

LOWHILL TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
JANARY 7, 2018

The Lowhill Township Board of Supervisors Reorganization meeting was called to order at 7:00 pm by Chairman Richard Hughes. Also in attendance were George Wessner, Jr., Vice Chairman; Robb Werley, Member; Ryan Christman, Engineer and Secretary Jill Seymour.

George Wessner, Jr. made a motion to reappoint Richard Hughes Chairman, seconded by Robb Werley. Robb Werley made a motion to reappoint George Wessner, Jr. Vice Chairman, seconded by Richard Hughes. Richard Hughes made a motion to reappoint Robb Werley a member of the board, seconded by George Wessner, Jr. Richard Hughes made a motion to reappoint Jill Seymour as Secretary, seconded by Robb Werley. Richard Hughes made a motion to reappoint Robb Werley as Treasurer, seconded by George Wessner, Jr. All motions carried.

Richard Hughes made a motion to reappoint all of the following, seconded by Robb Werley. Motion carried.

Joseph Kalusky, Road master, Jeffrey Hontz, Assistant road master, Jeffrey Hontz, Timothy Wessner and Michael Hontz, Road crew members, Glen Grim, part time road crew member, Janet Henritz, Secretary and permit applicator, Janet Henritz, recording secretary for the planning commission. Jill Seymour, alternate recording secretary for the planning commission, Robb Werley, Chief administrator of the pension plan, Steckel & Stopp, Charles Waters, Esq., Solicitor, Fitzpatrick, Lentz & Bubba, Emil Kantra, Esq., Zoning Hearing Board and UCC Board of Appeals solicitor, Keystone Consulting Engineers, Ryan Christman, Engineer, Brian Carl, Zoning Officer, Keystone Consulting Engineer, Alternate zoning officer, Keystone Consulting Engineers, Health Board Official, Keystone Consulting Engineers, Sewage Enforcement Officer, Brian Carl, Alternate Sewage Enforcement Officer, Township Administrator, Brian Carl, Alternate Township Administrator, Janet Henritz, Health officer, Keystone Consulting Engineers, Northern Lehigh Planning Commission member, Brian Carl. Advisory Board Member for Lehigh County Authority, Brian Carl. Act 43 Agricultural Security Board member, Richard Hughes. Historical Society member, Robb Werley. Inspection Firm & Code Enforcement, Barry Isett & Associates. Northwestern Recreation Board Member, Richard Hughes. Northwestern recreation board alternate, George Wessner, Jr. Emergency management coordinator, Frank Bartholomew. Open records officer, Jill Seymour. Earned Income Tax Collector, HA Berkheimer and Associates, Property Tax Collector, Carol Betz. Deputy property tax collector, Phyllis Breininger, Vacancy Board Chairperson, Carol Betz and Voting Delegate for PSATS, Richard Hughes.

Richard Hughes made the motion to reappoint Stephen Lear and John Casciano to the planning commission. George Wessner, Jr. seconded the motion. Motion carried. Richard Hughes made a motion to reappoint Karl Reed to the Zoning Hearing Board, seconded by Robb Werley. Motion carried. Richard Hughes asked if Louis Rupp is an alternate on the Zoning Hearing Board, Jill Seymour confirmed that he is an alternate and he needs reappointment. Richard Hughes made a motion to reappoint Louis Rupp as an alternate on the Zoning Hearing Board. George Wessner, Jr. seconded the motion. Motion carried. Richard Hughes made a motion to reappoint Eric Orth to the UCC Board of Appeals. George Wessner, Jr. seconded the motion. Motion carried.

Richard Hughes made a motion to pay part time road crew member, Glen Grim \$18.04 per hour, no benefits. Robb Werley seconded the motion. Motion carried.

Richard Hughes made a motion to pay Weisenberg Township \$30,000 per year for administration. George Wessner, Jr. seconded the motion, motion carried.

Robb Werley made a motion to pay the real estate tax collector 5% commission. Richard Hughes seconded the motion. Motion carried.

Robb Werley made a motion to pay the Board of Supervisors \$50 per meeting, not to exceed \$1200 per year. George Wessner, Jr. seconded the motion. Motion carried.

Robb Werley made a motion to pay the planning commission member, zoning hearing board members and the UCC board of appeals members \$25 per meeting to be paid at the end of the year. George Wessner, Jr. seconded the motion.

Robb Werley made a motion to set the mileage rate at .50 cents per mile. Richard Hughes seconded the motion. Motion carried.

Richard Hughes made a motion to have the Board of Supervisors monthly meetings the first Thursday of the month at 7:30 pm at the Municipal Building with the exception of the July meeting. The July meeting will be held on Thursday July 11, 2019. Robb Werley seconded the motion. Motion carried.

Richard Hughes made a motion to have the Planning Commission meetings on the last Monday of the month at 7:00 pm at the Municipal Building. Robb Werley seconded the motion. Motion carried.

Richard Hughes made a motion to have the Zoning Hearing Board meetings on the Third Tuesday of the month at 7:00 pm at the Municipal Building. George Wessner, Jr. seconded the motion. Motion carried.

UCC Board of Appeals meetings will be held as needed at the Municipal Building.

Richard Hughes made a motion to donate \$1500 to the Northwestern Recreation Commission for 2019. Robb Werley seconded the motion. Motion carried.

Richard Hughes made a motion to keep the paid holidays, vacation, personal time, sick time & funeral time the same and the pension rate at 8% and benefits. George Wessner, Jr. seconded the motion. Motion carried.

MEDICAL AND DENTAL INSURANCE, DISABILITY & LIFE INSURANCE, 1 FUNERAL DAY, 3 SICK DAYS, 5 PERSONAL DAYS AND VACATION AS FOLLOWS:

AFTER 1 YEAR ANNIVERSARY DATE: 5 DAYS

AFTER 2 YEARS ANNIVERSARY DATE: 10 DAYS

AFTER 5 YEARS ANNIVERSARY DATE: 15 DAYS

AFTER 7 YEARS ANNIVERSARY DATE: 16 DAYS

AFTER 9 YEARS ANNIVERSARY DATE: 17 DAYS

AFTER 11 YEARS ANNIVERSARY DATE: 18 DAYS

AFTER 13 YEARS ANNIVERSARY DATE: 19 DAYS

AFTER 15 YEARS ANNIVERSARY DATE: 20 DAYS

CAPPED AT 20 DAYS

PAID HOLIDAYS:

½ DAY NEW YEARS EVE
NEW YEARS DAY
PRESIDENTS DAY
GOOD FRIDAY
MEMORIAL DAY
INDEPENDENCE DAY
LABOR DAY
VETERANS DAY
THANKSGIVING DAY
BLACK FRIDAY
½ DAY XMAS EVE
CHRISTMAS DAY

Richard Hughes made a motion to give the full time employees a 3% pay raise. Robb Werley seconded the motion. Motion carried.

Employee wages per hour with a 3% increase is as follows:

JOE KALUSKY: \$26.87/HOUR
JEFF HONTZ: \$22.28/HOUR
TIM WESSNER: \$22.28/HOUR
JILL SEYMOUR: \$21.88/HOUR
MIKE HONTZ: \$21.63/HOUR

Richard Hughes opened the floor for public comment, hearing none, Robb Werley made a motion to adjourn. Richard Hughes seconded the motion. Motion carried.

The Lowhill Township Reorganization meeting was adjourned at 7:15 pm.

Respectfully Submitted,