

UPPER MIFFLIN TOWNSHIP  
455 WHISKEY RUN ROAD  
NEWVILLE, PA 17241

RE-ORGANIZATIONAL MEETING MINUTES  
JANUARY 3, 2022

The Board of Supervisors of Upper Mifflin Township met on Monday, January 3, 2022 at the Township Building, located at 455 Whiskey Run Road, Newville, PA 17241. Kingsley Blasco called the meeting to order at 6:35 pm.

**Present:** Heidi Clevenger, Heather Mitten, Kingsley Blasco, and Valerie Mowery

**Visitors:** Mark Wettstein, Todd Stought, Karen Doersom & Keith Doersom

Meeting

Heidi motioned to appoint Kingsley Temporary Chair, Kingsley seconded, all were in favor.

Heidi motioned to appoint Valerie Temporary Secretary, Kingsley seconded, all were in favor.

Heidi motioned to appoint Kingsley as Permanent Chair, Heather seconded, all were in favor.

Kingsley motioned to appoint Heidi as Permanent Vice Chairman of the Board, Heather seconded, all were in favor.

Heidi motioned to appoint Valerie as Permanent Secretary, Heather seconded, all were in favor.

Heidi motioned to appoint Valerie as Permanent Treasurer, Kingsley seconded, all were in favor.

Heidi motioned to move the mileage rate to .58.5 cents per mile, Kingsley seconded, all were in favor.

Kingsley motioned to set the Secretary/Treasurer's salary at a cap of \$25.00 per hour Heidi seconded: all were in favor. Heather and Heidi will discuss what the rate will be with Valerie and will take it back to Board for approval.

Kingsley motioned to set the Athletic Park Coordinator not to exceed \$200.00 per month and the cleaning not to exceed \$20.00 per hour, Heather seconded, all were in favor. Heather and Heidi will discuss what the rate will be with Lauren and will take it back to Board for approval.

Kingsley motioned to keep the Treasurer's Bond at \$400,000.00 upon the auditor's approval, Heidi seconded, all were in favor.

Heidi motioned to keep Kingsley Blasco as Road Master. Heather seconded; all were in favor.

Kingsley motioned to keep the current list of Road Workers and Road Crew, to include, Kingsley Blasco, Adam Cohick, Heidi Clevenger, Robert Shively, Jay Mowery and to add Wilbur Shenk, Marcus Burkholder Heather Mitten and Mark Wettstein. Heidi seconded; all were in favor.

Kingsley motioned to set the labor rate not to exceed \$20.00 per hour for the Road Crew, Heidi seconded; all were in favor. Upon The Auditors approval the Road Master's wage will be \$20.00 if approved.

Kingsley motioned to affirm the Supervisors employed by the township as Road Master/Road Crew Heidi seconded, all were in favor which will be Kingsley Blasco – Road Master and road crew as Heather Mitten and Heidi Clevenger.

Heidi motioned to re-appoint Allied Attorneys as the township Solicitors with Attorney, Stephanie Chertok, as the main point of contact, with the remaining attorneys of the firm to act in his place if she is unavailable. The compensation rate will be \$150.00 per hour the same rate as in 2021 Kingsley seconded; all were in favor.

Heidi motioned to re-appoint Martin & Martin as the township engineers with their current rate of compensation per letter dated November 22, 2021. Kingsley seconded; all were in favor.

Heidi motioned to re-appoint Vince Elbel as the township Sewage Enforcement Officer and Jim Maun as an alternate and keeping Vince's current fee schedule. Kingsley seconded; all were in favor.

Heidi motioned to appoint Karen Doersom as Chairman of the Vacancy Board, Kingsley seconded, all were in favor.

Kingsley motioned to re-appoint Robert (Bob) Shively, Jr., as the Emergency Management Coordinator. Heidi seconded; all were in favor.

Heidi motioned to re-appoint F&M Trust as the depository for the General Fund and Adams County National Bank as depository for the State Liquid Fuels Fund. Belco Federal Credit Union for the CD's account and Adams County National Bank for the depository of the Mifflin Gym. Kingsley seconded; all were in favor.

Kingsley motioned appoint Jay Mowery as the Land Use Permit Officer at the rate of \$25.00 per permit, Heidi seconded, all were in favor.

