

**ANNUAL ORGANIZATIONAL MEETING  
EAST NOTTINGHAM TOWNSHIP  
JANUARY 5, 2004**

The Annual Organizational Meeting of the East Nottingham Township (ENT) Board of Supervisors was held in the Township building on January 5, 2004. Those present were; Supervisors, Samuel A. Goodley, Jr., Charles D. Shelton, Thom J. Olivieri; Treasurer, Pamela A. Mason, Secretary, Mary Ellen McCormack and guests.

Chairman Samuel A. Goodley, Jr called the meeting to order at 7:00pm. stating a quorum was present to organize as required.

Upon calling meeting to order Chairman Goodley proceeded to introduce and welcome Thom J. Olivieri as ENT's newly elected Supervisor. Inquiry was made with Thom if the Oath of Office had been accomplished and notarized as required by Second Class Township Code. Mr. Olivieri responded affirmatively and presented original copy of notarized oath. Mr. Olivieri was welcomed and invited to join Supervisors Goodley and Shelton at the table. Congratulations, Thom.

On motion by Charles D. Shelton, seconded by Thom J. Olivieri, it was approved unanimously to appoint Samuel A. Goodley as Temporary Chairman and Mary Ellen McCormack as Temporary Secretary for East Nottingham Township.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Charles D. Shelton, seconded by Thom J. Olivieri, it was approved unanimously to accept the Organizational Agenda as presented for January 5, 2004. Upon presentation an appointment was noted to be missing as the appointment and hourly rate for the Township Solicitor was inadvertently omitted. Change noted and will be amended as required.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

Mr. Goodley asked for comments from the public on the agenda items and received none.

On motion by Charles D. Shelton, seconded by Thom J. Olivieri, Samuel A. Goodley, Jr., was appointed Chairman for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Charles D. Shelton, seconded by Samuel A. Goodley, Thom J. Olivieri, was appointed Vice-Chairman for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, Jr. seconded by Thom J. Olivieri, Mary Ellen McCormack was appointed Secretary to the Supervisors for the 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, Jr. seconded by Charles D. Shelton, the salary of the Township Secretary was unanimously approved at \$29,120.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, seconded by Thom J. Olivieri, Kathy Kovach was appointed as Secretary to the Planning Commission.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, seconded by Thom J. Olivieri, Pamela A. Mason was appointed Treasurer at the hourly rate of \$25.00.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, seconded by Thom J. Olivieri, the Treasurer's Bond was increased upon review and discussion by Supervisors and set at \$2,250.00 for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, seconded by Thom J. Olivieri, Ragan Engineering Associates were appointed as the Township Engineer at the hourly rate of \$70.00 for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, seconded by Charles D. Shelton, Winifred M. Sebastian was appointed as the Township Solicitor for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, seconded by Charles D. Shelton, the Township Solicitor's hourly rate of \$125.00 was approved unanimously for the year 2004. The Supervisors discussed and approved this rate as this is an increase of \$25.00 from the year 2003.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, it was approved to appoint John Halsted as the Township Solicitor for the Oxford High School Project at the hourly rate of \$150.00 for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, Berkheimer Associates was reappointed as the Earned Income Tax Collector for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, compensation was set to pay Berkheimer Associates a current monthly rate of 2.55 percent for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, Berkheimer Associates was reappointed Delinquent Per Capita Collector for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, seconded by Charles D. Shelton, Brutscher and Brutscher were reappointed Solicitors for the Zoning Hearing Board at the hourly rate of \$125.00 for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, William Blackburn was reappointed to the Zoning Hearing Board for a three-year term.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, the salary for the Zoning Hearing Board members was set at \$50.00 per member per hearing.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, Mary Ellen McCormack was appointed Secretary to the Zoning Hearing Board for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, it was approved to set the hourly rate of \$20.00 per hour for administrative work done by the Secretary to be charged through the applicants for the Zoning Hearing Board for the year 2004.

Aye: Goodley, Olivieri, Shelton Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, Howard Wiley was appointed Road master at the current hourly rate (Goodley/Shelton) of \$17.30 for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, Dennis Lindsey was appointed Roadman at the currently hourly rate of \$15.14 for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, William C. Weaver was appointed Roadman at the current hourly rate of \$14.85 for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, it was approved to set the wages for part-time help for the year 2004 as follows:

Snow plowing at the hourly rate of \$16.00 and temporary help at the hourly rate of \$13.00.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, Kathryn L Kovach was appointed Zoning/Subdivision Officer at the current annual salary of \$46,242.00 (Goodley/Olivieri) for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Charles D. Shelton, seconded by Thom J. Olivieri, Mary Ellen McCormack was appointed alternate Zoning/Subdivision Officer with Supervisors approval of any necessary actions.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, Charles Shock was appointed as the Building Code Inspector for the year 2004.

