

**MUNCY CREEK TOWNSHIP
SUPERVISORS ORGANIZATIONAL/REGULAR MEETING**

January 2, 2024

Page 1

A Muncy Creek Township Supervisors Organizational/Regular Meeting was held at the Township building on Monday, January 2, 2024, at 7:00 p.m. The meeting was called to order by acting chairman, Gary Phillips followed by the pledge of allegiance. The following were present:

Members: Gary Phillips, Eric Newcomer

Others: Mike Wiley, Larry Hoose, Hunter Heivly, Cindy Newcomer, Brandie Green, Seth Green, Brian Vann, Greg Delany, Lloyd Smith, Cari Buck

Public Comment was called for. There were no comments.

Oath of Office was received from Supervisor Newcomer.

A motion was made by G. Phillips, seconded by E. Newcomer, to appoint the Solicitor, **Mike Wiley**, as **temporary chairman**, **Cari Buck as temporary secretary**. Motion carried.

M. Wiley, Temporary Chairman, then declared the office of Chairman open for nominations. E. Newcomer nominated Gary Phillips. G. Phillips and E. Newcomer cast a unanimous ballot in favor, to close nominations and **appoint Gary Phillips as Chairman**. Motion carried.

G. Phillips, Chairman, then accepted nominations for Vice Chairman. G. Phillips nominated Eric Newcomer. G. Phillips and E. Newcomer cast a unanimous ballot in favor, to close nominations and appoint **Eric Newcomer as Vice Chairman**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to keep **temporary positions for part-time road workers, and park employees** per policy. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to **fill the temporary part-time road workers** with Frank Smith, Charlie Feigles, John Hipple, Lori Brown, Joe Hall, Eric Newcomer, Dan Whitmoyer and Gary Phillips. Motion carried.

A motion was made by E. Newcomer, seconded by G. Phillips, to **Table filling the temporary part-time park employee** position at this time. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to **appoint Code Inspections Inc., as the zoning/codes officers**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to **appoint Cari Buck as the Secretary/Treasurer**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to retain Lloyd Smith, Seth Green and Preston Shipman as **regular full-time employees**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to **appoint Lloyd Smith as the Road Master**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to **appoint Chad Tobias as the EMA**. Motion carried.

**MUNCY CREEK TOWNSHIP
SUPERVISORS ORGANIZATIONAL/REGULAR MEETING**

January 2, 2024

Page 2

A motion was made by G. Phillips, seconded by E. Newcomer, to **appoint J. Michael Wiley with McCormick Law Firm as Solicitor**, at a rate of \$120.00 per hour, with a member of McCormick Law Firm as backup. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to **appoint Vassallo Engineering as the engineer** for the Township with **Pysher & Associates as the alternate engineer**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to appoint William Poulton as chairman of the **Vacancy Board**. Motion carried.

A motion was made by E. Newcomer, seconded by G. Phillips, to appoint Kim Walker, as alternate, to serve on the **Zoning Hearing Board** for a three-year term ending December 2027. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to appoint Lloyd Smith and Cari Buck as the representatives to the **West Branch COG**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer to allow the **West Branch COG to use the MCT meeting room the 3rd Tuesday of every month**. Motion carried.

A motion was made G. Phillips, seconded by E. Newcomer, to appoint Jami Nolan as the **Sewage Enforcement Officer (SEO)** for Muncy Creek Township with Craig June as the back-up. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to appoint Richard C. Lowe, P.C. for **Muncy Creek Township Payroll**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to appoint Cari Buck as the delegate and Dan Whitmoyer as the alternate for the **Tax Collection Committee (TCC committee)** per resolution 09-96. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to approve renewing the **Treasurer's bond**, at the price of \$400,000 with Travelers through H.A. Thompson. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to appoint **Citizens and Northern Bank** as the depository (transitioning from Muncy/Journey Bank). Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, **to set wages for all full-time and part-time employees, as follows:** Seth Green \$27.85/hour, Lloyd Smith \$29.50/hour, Preston Shipman \$23.35/hour, Part-Time Road Employees \$17.51/hour, Part-Time Park Employees \$12.00/hour. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, **to set wages for Secretary/Treasurer at \$25.70/hour**. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to keep the **benefit package** for full time employees the same. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer set the **clothing allowance at \$500 per year** for full-time regular employees (\$250 twice a year). Motion carried.

**MUNCY CREEK TOWNSHIP
SUPERVISORS ORGANIZATIONAL/REGULAR MEETING**

January 2, 2024

Page 3

A motion was made by G. Phillips, seconded by E. Newcomer, to set the **mileage rate** for use of personal automobiles in regards to township business at the rate of .67 cents per mile. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to set the remaining **2024 Board of Supervisors meeting dates** for the third Monday of each month at 7:00 p.m. and approve the secretary advertising the dates. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to **adjourn the organizational meeting** and called the **Supervisors regular meeting** to order. Motion carried.

Announced **Executive Session** on 12/21/23 to discuss personnel from 9am to approximately 11am.

Fire Company Report – November & December reports not received. Fire Company is still compiling the 2023 info. and will send over. Supervisor Newcomer asked if there were any ideas for increasing membership?

Roadmaster Report – Continuing ongoing road maintenance. Pipe replacement on Swank Hill Road should be done this week. Have a potential storm to prepare for.

A motion was made by G. Phillips, seconded by E. Newcomer, to approve supervisors, secretary and full-time road crew to attend the **Township Convention in Hershey April 14-17, 2024, with the chairman, Gary Phillips, being the voting delegate.** Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to approve **paying wages** while attending the Township Convention in Hershey for full-time employees. Motion carried.

A motion was made by G. Phillips, seconded by E. Newcomer, to **waive the reading and approve the minutes** from December 18, 2023 Supervisor's Meeting. Motion carried.

WBRA Update – None. There has been no WBRA meeting since the December BOS Meeting.

Code Inspection's Report – No December report yet.

Public comments: None

A motion was made by G. Phillips, seconded by E. Newcomer, to **adjourn** the meeting at approximately 7:24 p.m. Motion carried.

Respectfully Submitted,

Cari Buck, Township Secretary