

The Hanover Township Board of Supervisors held their **Reorganization Meeting on Monday January 3, 2011** at 7:30 at the Municipal Building. Those present were Donald Winkler-Chairman, David Duerr-Vice Chairman, Herbert Grubbs-Supervisor, Nancy Voelker-Supervisor, Alfred Contumelio-Supervisor, Lane Turturice-Solicitor and Wendy Turrentine-Secretary/Treasurer

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLE CALL

REORGANIZATION

1. APPOINT CHAIRMAN – After receiving nomination from the Board

**Motion:** To reappoint Donald Winkler as Chairman

Motion: Alfred Contumelio                      2<sup>nd</sup>: David Duerr

Vote:

Mr. Winkler-No, David Duerr-no, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

2. WELCOME

3. APPOINT VICE CHAIRMAN – After receiving nomination from the Board

**Motion:** To appoint Nancy Voelker as Vice Chair

Motion: David Duerr                              2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-no, Herbert Grubbs-yes

**Motion Passed**

4. APPOINT SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT FOR 2011

**Motion:** To appoint David Duerr as the supervisor in charge of the Road Department

Motion: Herbert Grubbs                              2<sup>nd</sup>: Donald Winkler

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

5. APPOINT SUPERVISOR IN CHARGE OF THE PUBLIC SAFETY DEPARTMENT FOR 2011

**Motion:** To appoint Donald Winkler in charge of the public safety department

Motion: Herbert Grubbs                              2<sup>nd</sup>: David Duerr

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

6. APPOINT SUPERVISOR IN CHARGE OF THE GENERAL OFFICE ADMINISTRATION FOR 2011

**Motion:** To appoint Nancy Voelker in charge of the general office administration

Motion: David Duerr                                      2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

7. APPOINT SUPERVISOR IN CHARGE OF GRANTS, INSURANCE AND AS THE PENSION ADMINISTRATOR FOR 2011

**Motion:** To appoint Donald Winkler in charge of insurance and pension administrator and David Duerr in charge of grants.

Motion: Alfred Contumelio

2<sup>nd</sup>: David Duerr

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

8. APPOINT SUPERVISOR IN CHARGE OF CDL & FLEET MANAGEMENT AND GENERAL MAINTENANCE FOR 2011

**Motion:** To appoint Alfred Contumelio in charge of CDL, Fleet Management and general maintenance

Motion: Donald Winkler

2<sup>nd</sup>: David Duerr

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

**Motion:** To appoint Herbert Grubbs to oversee all zoning and planning

Motion: David Duerr

2<sup>nd</sup>: Nancy Voelker

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

9. APPOINT SECRETARY/TREASURER FOR 2011

**Motion:** To reappoint Wendy Turrentine as secretary/treasurer

Motion: Nancy Voelker

2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

10. APPOINT SOLICITOR FOR 2011

**Motion:** To reappoint Berggren & Turturice as the Township Solicitor

Motion: Donald Winkler

2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

11. SET THE REGULAR MONTHLY MEETING FOR 2011

**Motion:** To schedule the Township's regular monthly meetings for the 3<sup>rd</sup> Thursday of each month at 7:30 pm with the exception of the January 2011 meeting which is to be held on the 2<sup>nd</sup> Thursday at 7:30pm

Motion: Donald Winkler

2<sup>nd</sup>: David Duerr

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

12. APPOINT TOWNSHIP ENGINEER FOR THE YEAR 2011

**Motion:** To reappoint KLH as the engineer for the Township

Motion: Nancy Voelker

2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

13. APPOINT ZONING OFFICER FOR THE YEAR 2011

**Motion:** To reappoint Donald Patterson as the Township Zoning Officer

Motion: Herbert Grubbs

2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

14. APPOINT NUISANCE ABATEMENT OFFICER FOR THE YEAR 2011

**Motion:** To reappoint Bill Michael as the nuisance abatement officer

Motion: Nancy Voelker

2<sup>nd</sup>: David Duerr

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

15. APPOINT 3 MEMBERS TO THE BUILDING CODE APPEALS BOARD FOR 2011

**Motion:** To reappoint Ron Faux, Paul Paden and Larry Yocius to the building code of appeals board

Motion: Herbert Grubbs

2<sup>nd</sup>: Nancy Voelker

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

16. APPOINT MEMBER TO THE ZONING HEARING FOR THE TERM TO EXPIRE 12/31/2113

**Motion:** To reappoint Rox Zickefoose to the Zoning Hearing Board

Motion: Herbert Grubbs

2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

17. APPOINT MEMBER TO THE SEWER BOARD AUTHORITY FOR A TERM TO EXPIRE 12/31/2115

**Motion:** To appoint Nancy Voelker to the Sewer Authority Board

Motion: Alfred Contumelio

2<sup>nd</sup>: David Duerr

Vote:

