

A specially advertised meeting was held on January 2, 2024, at 6:00 PM to reorganize for the year 2024. All the members were present. Solicitor Muriceak opened the meeting with the Pledge of Alliance and called for a motion to appoint the Chairman. Once the Chairman was appointed, the meeting was turned over to Chairman Geroge Henry.

FRANKSTOWN TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING

Proposed Actions
FOR THE YEAR 2024
BOARD OF SUPERVISORS

ELECTION

Chairman George Henry A motion was made by Kenneth Wertz and 2nd by James Callahan. The motion passed unanimously.

Vice Chairman James Callahan A motion was made by Kenneth Wertz and 2nd by George Henry. The motion passed unanimously.

APPOINTMENTS

Secretary – Treasurer Beverly J. Henderson a motion was made by James Callahan and 2nd by Kenneth Wertz. The motion passed unanimously.

Assistant Secretary Robbin Grove a motion was made by James Callahan and 2nd by Kenneth Wertz. The motion passed unanimously.

Solicitor Evey Black Attorney LLC a motion was made by James Callahan and 2nd by Kenneth Wertz. The motion passed unanimously.

Township Engineer Levin Engineers LLC a motion was made by Kenneth Wertz and 2nd by James Callahan. The motion passed unanimously.

Sewer Engineer Stiffler McGraw & Associates a motion was made by James Callahan and 2nd by Kenneth Wertz. The motion passed unanimously.

Code Officer/Zoning Henry T Fownes a motion was made by Kenneth Wertz and 2nd by James Callahan to appoint Henry T Fownes as a temporary Code Officer/Zoning until the position is filled. The motion passed unanimously.

Emergency Management Coordinator William Lightner a motion was made by James Callahan and 2nd by Kenneth Wertz. The motion passed unanimously.

Vacancy Auditor Todd McKee a motion was made by James Callahan and 2nd by Kenneth Wertz for a period of 2 years. The motion passed unanimously.

ADMINISTRATION

1. As decided by the prior Board at its December 15, 2003, meeting, and allowed by the Second-Class Code, Supervisors beginning a new term after 2003 will be eligible for the same Township-paid insurance plan coverage as full time employees of the Township. This will include health, life, accident, eye care and dental care plans. Before commencing participation, individual Supervisors who wish to be enrolled in any or all such plans must submit a letter to the Board at a regular scheduled meeting requesting such participation.
2. The Board will be covered by \$10,000,000.00 in Errors & Omissions insurance as with prior Boards. The amount of such coverage may be changed by the Board during the year if it so decides. The Secretary-Treasurer and Assistant Secretary Treasurer will be bonded.
3. Except for the January 2, 2024, Public Meeting, the Board will hold Public Meetings at 7:00 p.m. on the first Tuesday of each month, except for Election Day and holidays, when it will be the next day. Special meetings will be advertised.
4. Township representation on County Committees
 - a. Sanitary Admin Committee George Henry a motion was made by Kenneth Wertz and 2nd James Callahan. The motion passed unanimously.
 - b. Planning Commission James Callahan a motion was made by Kenneth Wertz and 2nd George Henry. The motion passed unanimously.
5. Certificates of Deposit as of December 31, 2023
General Fund
\$ 14,368,268.73
6. Banks used by the Township.

a. First National Bank	f. M & T Bank
b. Citizens Bank	g. Reliance Bank
c. S & T Bank	h. CNB Bank
d. 1 st Summit Bank	i. AmeriServ
e. First Commonwealth Bank	
7. The Township will employ a Health Force for employee physical examinations.
8. Health Force will be the Township Drug and Alcohol Test Site for pre-employment. For the Random Drug Testing the site will be Advantage Resource Group Altoona, PA.

EMPLOYEE BENEFITS FOR 2024

1. All employees considered full time will receive 10 paid holidays:

New Years Day	Memorial Day	July 4 th
Labor Day	Thanksgiving	Christmas
Veterans Day	2 Election Days	Day After Thanksgiving

If the Election are not held in the Spring or Fall at the Township Building, this will not be considered as a pay day off.