Kingsley motioned to re-appoint Commonwealth Code Inspection Service and Pennsylvania Municipal Code Alliance as Inspection Officers. Heidi seconded; all were in favor.

Kingsley motioned to appoint Valerie as representative to the Cumberland County Tax Bureau and Heidi as alternate, Heidi seconded, all were in favor.

Kingsley motioned to appoint Valerie as the Open Record Representative, Heidi seconded, all were in favor.

Heidi motioned to establish meetings for the second Tuesday of each month at 7:00 pm., and to publish the information in the local newspapers. The meeting dates for 2022 are as follows: February 8, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, Monday November 7 because election day falls on the second Tuesday and December 13, 2022. Kingsley seconded; all were in favor.

Kingsley motioned to certify Bob Shively as delegate to the State Association's annual convention in Hershey. Heidi seconded; all were in favor.

The Re-organizational meeting was adjourned at 7:00pm.

**The regular January 3, 2022 monthly meeting was called to order at 7:00 pm by Kingsley Blasco.**

**Approval of Minutes:** Heidi motioned to approve the December 14, 2021 minutes, Heather seconded, all were in favor.

**Acceptance of Treasurer's Report:** Heidi motioned to approve the December 14, 2021 treasurer's report, Kingsley seconded, all were in favor.

**Visitors:** Mark Wettstein, Todd Stought, Karen Doersom & Keith Doersom

Karen and Keith Doersom were Present to talk about the Township to look into getting a trash contract for the residents of Upper Mifflin Township. She gave a lot of useful information and after the Board listened to her, they decided they did not oppose the idea. Valerie is going to make some calls to South Hampton and to see how to begin the process of contracting with a Waste Hauler. The Doersom also brought up about the stop signs at Woods and Mountain Road. They are concerned people are not stopping. Kingsley mentioned for Valerie to call Newville Police Department to see if they can help the township out with the situation, she will bring it back to the next Board meeting.

Todd Stought had no comments and was simply visiting.

**Correspondence:**

Kingsley went over the correspondence and mentioned what was important and read the Christmas cards that were received.

**Gym:**

The attorneys mentioned that we should contact our insurance company that handles the gym to see if there is anything in the new policy that will not be covered under the insurance and also advised that we should make an ordinance and they are willing to start the process of the ordinance. Valerie is going to contact the insurance company and forward the information to the attorneys.

**Old Business:**

Valerie pointed out that there are still 11 people not in compliance with the 2021 Septic Pumping schedule. Valerie is going to double check to make sure that the list of people not pumped yet is correct and she will send the information to the lawyers so they can draft a letter and send it to them.

**New Business:**

Valerie mentioned that she is going to send out the District 2 septic pumping letters are due in the year 2022

Kingsley talked about starting a paving project on Gameland Road. He would like it to be this year's project, Heidi and Heather both agreed to start the process. Valerie is going to call Rick Levan to see what information he needs for the project to get the bid package started. They also talked about how they could receive additional monies for the project. The attorneys gave some advice on what they could do and they are going to check on some further information.

Kingsley made a motion for Resolution 22-1 to change the names on all of the banking paper work to Heidi Clevenger, Kingsley Blasco, Valerie Mowery & Heather Mitten removing Adam Cohick. Heidi seconded; all were in favor.

Kingsley made a motion to give a contribution to Newville Fire Co. \$10,00.00 for the year 2022 for their new water rescue unit, Heidi seconded; all were in favor.

**Solicitor's Report:**

The solicitors talked about their concerns under the Gym Business.

**Road Master Report:**

Kingsley reported that they did some snow plowing and that there was a new stop sign down that needed repair.

**Permit Report:**

There were 2 Land Use Applications, 2 Land Use Permits and 3 New Building Permits.

**Emergency Mgmt.:**

Bob gave his report and put a new grill and ladder on the new truck that they purchased and said the Firehouse banquet in Newville is going to be Saturday January 22 and Bob will be attending.

**Approval of Bills:**

Heidi made a motion to approve the bills for payment, Kingsley seconded; all were in favor.

**Additional Bills for Payment:**

Heidi made a motion to approve the additional bills for payment, Kingsley seconded; all were in favor.

**Adjournment:**

Kingsley made a motion to adjourn the meeting at 8:12 pm, Heidi seconded; all were in favor.

Secretary,

Valerie J. Mowery