

**SUPERVISORS' ORGANIZATIONAL MEETING MINUTES  
JANUARY 7, 2008**

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**PRESENT:** Chairman Ron Evans, Supervisor Robert Lightner, Supervisor, Sharon Cole Engdahl, Daisy Lightner, Secretary/Treasurer, Ron Cree, Zoning Officer, Peggy and Sean Fedder, John Smith, Jim Sabo, Corporal Clint Shoop and P. Richard Wagner, Solicitor.  
Former Supervisors present: Charley Kunkle, Phyllis Page and Dick Pierce

The meeting was held at the municipal building and called to order by Chairman, Ron Evans. Evans convened the meeting with the pledge of allegiance to the flag. The meeting was tape recorded to aid with the preparation of minutes. Supervisor Cole Engdahl advised the Board that she would also be tape recording the meeting.

**APPOINTMENT OF TEMPORARY CHAIRMAN AND SECRETARY:**

Evans made a motion and Sharon Cole Engdahl seconded to appoint Ron Evans as temporary Chairman and Daisy Lightner as temporary secretary. Motion carried. Lightner said he abstained because of a conflict of interest with the Secretary being his spouse and filed a memorandum with the recording secretary stating the same.

**CITIZEN PARTICIPATION:** Chairman Evans asked if there was any citizen participation at this time. None was offered.

The Rye Township Board of Supervisors organized for the year 2008 as follows:

**ELECTION OF CHAIRMAN OF THE BOARD:** Lightner made a motion to appoint Ron Evans as **Chairman of the Board**; Evans seconded; motion carried. Cole Engdahl opposed.

**ELECTION OF VICE-CHAIRMAN:** Evans made a motion and Lightner seconded to appoint Bob Lightner as **Vice-chairman of the Board**. Motion carried. Cole Engdahl opposed.

Evans made a motion to appoint himself, Ron Evans, as **Administrative Superintendent**. Supervisor Lightner abstained publicly stating he has a conflict of interest since the Administrative Superintendent oversees the Secretary/Treasurer, who is his wife. Cole Engdahl opposed the motion. Since the governing body was unable to take any action on the appointment of the **Administrative Superintendent**, Supervisor Lightner once again publicly announced his conflict of interest and provided the Secretary/Treasurer with a written memorandum stating his conflict of interest. After the disclosure Supervisor Lightner voted to appoint Supervisor Evans as the **Administrative Superintendent**. Motion carried. Cole Engdahl opposed.

Supervisor Lightner made a motion and Supervisor Evans seconded to appoint Robert Lightner as the **Public Safety Superintendent**; motion carried. Cole Engdahl opposed.

Evans made a motion to appoint Ron Evans and Robert Lightner as **Co-Road Superintendents**. Lightner seconded. Motion carried unanimously.

Evans made a motion and Lightner seconded to appoint Evans **Equipment Maintenance Superintendent**; motion carried unanimously.

Evans made a motion to appoint Robert Lightner as **Solid Waste Superintendent**; Lightner seconded; motion carried unanimously.

Lightner made a motion to appoint Evans as **Building and Grounds Superintendent**. Cole Engdahl seconded. Motion carried unanimously.

Lightner made a motion to reappoint Jake Auxt as chairman of the **Vacancy Board**. Evans seconded. Motion carried. Cole Engdahl opposed.

**APPOINTMENT/RECOGNITION OF AUDITORS:** Proof of publication is on file to appoint an independent auditing firm for the fiscal year 2007. Cole Engdahl made a motion to adopt **Resolution 08-01**, which appoints the firm of **Smith, Elliott, Kearns and Company, LLC with Greg Hall, CPA** to perform an annual audit for the fiscal year beginning in January 2007 and ending in December 2007, and said Township has advertised its intent to appoint this firm. Evans seconded. Motion carried. The record notes Supervisor Lightner abstained and disclosed the conflict as his wife is the Secretary/Treasurer and it is mainly her work that is being audited. A memorandum stating this conflict was filed with the Secretary/Treasurer.

Evans recognized the **elected auditors** as follows: **Donna LaChapelle and Debra Landrum**. Lightner made a motion to appoint David Walborn to fill the vacancy for elected auditor. This motion died for lack of a second.