2. Full time employees shall receive 5 days PTO after 1 year of service, 10 days PTO after 5 years of service, and 15 days PTO after 10 years of service. After 15 years of service, one PTO day for every year of service up to 20 years. All PTO must be used annually. The Road Crew and Secretary-Treasurer are considered full-time.
3. Employees have 3 personal days to be used annually, along with 2 days bereavement leave for the immediate family members. (i.e. grandparent, parent, children, and siblings)
4. All full-time employees, excluding working Supervisors and the Township Manager who is under contract, receive a wage increase effective January 1, 2024. Hourly wage rates in 2024 will be: A motion made by Kenneth Wertz and 2nd by James Callahan giving all employees a 3% raise. The motion passed unanimously.
5. All eligible full-time employees to receive a Payment in lieu of Pension, payable on the last pay in December 2024. Payment for 2024 to be calculated at 5% of final 2024 Gross Pay prior to Payment. To be eligible the employee must be a current employee on the date of the last pay of year and must have been employed for the one calendar year proceeding that same date. Employees on seasonal lay-off on that date are considered current employees. Employees will be encouraged to invest the Payment in personal IRAs to provide post-retirement security and income. A personal interview with each employee should be conducted concerning retirement.
6. The work week begins on Sunday and ends on Saturday. Overtime is payable, at 1-1/2 times the regular rate, after 40 hours per week, even if holiday or pto is used by the employee during the work week overtime is paid.
7. 2 times paid for Holiday worked plus the Holiday pay, if called out by Supervisors/Road Foreman after 40 hours of work.
8. Employee payroll to be weekly, 52 pays per year.

9. Full time employee benefits

- a. Short Term Disability for 13 weeks at 66 2/3% of weekly earnings to a maximum benefit of \$670 per week
 - 0 day elimination period for disability due to an injury
 - 7 day elimination period for disability due to a sickness
- b. Benefits begin the day after the elimination period is completed.

Insurance

- i. Life \$25,000 Accidental \$25,000
- ii. UPMC Health Plan
- iii. Eye and Dental Coverage.

10. Authorized use of personal vehicles for Township business will be reimbursed at the same mileage rate as used by the Commonwealth of Pennsylvania (Penn Dot), but not greater than the IRS rate. That rate for 2024 is \$.67 per mile. Claim forms are obtained from the Treasurer.

A motion was made by James Callahan and 2nd by Kenneth Wertz to accept all the Administration and Employee Benefits. The motion passed unanimously.

Meeting adjourned at 6:19 PM with a motion made by James Callahan and 2nd by Kenneth Wertz. The motion passed unanimously.

Secretary Beverly Henderson

Regular Township meeting was held at 6:30 PM with the following business:

A motion was made by Kenneth Wertz and seconded by James Callahan to approve the December 1, 2023 and December 5, 2023 Monthly Minutes. The motion passed unanimously.

A motion was made James Callahan and seconded by Kenneth Wertz to approve the financial statement as read. The motion passed unanimously.

Announcements: On December 15, 2023 there was an executive session for personnel

On January 2, 2024 there was an executive session for personnel/legal

New Business:

- A motion was made by Kenenth Wertz and seconded by James Callahan to appoint Young Oakes and Brown to conduct the 2023 Audit. The motion passed unanimously.

- The following quotes were received to replace shingles on the Township roof:

Sunny View Roofing Service	\$14,950.00
M&M Roofing	20,980.00
Champion Roofing	23,000.00
Roof Works	27,550.00

A motion was made by Kenneth Wertz and seconded by James Callahan awarding the quote to Sunny View Roofing Service in the amount of \$14,950.00. The motion passed unanimously.

- A motion was made by Kenneth Wertz and seconded by James Callahan authorization Solicitor Muriceak the authority to draft and advertise a 2% rate increase for District #1, Logan District and Canoe Creek District, to be adopted on January 30, 2024. The motion passed unanimously.

- A motion was made by Kenneth Wertz and seconded by James Callahan adopting Resolution #20240102 known as the CCIS Fee Schedule. The motion passed unanimously.

- Based on Engineer Levine recommendation to the Board to approve the preliminary plan for Dreams Go On. A motion was made James Callahan and seconded by Kenneth Wertz to approve the preliminary plan for Dreams Go On. The motion passed unanimously. With this approval it would allow Dreams Go On to build the driveway and the rain gardens. Once they are completed Engineer Levine will go and inspected work, then it will convert to final plan and be recorded in the court house. Which then would allow them to obtain permits for the riding rings.

General Comments

- Lynn Granville questioned about the cuts in the roads by Gas Company and or the Water Department. Mr. Granville stated that there is a big hole on Brush Mountain Rd. that needs filled in. Mr. Granville was wondering what can be done about cutting these roads and putting cool patch in. He stated that Joe Robison would never that this happen. Mr. Granville also pointed out that there is another on Elm St., he also stated that patch on Brush Mountain Road were the Township had done the work and had Grannas Brothers did the paving and its terrible. The Board members told him that that was only the base.

- Bill Rabold was present concerning the work being done at the stone house located off Frankstown Rd. Mr. Rabold stated there is a lot of earth disturbance and that he felt there needed to be some type of stormwater controls in place.

With no other business before the Board of Supervisors a motion was made by
Kenneth Wertz and seconded by James Callahan to adjourn the meeting at 6:40 PM.
The motion passed unanimously.

