

**Wayne Township**

**1652 Powells Valley Road**

**Board of Supervisors Monthly Meeting Minutes**

**January 11, 2018**

**CALL TO ORDER** – Meeting called to order by Chairman Glenn Miller 7:00PM

**ROLL CALL** – Supervisors Glenn Miller, Jim Long, JR. and Jay Romig. Solicitor, Linus Fenicle, Engineer, Ed Fisher, Road Master Eli Shoop, Secretary / Treasurer Donna Miller. Jim Shoop, James Long Sr., Brad Stone, Jason Faust, Justin Hoover, Connie Vaughn, Jerry Miller, Susan Miller, Rob Lahr, Lisa Neely, Dave Warfel are also present.

**EXECUTIVE SESSION** – None

**PUBLIC COMMENT**

Jim Shoop, Jay Romig and James Long, Sr. disputed topic “Hiring Road Crew”, “Two applicants hired”, on December Minutes. “Two applicants hired” was removed from December 14, 2017 Board of Supervisors Monthly Meeting.

Connie Vaughn requested more debris removed from his property due to dead tree removal project. He also requested stop sign removed from Camp Hebron Road and Back Road. He is also concerned that mowing along roads is not done to his satisfaction.

Donna Miller read a speech indicating her accomplishments over the past six months and indicated she will resign as soon as documents are provided to a CPA to do the 2017 DCED Financial Audit.

Jerry Miller concerned that Secretary/Treasurer and Tax Collector did not get a raise during Re-Org meeting.

Susan Miller appreciates Donna Miller as Secretary/Treasurer. Susan also indicated she feels she deserves a raise as Tax Collector for Wayne Township. She researched and found that other Tax Collectors are being paid more than she.

Brad Stone thanked Donna Miller for her service as Secretary/Treasurer.

Supervisor Glenn Miller suggested creation of Job Descriptions and Employee Handbook.

Supervisor Jay Romig does not want Job Descriptions or Employee Handbook.

**MINUTES FOR DECEMBER 2017**– Motioned to approve by James Long Jr and seconded by Jay Romig, 3-0 Approved

**MINUTES FOR RE-ORGANIZATION MEETING 2018**- Motion to approve by Jay Romig and second by Glenn Miller, 3-0 Approved.

**FINANCIAL REPORT**- Made available for review and placed on file.

## **OLD BUSINESS**

**Black Top Bids for Sheetz Road, Scott Lehman provided copy of information** – Ed Fisher will write Bid for newspaper ad to bid Sheets Road to Back Road to Swamp Road together in one bid and also in separate bids. Motion by Jay Romig Second by Glenn Miller, 3-0 Approved.

**Road Work Progress-** Jay Romig to supply updated list.

**Discuss Ordinance and Resolution for Township Permit and Fee Schedule-**Glenn Miller provided a draft to Supervisors, Engineer Ed Fisher and Solicitor Linus Fenicle to review for further discussion.

**Marie Breinich / Brent Adams Easement- 2702 Back Road, Parcel 67-007-021-000-0000-** Engineer Ed Fisher and Solicitor Linus Fenicle will work together on document for easement. Glenn Miller will deliver to Marie Breinich and Brent Adams for signatures.

**2017 DCED Audit, need to appoint CPA no earlier than January 27, 2018-** A CPA is to be appointed at next Board Meeting February 8<sup>th</sup>. Secretary requested suggestions for CPA.

**Wayne Township Website-** The website is now available. [www.waynetwppa.org](http://www.waynetwppa.org)

## **Tabled 2018 Re-Organization Items**

**Appointment of Secretary / Treasurer-**Glenn Miller refrained from vote. Motion was made by Jay Romig and second by James Long, Jr. to appoint Donna Miller and Secretary / Treasurer. Motion approved 2-0

**Secretary / Treasurer Salary-** Glenn Miller refrained from vote. Motion was made by Jay Romig and second by James Long, Jr. to be \$1200 per month salary. Motion approved 2-0

**Appointment of Opens Records Officer-** Glenn Miller refrained from vote. Motion was made by Jay Romig and second by James Long, Jr. to appoint Donna Miller as Open Records Officer. Motion approved 2-0

**Appointment of Roadmaster-** Motion was made by Jay Romig and second by James Long, Jr. to appoint Rob Lahr as Roadmaster. Motion approved 2-1

**Roadmaster Rate of Pay-**Motion was made by Glenn Miller and second by James Long, Jr. to pay Road Master \$1.00 more than Road Crew. Rate would be \$13.00 per hour for Labor, CDL and Non-CDL. Rate would be \$14.00 for Non-CDL Seasonal and \$16.00 for CDL Seasonal. Motion approved 3-0

## **New Business**

**Susan Miller, Tax Collector-** Susan would like a raise for her services. Solicitor, Linus Fenicle will research to see if a raise can legally be provided due to this being requested after she was elected Tax Collector.

**Jason Faust, Carsonville Fire Company Year End Report-** Jason provided a report of activity for 2017 and discussed the difficulties of funding to keep the fire company in service.

**Department of Labor and Industry 2018 Bidding Threshold-** Document on file provided at meeting and discussed.

**Appreciation Letter to Charles Bisking for Plow-** A letter of appreciation was written to Charles Bisking for donating a plow to the township. Motion to send letter was made by Jay Romig and second by Glenn Miller. Motion approved 3-0

**Cindy Weist Disputing Auditor Appointment-** Cindy did not attend the meeting.

**Secretary/Treasurer Donna Miller requesting permission to advertise for new Secretary/Treasurer-** Motion to approve advertising by Glenn Miller and second by Jay Romig. Motion approved 3-0

**Supervisors are in agreement to offer swap of winter road with Jackson Township.** Secretary will contact Jackson Township Secretary to put Wayne Township Supervisors on Agenda to discuss swap with Jackson Township Supervisors.

Motion to approve all expenses by James Long, Jr. Second by Jay Romig Approved 3-0

Motion to adjourn by Jay Romig Second by James Long, Jr. Time 9:02 PM

Respectfully Submitted

Donna Miller