cressler moved to approve the current Pension Policy for Southampton Township for the year 2020. Supervisor Witter 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 Witter 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 2% as set for the employees for the year 2020. Supervisor Witter seconded the motion, which passed unanimously.

MOTION: Supervisor Cressler moved that beginning in January of 2020, 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., except the second Tuesday in April which will be held on Monday, April 27th, due to Primary Election Day. Supervisor Brenize seconded the motion which passed unanimously.

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

MOTION: Supervisor Brenize moved that the Supervisors and employees be authorized to attend the Annual State Convention in Hershey at regular pay plus expenses during the 2020 year. Supervisor Witter seconded the motion which passed unanimously.

MOTION: No action was taken to appoint a PA Building Code appeals representative.

Supervisor Witter declared the meeting adjourned at 9:35 a.m.

Respectfully Submitted,

Maria Misner
Recording Secretary