

# EAST FRANKLIN TOWNSHIP REORGANIZATION MEETING

JANUARY 2, 2024

The East Franklin Township Supervisors met in the Municipal Building at 6:00 p.m.

Pledge of Allegiance

Motion made by Dean Hepler and seconded by Barry Peters to appoint David Stewart as Temporary Chairman. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to appoint Barry Peters as Chairman. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by David Stewart to appoint Dean Hepler as Vice Chairman. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Barry Peters to reappoint Debra Cornman as Secretary/Treasurer. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by Barry Peters that Treasurer bond is set at \$250,000 for the Secretary/Treasurer. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to reappoint Ron Lithgow as Road Master. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by David Stewart to reappoint Christopher Giron as Assistant Road Master. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Barry Peters to reappoint John Wolfe as full-time employee for 2024. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by Barry Peters to reappoint Nelson Shaffer as full-time employee for 2024. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to reappoint Barry Peters to work on an as need basis at the request of the Road Master. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by Dean Hepler to reappoint David Stewart to work on an as need basis at the request of the Road Master. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Barry Peters to appoint Dean Hepler to work on an as need basis at the request of the Road Master. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

## REORGANIZATION MEETING – JANUARY 2, 2024

Motion made by Barry Peters and seconded by Dean Hepler to reappoint David Stewart as the East Franklin Township Sewage Operator. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Barry Peters to reappoint Carla Scholl as Assistant Secretary/Treasurer. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by David Stewart to reappoint Carla Scholl as Local Service Tax Collector for 2024 and Delinquent LST for 2023 and previous years. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Barry Peters that Treasurer's Bond is set at \$100,000 for the Assistant Secretary/Treasurer/Local Service Tax Collector. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by Dean Hepler to reappoint Larry Richardson as Zoning Officer. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to reappoint Berkheimer Tax Administrator as Earned Income Tax Collector for 2024. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by Barry Peters for the Township to continue to contribute 15% to the pension plan for uniform and Nonuniform employees working 35 hours per week. (Currently 15%).  
Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by Dean Hepler to reappoint Mechling and Heller to represent the Township for legal counsel for 2024. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to reappoint Mr. James Favero to represent zoning legal counsel for 2024. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by David Stewart to reappoint Mr. James Favero to represent sewage legal counsel for 2024. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by David Stewart to appoint the independent certified accounting firm of J Martin & Associates, LLC to conduct the East Franklin Township 2024 audit (Resolution No. 01-2024). Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by David Stewart to reappoint Nextier Bank as the Township depositor for 2024. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by Dean Hepler to reappoint Rick Steffy on the vacancy board for East Franklin Township. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

## REORGANIZATION MEETING – JANUARY 2, 2024

Motion made by Dean Hepler and seconded by Barry Peters to approve meetings for the year 2024 at 6:00 p.m. for the following dates. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

January 25, 2024  
February 29, 2024  
March 28, 2024  
April 25, 2024  
May 30, 2024  
June 27, 2024

July 25, 2024  
August 29, 2024  
September 26, 2024  
October 31, 2024  
November 26, 2024  
December 19, 2024

Motion made by Barry Peters and seconded by Dean Hepler to attend the fall County convention. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.  
Who can attend: Supervisors, Secretary/Treasurer, Assistant Secretary/Treasurer, Zoning Officer, Tax Collector, Auditors and Zoning Officer.

Motion made by Dean Hepler and seconded by Barry Peters to attend State Convention at expenses paid for only Supervisors, Secretary/Treasurer and Zoning Officer upon submission of receipts. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by David Stewart to compensate Township Secretary/Treasurer and Zoning Officer for wages for attendance at convention. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by Barry Peters for reimbursement of non employee Supervisors for lost wages for attending state convention at same rate of pay as employment, up to 8 hours per day Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to establish mileage reimbursement for use of employee's personal vehicles at the federal rate (\$.67). Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by David Stewart for the scheduled uniform and nonuniform employees. (Full-time receive 8 hours and part-time working over 235 hours per week receive 4 hours) holidays for 2024 and 2025. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

(Memorial Day) May 27, 2024, July 4, 2024 (4<sup>th</sup> of July), September 2, 2024 (Labor Day), November 11, 2024 (Veterans Day), November 28, 2024 (Thanksgiving Day), November 29, 2024 (Day after Thanksgiving) or December 2, 2024, December 25, 2024 (Christmas Day) and January 1, 2025 (New Year's Day)  
(8 Holidays)

Motion made by Dean Hepler and seconded by Barry Peters to appoint Tim Medice to the Planning Commission. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to reappoint Douglas Flanders to the Planning Commission. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

## REORGANIZATION MEETING – JANUARY 2, 2024

Motion made by Dean Hepler and seconded by Barry Peters to appoint David Stewart as Emergency Management Coordinator. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by Dean Hepler to reappoint Rick Steffy to the Kittanning Suburban Joint Water Authority. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to reappoint Carla Scholl as TCC Delegate. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Barry Peters to reappoint Debra Cornman as Alternate TCC Delegate. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by Barry Peters to reappoint Chris Remaley as UCC Delegate. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by David Stewart to approve Sewage Fee Schedule for 2024. (Same as last year) Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to increase all non Uniform employees and part-time police officer by \$.50 per hour as of January 2, 2024. Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Barry Peters and seconded by Dean Hepler approving contribution of \$73,000.00 to West Hills Emergency Services for the year 2024. (Resolution No. 02-2024) Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by David Stewart and seconded by Dean Hepler to approve the West Hills Emergency Services general activities for 2024. (See Attached) Vote: Peters-Yes, Stewart-Yes, Hepler-Yes.

Motion made by Dean Hepler and seconded by Barry Peters to adjourn meeting. Motion made unanimously.

Meeting adjourned 6:17 p.m.

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Debra L. Cornman, Secretary/Treasurer