

UPPER MIFFLIN TOWNSHIP  
455 WHISKEY RUN ROAD  
NEWVILLE, PA 17241

RE-ORGANIZATIONAL MEETING MINUTES  
JANUARY 3, 2023

The Board of Supervisors of Upper Mifflin Township met on Tuesday, January 3, 2023 at the Township Building, located at 455 Whiskey Run Road, Newville, PA 17241. Kingsley Blasco called the meeting to order at 7:05 pm.

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

**Visitors:** Harold Snyder, Larry Singer, Steve Wisner and Dereck Cassell

**Meeting**

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

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

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

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

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

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

Kingsley motioned to increase the mileage paid to employees when driving their private vehicles for township business to the IRS standard mileage rate of .65.5 per mile, Heidi seconded, all were in favor.

Heidi motioned to set the Secretary/Treasurer's salary at \$22.00 per hour Heather seconded: all were in favor

Heidi motioned to set the Athletic Park manager's pay at the current rate of \$150.00 per month and the cleaning wage at the current rate of \$18.00 per hour. Heather seconded it, all were in favor.

Heidi motioned to keep the Treasurer's Bond at \$400,000.00 upon the auditor's approval, Heather 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, Wilbur Shenk, Marcus Burkholder, Harold Snyder, Dave Gutshall, Shaun Gutshall & Steve Wiser. Heidi seconded; all were in favor.

Kingsley motioned to set the labor rate to \$22.00 per hour for the Road Crew, Heidi seconded; all were in favor. Upon The Auditors approval the Road Master's wage will stay at \$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 2022 Kingsley seconded; all were in favor.

Kingsley motioned to re-appoint Martin & Martin as the township engineers with their current rate of compensation per letter dated November 22, 2022. Heidi 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 passing Vince's 2023 rate per letter dated November 30, 2022. Kingsley seconded; all were in favor.

Kingsley motioned to appoint Steve Wiser as Chairman of the Vacancy Board, Heidi 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.

Kingsley 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. Heidi seconded; all were in favor.

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

Kingsley motioned to re-appoint Commonwealth Code Inspection Service and Pennsylvania Municipal Code Alliance as Inspection Officers. Heather 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.

Kingsley 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 2023 are as follows: February 14, March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 11 and December 12, 2023. Heidi 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 7:20 pm.

**The regular January 3, 2023 monthly meeting was called to order at 7:21 pm by Kingsley Blasco.**

**Approval of Minutes:** Kingsley motioned to approve the December 14, 2022 minutes, Heather seconded, all were in favor.

**Acceptance of Treasurer's Report:** Kingsley motioned to approve the December 14, 2022 treasurer's report, Heather seconded, all were in favor.

**Visitors:** Harold Snyder, Larry Singer, Steve Wiser and Dereck Cassell

Larry Singer was here to pass out his report and give the names of the current officers for Newburg Hopewell Fire Department.

Steve Wiser was present to ask why he was never asked to plow the roads. Kingsley explained that we have not had a big enough snow storms to have extra people plow but he will be on the list if there is ever a need for the crew to work around the clock.

Dereck Cassell was just visiting.

**Correspondence:**

Kingsley went over the correspondence and mentioned what was important.

**Gym:** Lauren was not present and had nothing new to report.

**Old Business:**

Valerie pointed out that there are still some residents not in compliance with the 2022 Septic Pumping schedule. Valerie is going to double check to make sure that the list of people who have 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 3 septic pumping letter property owners who are due to pump their septic tanks in the year 2023

Kingsley made a motion to pay Newville borough the Workers compensation reimbursement for Fire & Ems, Heidi seconded it, all were in favor.

Kingsley made a motion for Resolution 23-2 to change the names on the Belco CD account to Heidi Clevenger, Kingsley Blasco, Valerie Mowery & Heather Mitten removing all the people that are on it now.

Gehman Land Development plan was tabled until the Planning Commission passes it.

**Solicitor's Report:** The Solicitors were not present due to heavy Fog.

**Road Master Report:**

Kingsley reported that they the Township needs to make a partial payment to Recon and will talk later to the Board to see what they should pay them until the road is to their satisfaction.

Harold said the trucks are ready for the winter weather and that the snow plows are on the correct trucks.

Kingsley reported that the berms need completed on Gameland Rd.

**Permit Report:**

There were 1 Land Use Applications, 2 Land Use Permits and 2 Building Permits and 2 Certificate of Occupancy issued.

**Emergency Mgmt.:**

Bob was not present due to other obligations.

**Approval of Bills:**

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

**Additional Bills for Payment:**

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

**Adjournment:**

Kingsley made a motion to adjourn the meeting at 7:40 pm, Heidi seconded; all were in favor.

Secretary,

Valerie J. Mowery