

**SOUTH FRANKLIN TOWNSHIP**  
**BOARD OF SUPERVISORS**  
South Franklin Township Municipal Building  
Organizational Meeting  
Agenda

**January 3, 2023**  
**4:30 PM**

PLEDGE OF ALLEGIANCE

Nominate temporary Chair STANEK nominates STANEK second LEIBHART motion carried 2-0

Call to order

Appoint Chair of the Board of Supervisors Motion by LEIBHART to appoint BRIENNA GADANI. Second Stanek 2-0

Appoint Vice-Chair of the Board of Supervisors Motion by LEIBHART nominates STANEK. Second STANEK motion carried 2-0

Motion to reappoint Township Administrator Kellie Orlosky at rate established in 2023 General Fund Budget LEIBHART STANEK motion carried 2-0

Motion by LEIBHART to reappoint Township Manager Tyler Linck at rate established in 2023 General Fund Budget Second by STANEK motion carried 2-0

Motion by LEIBHART to set Treasurer's Bond at \$ 750.000 Second by STANEK motion carried 2-0

Motion by LEIBHART to reappoint James Jeffries as Township Solicitor for the year 2023 with a retainer of \$ 250.00 per month plus billable hours Second by STANEK motion carried 2-0

Motion by LEIBHART to designate Chuck Anderson as Crew Leader at the rate established by the Union Contract Second by STANEK motion carried 2-0

Motion by LEIBHART to retain Nancy May as the custodian for the Community Building and Pavilions and appoint office staff to clean the secured area of the Municipal Building at the rate established in the 2023 General Fund Budget Second by STANEK motion carried 2-0

Motion by LEIBHART to reappoint Code/Zoning Officer Fred Pozzuto at rate established in the 2023 General Fund Budget Second by STANEK motion carried 2-0

Motion by LEIBHART to approve the hiring of a groundskeeper for the summer of 2023 at the rate of \$ 11.00 per hour Second by STANEK motion carried 2-0

Motion by LEIBHART to set 2023 Commission rate for the Real Estate Collector at 3% on all real estate collected, including penalties and prior year taxes Second by STANEK motion carried 2-0

**Organization Agenda  
January 3, 2023**

Motion by LEIBHART to retain Tom Bibby (Wastewater Systems) as the Sewage Treatment Plant Operator at the rate established in the 2023 Sewage Budget Second by STANEK motion carried 2-0

Motion by LEIBHART to appoint Bankson Engineers, Inc. as Sewage Engineers and Gateway Engineers as Road Engineers for the year 2023 Second by STANEK motion carried 2-0

Motion by LEIBHART to set Park Board Treasurer's Bond at \$ 25,000 Second by STANEK motion carried 2-0

Motion by LEIBHART to set meeting dates for the Board of Supervisors for the first Tuesday of the month at 4:30PM and the planning meeting for the last Tuesday of the month at 4:30 PM for the year 2023 Second by STANEK motion carried 2-0

Motion by LEIBHART to establish office hours as 8:30 AM to 4:30 PM Monday – Friday closed 12:30 – 1:30 PM for lunch Second by STANEK motion carried 2-0

Motion by LEIBHART that all checks issued by the Township must be signed by three of the four authorized signers Second by STANEK motion carried 2-0

Motion by LEIBHART to retain Pittsburgh National Bank as depository for the Township General Fund and the Pennsylvania Local Government Investment Trust and Community Bank for investing of idle funds Second by STANEK motion carried 2-0

Motion by LEIBHART to approve 2023 Employee Policy as submitted Second by STANEK motion carried 2-0

Motion by LEIBHART to retain Washington County Sewage Council as the sewage authority Second by STANEK motion carried 2-0

Motion to reappoint the UCC Appeal Board member (1 VACANCY)

Motion to reappoint Park and Recreation Board Member (James Pond and Geoffrey Wise) to another 5-year term TABLED

Motion by LEIBHART to reappoint Planning Commission Board members (Kristen Jones and Justin Mankey) to another 4-year term Second by STANEK motion carried 2-0

Motion by LEIBHART to reappoint Zoning Hearing Board members (Vickie Group) to another 4-year term Second by STANEK motion carried 2-0

Motion by LEIBHART to reappoint HMT and Associates, Inc. for the Township UCC Code Inspector Second by STANEK motion carried 2-0

**Organization Agenda  
January 3, 2023**

Motion by LEIBHART to approve Board of Supervisors, Township Administrator, Township Manager and Roadcrew Leader to attend the 2023 Pennsylvania State Association of Township Supervisors Conference with mileage and meal reimbursement Second by STANEK motion carried 2-0

Motion by LEIBHART to approve Board of Supervisors, Township Administrator and Township Manager to attend the 2023 County Association Conference Second by STANEK motion carried 2-0

Motion by LEIBHART to appoint a voting delegate of Township Manager to the Pennsylvania State Association of Township Supervisors Second by STANEK motion carried 2-0

Motion by LEIBHART to set the rate for mileage reimbursement to match the IRS Mileage rated schedule (set at 62.5 for 2023) Second by STANEK motion carried 2-0

Motion by LEIBHART to approve, subject to approval of the Board of Auditors to establish the amount of coverage for elected officials for the Dental Cost Reimbursement Plan as \$ 1,300.00 for the year 2023 Second by STANEK motion carried 2-0

Motion by LEIBHART to comply with the Pension ordinance requiring employees to contribute three percent (3%) of their gross earnings in 2023 to the Non-Uniformed Pension Plan Second by STANEK motion carried 2-0

Motion to adjourn by LEIBHART second by STANEK motion carried 2-0

**Reorganization meeting adjourned**