Discussion ensued on the vacancy for the third auditor position. Former auditor Cathy Sabo and resident David Walborn were recommended as candidates to fill the vacancy. Jim Sabo, Cathy's husband, was present and discussed the position with the Board. The Board decided to table a decision until later in the meeting to allow time for response from former auditor, Cathy Sabo.

**THE FOLLOWING APPOINTMENTS OR REAPPOINTMENTS WERE MADE:**

Supervisor Lightner said he would be abstaining from the vote on the appointment of the Secretary/Treasurer because of a conflict of interest. Evans made a motion to reappoint Daisy Lightner as **Secretary/Treasurer**; Cole Engdahl opposed. With the Board unable to take action on this appointment, Supervisor Lightner again publicly disclosed his conflict as the Secretary/Treasurer is his wife, referred to the written memorandum on file with the Recorder of the minutes, and then seconded the motion to reappoint Daisy Lightner as **Secretary/Treasurer**. Motion carried with Cole Engdahl opposing stating it may be legal, but it is not ethical.

Supervisor Lightner made a motion to reappoint **Ron Cree as Zoning Officer** for Rye Township; Cole Engdahl seconded. Motion carried unanimously.

Supervisor Lightner made a motion to appoint Ron Cree as **Driveway Permit Officer**. Cole Engdahl seconded. Motion carried unanimously.

Evans made a motion and Cole Engdahl seconded to reappoint Mike Higgins as **Sewage Enforcement Officer**, wages remaining the same as set by Resolution 05-03 submitted by Mr. Higgins; motion carried. All members voting in favor.

Lightner made a motion and Cole Engdahl seconded to reappoint Leonard Sizer as **Alternate Sewage Enforcement Officer**. Motion carried unanimously.

Lightner made a motion to reappoint Ron Evans as the **representative to the Perry County Council of Governments** and Cole Engdahl seconded. Motion carried unanimously.

Evans made a motion to appoint Robert Lightner as the **alternate to the Perry County COG**; Cole Engdahl seconded; motion carried. All voting in favor.

Cole Engdahl made a motion and Lightner seconded to reappoint Stanley Humbert as the **Collector of Act 511 per capita taxes** at 4% of the amount collected. Motion carried unanimously. Lightner made a motion and Cole Engdahl seconded to reappoint Capital Area Tax Collection Bureau as the **Collector of Earned Income tax** at 2.0% of the amount collected; motion carried unanimously.

Cole Engdahl made a motion to reappoint Capital Area Tax Collection Bureau as the **Collector of residential solid waste income** for the year 2008, Lightner seconded; motion carried unanimously.

Lightner made a motion to appoint Nancy Sunday as the **Representative to Capital Area Tax Collection Bureau, the collector of Earned Income Tax**; Cole Engdahl seconded; motion carried unanimously.

Former Supervisor, Phyllis Page, said she believes there are two appointments that are available as a representative from Rye Township. The Secretary/Treasurer said she would contact CTCB for further information.

Chairman Evans recognized **Jim Cassidy as the Emergency Management Coordinator** for Rye Township.

Lightner made a motion to appoint Scott Weaver as the Assistant Emergency Management Coordinator; Evans seconded. Motion carried.

Solicitor Wagner entered the meeting at this time.

Cole Engdahl strongly opposed stating the Board does not have the authority to appoint an Assistant Emergency Management Coordinator. She called fellow board members "low life". Cole Engdahl requested the Secretary/Treasurer provide the meeting minutes where the Board appointed the Assistant Coordinator.

Lightner made a motion and Cole Engdahl seconded to reappoint the firm of Manke, Wagner, Spreha, & McQuillan and P. Richard Wagner, Esquire as the main **Legal Counsel for the Township** with an alternate from the firm available when Solicitor Wagner is not available. Motion carried. All voting in favor.

Lightner made a motion to retain Rettew Associates, Inc., Max Schradely & Frank Chlebnikow as the **Township's engineer**. Evans seconded. Motion carried unanimously.

Lightner made a motion to reappoint Dan Vodzak to the **Planning Commission**. Evans seconded; motion carried unanimously.

Cole Engdahl asked why there are three positions available. Lightner said there are two terms expiring and Charley Kunkle resigned.

Lightner made a motion to appoint Sean Fedder to the **Planning Commission**, Cole Engdahl seconded. Motion carried unanimously.

Jim Sabo submitted a letter of interest to fill the position of Planning Commission member. Lightner made a motion to table the third appointment to the Planning Commission until the January 28, 2008 meeting because another resident is interested and her letter of interest was not received yet. Evans seconded. Motion carried.