Secretary Beverly Henderson

31-Jan-24

	STATE ACCOUNT	791,795.73	
	GENERAL ACCOUNT	540,899.45	
EXEPENSES:			
KEVIN CRAMER	ZONING OFFICER	809.49	30409
JOHN CRUM	GENERAL MAINT.	462.10	30410
HENRY T FOWNES	TOWNSHIP MANAGER	1,145.41	30411
ROBBIN GROVE	ASSISTANT SEC	420.23	30412
LORRAINE HELSLEY	CLEAN PERSON	108.76	30413
BEVERLY HENDERSON	SEC. TREAS.	1,047.31	30414
DOUGLAS MILLER	GENERAL MAINT.	581.99	30415
ROBERT A MILLER	GENERAL MAINT.	569.37	30416
ROBERT E. MILLER	GENERAL MAINT.	918.23	30417
STEVE RITCHEY	GENERAL MAINT.	541.90	30418
DENNIS WALLS	SEWER	761.61	30419
RUSSELL WRIGHT	GENERAL MAINT.	577.89	30420
JAMES CALLAHAN	REORG. MEETING	113.90	30421
GEORGE HENRY	REORG. MEETING	123.90	30422
KENNETH WERTZ	REORG. MEETING	143.90	30423
JAMES CALLAHAN	REGULAR MEETING	113.90	30424
GEORGE HENRY	REGULAR MEETING	123.90	30425
KENNETH WERTZ	REGULAR MEETING	143.90	30426
ALLEGHENY TRUCK	VALVES & TRUCK FILTERS	308.80	30427
COPY RITE	HENRY BADGE	10.00	30428
CRYSTAL SPRINGS	MONTHLY BILLING	47.80	30429
EVEY BLACK ATTORNEYS LLC	MONTHLY BILLING	1,986.50	30430
EVOLVED 3 TECH	MONTHLY BILLING	661.80	30431
FRK TWP DISTRICT #1	4TH QRT SEWER 2023	322.26	30432
FRY'S PLASTIC	PARK SUPPLIES	645.00	30433
GRANNAS BROS.	BRUSH MEAD PROJECT	128.16	30434
HOLLIDAYSBURG AUTO PARTS	SUPPLIES	384.63	30435
LB WATER SERVICE	PARK SUPPLIES	1,335.00	30436
PSATS	DUES	1,499.00	30437
QUILL CORP	OFFICE SUPPLIES	98.95	30438
U.S. MUNICIPAL SUPPLY	SPARE MOTOR	615.48	30439
UNIFIRST CORP	UNIFORMS	148.66	30440
VISA	VOIDED CHECK	0.00	30441
VISA	TRK 14	68.65	30442
VOIDED CHECKS		0.00	30443
JAMES CALLAHAN	NECESSARY TOWNSHP BUSINESS	458.65	30444
JOHN CRUM	GENERAL MAINT./ WINTER MAINT	753.40	30445
STEVE DIEHL	WINTER MAINT	316.12	30446
HENRY T FOWNES	TOWNSHIP MANAGER	1,145.39	30447
ROBBIN GROVE	ASSISTANT SEC	164.17	30448
LORRAINE HELSLEY	CLEAN PERSON	60.91	30449
BEVERLY HENDERSON	SEC. TREAS.	978.62	30450