Aye: Goodley, Shelton

Nay: Shelton

On motion by Samuel A. Goodley, Jr. seconded by Thom J. Olivieri, it was approved to accept the fee schedule proposal as submitted by Mr. Shock.

Aye: Goodley, Shelton

Nay: Shelton

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, it was approved to appoint John Coldiron as the alternate Building Code Inspector for the year 2004.

Aye: Goodley, Shelton

Nay: Shelton

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, it was approved to accept the fee schedule proposal as submitted by Mr. Coldiron.

Aye: Goodley, Shelton

Nay: Shelton

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, it was approved to appoint James Hamlin as Tax Clerk for East Nottingham Township for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: Shelton

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, it was approved to set the salary for the Tax Clerk at the current rate of \$470.00 per month for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

### Organizational Meeting, January 5, 2004

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, it was approved to designate the Peoples Bank of Oxford (PBO) as depository for all Township funds, including taxes collected by the Tax Collector for the year 2004.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, it was approved to authorize the Treasurer contact PBO and request by a letter concerning the additional security to cover the amount of our deposits in excessive of the insured limits.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, it was approved to require two (2) signatures on all checks, one the Treasurer and one any individual Supervisor for the year 2004.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, it was approved to designate the Daily Local News and the Oxford Tribune for advertising in 2004.

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, it was approved to hold the regular monthly meetings for the year 2004 at 7:00pm in the Township Building on the following dates; January 5, February 9, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 12, November 8, and December 13.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, it was approved to hold three (3) work session meetings for the year 2004 at 7:00pm in the Township Building on the following dates: January 20, February 17 and March 15.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, it was approved to grant the following State Holidays to Township Engineers for the year 2004: January 1, January 19, February 16, April 27, May 31, July 5, September 6, October 11, November 2, November 11, November 25, November 26, December 24 and December 31.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Charles D. Shelton, seconded by Thom J. Olivieri, Samuel A. Goodley, Jr., Thom J. Olivieri, Charles D. Shelton were appointed delegates to the State Convention for the year 2004.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel D. Goodley, Jr., seconded by Charles D. Shelton, the mileage reimbursement rate at the IRS guideline for 2004 at \$.36 per mile.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Charles D. Shelton, seconded by Thom J. Olivieri, Samuel A. Goodley, Jr., was appointed Chairman of the Agricultural Security Advisory Committee for the year 2004.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Thom J. Olivieri, John C. Reynolds was reappointed as the Emergency Management Coordinator for the year 2004.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, the salary for the Emergency Management Coordinate was set at \$250.00 for the year 2004.

Aye: Goodley, Olivieri, Shelton      Nay: -0-

On motion by Samuel A. Goodley, Jr., seconded by Charles D. Shelton, it was approved unanimously authorizing fulltime employee's five/six personnel days for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

On motion by Samuel A. Goodley, seconded by Thom J. Olivieri, Antoinette M. Colp was appointed as ENT Auditor for the year 2004.

Aye: Goodley, Olivieri, Shelton

Nay: -0-

**Recognition of Visitors:**

Marianne Russo inquired in to the appointment of a new member to the Planning Commission. Mr. Goodley stated that issue will be addressed at the Regular Meeting to follow.

**Adjournment:**

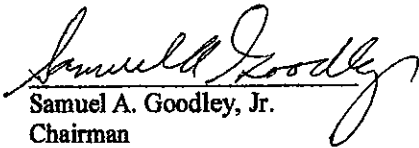
On motion by Samuel A. Goodley, seconded by Thom J. Olivieri, it was unanimously approved to adjourn the meeting at 7:50pm.

Respectfully submitted,

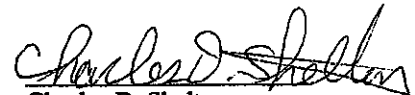
Approved:

  
Mary Ellen McCormack

1-9-04  
Date

  
Samuel A. Goodley, Jr.  
Chairman

  
Thom J. Olivieri  
Vice-Chairman

  
Charles D. Shelton  
Supervisor

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