Mr. Winkler-no, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

18. APPOINT EMA EMERGENCY MANAGEMENT COORDINATOR FOR THE YEAR 2011

**Motion:** To reappoint James Donahue III as the EMA Coordinator

Motion: Donald Winkler

2<sup>nd</sup>: Nancy Voelker

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

19. APPOINT MEMBER TO THE VACANCY BOARD FOR THE YEAR 2011

**Motion:** To reappoint Shawn Miller to the Vacancy Board

Motion: David Duerr

2<sup>nd</sup>: Nancy Voelker

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes  
**Motion Passed**

20. AUTHORIZED A BOND FOR THE SECRETARY/TREASURER \$500,000 AND THE TAX COLLECTOR FOR 30% OF TAX DUPLICATE FOR 2011

**Motion:** To authorize a bond for Wendy Turrentine and Charleen Grey

Motion: Donald Winkler 2<sup>nd</sup>: Nancy Voelker

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

21. APPOINT ROAD FOREMAN FOR 2011

**Motion:** To reappoint Dale Handick as the Road Crew Foreman

Motion: David Duerr 2<sup>nd</sup>: Herbert Grubbs

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

22. APPOINT ASSISTANT ROAD FOREMAN FOR 2011

**Motion:** To reappoint John Delich as the Assistant Road Foreman

Motion: Alfred Contumelio 2<sup>nd</sup>: David Duerr

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

23. APPROVE THE FOLLOWING WAGES FOR THE ROAD DEPARTMENT FOR 2011

a. ROAD FOREMAN

b. ASSISTANT ROAD FOREMAN

c. FULL TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL

d. PART TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL

e. PAY OVERTIME WAGES FOR ANY TIME WORKED OVER 40 HOURS PER WEEK

**Motion:** To approve a raise of 2% for each person's hourly rate

Motion: Donald Winkler 2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

24. APPROVE THE WAGE FOR THE SECRETARY/TREASURER

**Motion:** To approve the hourly rate of \$13.50 for Wendy Turrentine

Motion: David Duerr 2<sup>nd</sup>: Nancy Voelker

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

25. APPROVE THE FOLLOWING WAGES FOR THE FIRE DEPARTMENT FOR 2011

**Motion:** To approve a raise of 2% of each person's hourly rate

Motion: Donald Winkler 2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

26. SET PAY FOR KATHLEEN HALL AT \$85 PER CLEANING

**Motion:** To keep the rate of \$85 per cleaning for Kathleen Hall

Motion: Nancy Voelker 2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

27. KEEP CLOTHING ALLOWANCE FOR THE FIRE DEPARTMENT EMPLOYEES TO \$80 FOR 2011

**Motion:** To authorize a clothing allowance of \$80 annually for Fire Department employees

Motion: David Duerr 2<sup>nd</sup>: Donald Winkler

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

28. AUTHORIZE PAYMENT TO THE ZONING HEARING BOARD MEMBERS AND SECRETARY OF \$55 FOR EACH MEETING ATTENDING IN 2011

**Motion:** To authorize payment of \$55 for the members of the Zoning Hearing Board & Secretary for each meeting attended

Motion: Herbert Grubbs 2<sup>nd</sup>: Donald Winkler

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

29. **RESOLUTION 2011-1** TO DESIGNATE PLGIT AS DEPOSITOR FOR THE STATE LIQUID FUELS FOR 2011

**Motion:** To adopt Resolution 2011-1 to designate PLGIT for State Liquid Fuel funds

Motion: Donald Winkler 2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

30. **RESOLUTION 2011-2** TO DESIGNATE PNC BANK AS DEPOSITOR FOR ALL OTHER TOWNSHIP FUNDS FOR 2011

**Motion:** To adopt Resolution 2011-02 to designate PNC for all incoming funds with the exception of Liquid Fuel funds

Motion: Nancy Voelker 2<sup>nd</sup>: Donald Winkler

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

31. APPOINT OPEN RECORDS OFFICER AND AN ALTERNATE

**Motion:** To reappoint Wendy Turrentine as the Open Records Officer and to appoint Nancy Voelker as the alternate Open Records Officer

Motion: David Duerr 2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

32. AUTHORIZE THE SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT TO ISSUE ROAD ENCROACHMENT PERMITS FOR 2011

**Motion:** To authorize David Duerr to issue road encroachment permits

Motion: Donald Winkler

2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

33. AUTHORIZE MILEAGE OF 50 CENTS PER MILE WHEN SECRETARY OF THE ZONING BOARD,  
ROAD FOREMAN AND SUPERVISORS USE THEIR OWN VEHICLES FOR TOWNSHIP BUSINESS

**Motion:** To authorize mileage reimbursement of the maximum IRS mileage when any Township  
employee uses their own vehicle for Township Business as authorized by their Department Head  
and/or the Township Supervisors

Motion: David Duerr

2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**

34. FEES; ATTACHED FEE SCHEDULE

**Motion:** To Approve the attached Fee schedule

Motion: Donald Winkler

2<sup>nd</sup>: Alfred Contumelio

Vote:

Mr. Winkler-yes, David Duerr-yes, Alfred Contumelio-yes, Nancy Voelker-yes, Herbert Grubbs-yes

**Motion Passed**