Cole Engdahl made a motion to reappoint John Zimmerman to the **Zoning Hearing Board**. Lightner seconded; motion carried unanimously.

Cole Engdahl made a motion to reappoint Nancy Sunday to the **Park and Recreation Board**. Lightner seconded. Motion carried. All voting in favor.

Evans made a motion and Lightner seconded to reappoint Daisy Lightner as **Chief Administrative Officer of the Pension Plans**, motion carried unanimously. Supervisor Lightner noted that Daisy Lightner receives no additional compensation for this appointment.

Evans made a motion to recommend the **treasurer's bond** limit remain at the currently set amount of \$250,000. Cole Engdahl seconded. Motion carried unanimously. Cole Engdahl said considering the "situation" the amount may need reviewed.

Lightner made a motion that the **amount of the Treasurer's bond** be reviewed by the independent auditors during the annual audit, Cole Engdahl seconded. Motion carried unanimously.

Solicitor Wagner asked if the bond expired from last year to assure coverage until the amount of the bond is reviewed. The Secretary/Treasurer said the bond automatically renews at the same amount unless there are changes needed. So the Secretary/Treasurer is currently bonded for \$250,000.

Evans announced that the **elected auditors will meet on Wednesday, January 9, 2008 at 7:00 PM** to organize, to discuss the scheduling of an audit of the local elected tax collector for the year 2007, and to set the pay rate of Supervisors working as employees of the Township. The record notes at this time there is not a supervisor working as an employee of the Township.

Lightner made a motion to reappoint the **First National Bank of Marysville** as the main **depository for Township funds**. Cole Engdahl seconded; motion carried unanimously. Lightner said he would not be able to sign the checks tonight since he just signed the signature cards. He requested that his two fellow supervisors sign all of the checks presented for payment at the Special meeting immediately following.

Lightner made a motion to certify Ron Evans, Robert Lightner and Daisy Lightner as **convention delegates** for attendance at the State Association Convention in May at Hershey. Cole Engdahl seconded. Motion carried unanimously.

Discussion ensued on the appointment of the voting delegate. After a brief discussion, Lightner made a motion to appoint Robert Lightner as the **voting delegate** for the State Convention in May. Evans seconded. Motion carried unanimously.

Ronald Evans, Robert Lightner, Sharon Cole Engdahl, and Daisy Lightner said they would attend the Perry County Convention on February 23, 2008. The Secretary/Treasurer noted that she does not receive the approved compensation from the Township since she works for the Perry County Association of Township Officials.

Chairman Evans read aloud and the Board discussed the following dates:

1. The **meeting dates for supervisors' meetings** on the fourth Monday of each month, except for May, due to Memorial Day Holiday.
2. Supervisors' **special meetings** on Monday evenings at 7:30 PM, as deemed necessary by the Board of Supervisors, except for legal holidays.
3. **2009 Budget workshops** for Thursday, October 2 and October 23, 2008 at **7:00 PM** at the Township building
4. **Spring and Fall Clean-up dates** as Saturday, May 3, 2008 and Saturday, October 4, 2008.

Lightner made a motion to establish the meeting dates for supervisors' meetings as the fourth Monday of each month, except for May when the meeting will be held Tuesday May 27th due to the Memorial Day Holiday, and to set the 2009 Budget workshops for Thursday, October 2 and October 23, 2008 at 7:00 PM with all meetings held at the Township building. Cole Engdahl seconded. Motion carried unanimously.

#### **ESTABLISHING PAYROLL POLICIES:**

Lightner made a motion to continue the same policy to authorize the Secretary/Treasurer to **prepare and disburse payroll** after 2:00 PM on Wednesday following the end of each two-week pay period. Cole Engdahl seconded; motion carried unanimously.

Cole Engdahl made a motion and Lightner seconded to **reimburse an employee for private vehicle use** when on Township business at the IRS approved rate of \$.505 per mile. Motion carried unanimously.

Cole Engdahl made a motion to appoint Cathy Sabo to fill the vacancy in the elected **auditor** position; Lightner seconded. Motion carried unanimously.

There being no further business before the Board, Lightner made a motion and Cole Engdahl seconded to adjourn the 2008 organizational meeting at 8:12 PM. Motion carried unanimously.

Respectfully submitted,

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Daisy Lightner  
Secretary/Treasurer