DOUGLAS MILLER	GENERAL MAINT./ WINTER MAINT	1,023.79	30451
ROBERT A MILLER	GENERAL MAINT./ WINTER MAINT	854.95	30452
STEVE RITCHEY	GENERAL MAINT./ WINTER MAINT	814.62	30453
DENNIS WALLS	SEWER/ WINTER MAINT	1,113.38	30454
KENNETH WERTZ	WINTER MAINT	217.66	30455
RUSSELL WRIGHT	GENERAL MAINT./ WINTER MAINT	865.66	30456
BLAIR CO CONSERVATION	1 QRT MS4 PAYMENT 2024	13,056.94	30457
E.MAP	DENTAL INSURANCE	50.00	30458
HOLLIDAYSBURG AUTO PARTS	SUPPLIES	24.34	30459
LEVINE ENGINEERING LLC	MONTHLY BILLING	38,659.87	30460
MCCARTNEY'S	MONTHLY BILLING	462.93	30461
PA ONE CALL	MONTHLY BILLING	20.72	30462
PENELEC	MONTHLY BILLING	347.89	30463
SAM'S CLUB	KEVIN RETIREMENT & CERT MAIL	214.98	30464
UNIFIRST CORP	UNIFORMS	73.51	30465
VALLEY RURAL	MONTHLY BILLING	159.50	30466
VERIZON	MONTHLY BILLING	217.47	30467
JOHN CRUM	GENERAL MAINT./ WINTER MAINT	740.37	30468
STEVE DIEHL	WINTER MAINT	247.01	30469
HENRY T FOWNES	TOWNSHIP MANAGER	1,145.41	30470
ROBBIN GROVE	ASSISTANT SEC	277.43	30471
LORRAINE HELSLEY	CLEAN PERSON	148.78	30472
BEVERLY HENDERSON	SEC. TREAS.	911.75	30473
DOUGLAS MILLER	GENERAL MAINT./ WINTER MAINT	982.75	30474
ROBERT A MILLER	GENERAL MAINT./ WINTER MAINT	804.42	30475
STEVE RITCHEY	GENERAL MAINT./ WINTER MAINT	793.41	30476
DENNIS WALLS	SEWER/ WINTER MAINT	961.37	30477
RUSSELL WRIGHT	GENERAL MAINT./ WINTER MAINT	822.56	30478
ALTOONA MIRROR	CORRECT MEETING SCHEDULE	163.50	30479
DUNCANSVILLE ACE	SUPPLIES	7.99	30480
HOLLIDAYSBURG AUTO PARTS	SUPPLIES	65.97	30481
KEN WERT HAULING	2024 TRASH	500.00	30482
NORTH AMERICAN ROCK SALT	VOIDED CHECK	0.00	30483
PENELEC	MONTHLY BILLING	2,790.60	30484
UNIFIRST CORP	UNIFORMS	64.85	30485
AMERICAN ROCK SALT	142.85 TONS SALT	13,999.30	30486
KEYSTONE BONDING	FOWNES BOND	4,063.00	30487
JOHN CRUM	GENERAL MAINT./ WINTER MAINT	728.95	30488
STEVE DIEHL	WINTER MAINT	556.85	30489
HENRY T FOWNES	TOWNSHIP MANAGER	1,145.41	30490
ROBBIN GROVE	ASSISTANT SEC	290.40	30491
LORRAINE HELSLEY	CLEAN PERSON	134.12	30492
BEVERLY HENDERSON	SEC. TREAS.	945.20	30493
DOUGLAS MILLER	GENERAL MAINT./ WINTER MAINT	1,120.38	30494
ROBERT A MILLER	GENERAL MAINT./ WINTER MAINT	919.78	30495
STEVE RITCHEY	GENERAL MAINT./ WINTER MAINT	813.22	30496
DENNIS WALLS	SEWER/ WINTER MAINT	974.21	30497

KENNETH WERTZ	WINTER MAINT	136.04	30498
RUSSELL WRIGHT	GENERAL MAINT.	659.05	30499
ALLEGHENY TRUCK	TRK 4	864.48	30500
BREEZELINE	MONTHLY BILLING	208.62	30501
COMM CODE INSPECTION	INSPECTIONS	195.00	30502
CRYSTAL SPRINGS	WATER RENTAL	137.79	30503
GLASSMERE FUEL SERVICE	FUEL	4,707.02	30504
GRANNAS BROS.	ANTI SKID	2,703.68	30505
PENELEC	MONTHLY BILLING	20.29	30506
U.S. MUNICIPAL SUPPLY	SUPPLIES	366.74	30507
UNIFIRST CORP	UNIFORMS	66.49	30508
EITMER PUBLIC SAFETY	FIRE POLICE VEST	73.00	30509

126,281.04

TAXES

1ST SUMMIT BANK	IRS & STATE TAXES	3,049.07
1ST SUMMIT BANK	IRS & STATE TAXES	3,167.34
1ST SUMMIT BANK	IRS & STATE TAXES	2,810.80
1ST SUMMIT BANK	IRS & STATE TAXES	3,057.72
1ST SUMMIT BANK	UPMC	12,652.42

24,737.35

TOTAL EXPENSE:

151,018.39

INCOME:

ANTIA TERCHANK	REAL ESTATE TRANSFER	13,043.92
JOHN STULTZ	SUBDIVISION	600.00
JOHN STULTZ	ZONING VARIANCE	1,500.00
PEOPLES GAS	ROAD CUT ELM BRUSH MT. & EASU	310.00
DISTRICT JUSTICE	LOCAL FINES	14.73
FOSTER WINELAND	REIMBURESMENT	525.00
AUTO WHOLESALERS	JUNK YARD	500.00
BCTCB	EARNED INCOME	137,840.42

BUILDING PERMITS

PROLAWN CARE	CAMPBELL PERMIT	341.50
DIRECT BUILDING SUPPLIES	NELSON PERMIT	238.50
TOREY GLENNY	ELECTRIC	96.00
JACK DAVIS CONSTRUCTION	ELECTRIC	96.00
ADAM LANDRIN	SHED	25.00
SCOTT MIKA	ELECTRIC	96.00

TOTAL INCOME

155,227.07

SUBTOTAL

545,108.13

OUTSTANDING CHECKS

TOTAL

545,108.13