

**Union Township
Board of Supervisors
Organization Meeting
January 3, 2023
1:00 PM**

AGENDA

CALL MEETING TO ORDER
Flag Salute

APPOINT A TEMPORARY CHAIRMAN

APPOINT A TEMPORARY SECRETARY
To record the nominations

NOMINATE AND ELECT A CHAIRMAN
Motion to appoint Chairman

NOMINATE AND ELECT A VICE-CHAIRMAN AND SECRETARY
Motion to appoint Vice Chairman and Secretary

NOMINATE AND ELECT A RECORDING SECRETARY
Motion to appoint the Recording Secretary

NOMINATE AND ELECT A TREASURER
Motion to appoint the Treasurer

TRAFFIC AND PARKING COMMISSION
Appoint a supervisor, to serve on the Board for 2023, along with the Township Manager and Road Foreman.

REAPPOINT EMPLOYEES

Full Time Employees
Brent McFeaters, Township Manager
Elizabeth Krause, Zoning Officer
Bryan Michael, Road Foreman
Samuel Yeagley, Road Crew

Part Time Employees
Herb Eckert, Road Crew/Recycling

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APPROVE 2023 MANAGER’S COMPENSATION

(As per the Salary/wage Sheet provided)

APPROVE THE 2023 EMPLOYEE WAGES

(As per the Salary/wage Sheet provided)

ESTABLISH A TREASURER’S BOND

\$4,000,000.00 (Cost of \$3,030.00 per year)

APPOINT LEGAL COUNSEL

Reilly/Wolfson, Attorneys at Law

APPOINT ZONING HEARING BOARD LEGAL COUNSEL

Spitler, Kilgore & Enck, PC

APPOINT A TOWNSHIP ENGINEER

Steckbeck Engineering & Surveying, Inc.

APPOINT SEWER ENFORCEMENT OFFICER

Lebanon County Planning (Alternate SEO is Jeremy Bentz)

APPOINT A SEWER ENGINEER

Steckbeck Engineering & Surveying, Inc.

APPOINT TAX COLLECTORS

Keystone Collection Group
Lebanon County Treasurer
Lebanon County Recorder of Deeds

APPOINT A DELINQUENT TAX COLLECTOR

Keystone Collection Group

APPOINT A SEWER PLANT OPERATOR

Fredericksburg Sewer/Water Authority

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****APPOINTMENTS NEEDED FOR 2022 BOARDS AND COMMISSIONS**

Vacancy Chairman – (1 Year term)
Sallie Neuin – expires 12/31/23

Zoning Hearing Board – (3 Year term)
Jim Darkes – expires 12/31/25

APPROVED BOARD MEMBERS ARE AS FOLLOWS:

VACANCY CHAIRMAN – (1 Year term)
Sallie Neuin - expires 12/31/2023

PLANNING COMMISSION MEMBERS – (4 Year term)
Dave Yavoich expires 12/31/2024
Dave Matterness expires 12/31/2024
Glenn Rudy expires 12/31/2023
Frank Via - expires 12/31/2023
Karl Hinkle - expires 12/31/2025
Herb Eckert - alternate
Gary Longenecker - alternate

NLCA BOARD MEMBERS – (4 Year term)
Robert Rehman - expires 12/31/2024
Bernie Boltz – expires 12/31/2023

ZONING HEARING BOARD MEMBERS – (3 Year term)
Jim Darkes - expires 12/31/2025
Steven Manz - expires 12/31/2024
Debra Shuey - expires 12/31/2023
Holly Burr - alternate

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APPEALS BOARD MEMBERS – (Indefinitely)

Karl Hinkle - expires indefinitely

Larry Herr - expires indefinitely

Kyle Boltz - expires indefinitely

GLRA BOARD MEMBER – (5 Year term)

Larry Herr – expires 12/31/25

APPOINT A CPA (Resolution # 1-2023)

Garcia, Garmen, and Shea – to conduct, the year end Audit

APPOINT DEPOSITORIES

Jonestown Bank and Trust Company & PLGIT

APPOINT ELECTRICAL CONTRACTOR

C.M. High, Inc.

APPOINT A BUILDING CODE OFFICIAL

Commonwealth Code Inspection Services

ESTABLISH MEETING DATES

The following meeting will be held at the Municipal Building on the first Wednesday of each month:

Planning Commission Meetings – starting at 7:00 PM

The following meetings will be held at the Municipal Building on the second Wednesday of each month:

Lickdale Sewer Meetings – starting at 6:30 PM

Board of Supervisors Meetings – meeting will begin right after the Lickdale Sewer Meeting.

The Annual Traffic and Parking Commission shall meet on January 11, 2023 following the regular Board of Supervisors meeting.

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**DELEGATE TO VOTE AT THE PSATS STATE CONVENTION
(April 23rd to April 26th)**

Choose a Voting Delegate and who will attend the PSATS Convention being held at Hershey Lodge and Convention Center later this year.

APPROVE HOLIDAYS FOR EMPLOYEES

New Year's Day	President's Day	Good Friday
Election Days (2)	Memorial Day	4 th of July
Labor Day	Veteran's Day	Thanksgiving Day
Christmas Day		

SET MILEAGE

\$0.625 cents per mile

APPROVE THE TREASURER PAY BILLS, when available.

Approval that the Treasurer may pay routine bills, as needed, between meetings as long as the amount due is consistent with previous months, the purchase is reasonable and expenses typical and that public notice is not required, that bidding limitations aren't applicable, and that such routine bills are ratified by the Township Supervisors at the following Board of Supervisors regularly scheduled public meeting.

PUBLIC COMMENTS & OTHER TOWNSHIP BUSINESS/CONCERNS

ADJOURNMENT