

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

**January 2, 2024**  
**4:30 PM**

PLEDGE OF ALLEGIANCE

Visitors: Justin Mankey & Matt Keith

Nominate temporary Chair – Motion by Stanek to nominate Leibhart. Second by Gadani. Motion carried 3-0.

Appoint Chair of the Board of Supervisors – Motion by Gadani to appoint Daniel Stanek. Second by Leibhart. Motion carried 3-0.

Appoint Vice-Chair of the Board of Supervisors – Motion by Stanek to appoint Robert Leibhart. Second by Gadani. Motion carried 3-0.

Motion to reappoint Township Administrator Kellie Orlosky at rate established in 2024 General Fund Budget

Motion to reappoint Township Manager Tyler Linck at rate established in 2024 General Fund Budget

Motion to set Treasurer's Bond at \$750,000

Motion to reappoint James Jeffries as Township Solicitor for the year 2024 with a retainer of \$250.00 per month plus billable hours

Motion to designate Brian Sprows as Crew Leader at the rate established by the Union Contract

Motion 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 2024 General Fund Budget

Motion to reappoint Code/Zoning Officer Fred Pozzuto at rate established in the 2024 General Fund Budget

Motion to approve the hiring of a grounds keeper for the summer of 2024 at the rate of \$ 12.00 per hour

Motion to set 2024 Commission rate for the Real Estate Collector at 3% on all real estate collected, including penalties and prior year taxes

**Organization Agenda  
January 2, 2024**

Motion to retain Tom Bibby Wastewater Systems as the Sewage Treatment Plant Operator at the rate established in the 2024 Sewage Budget

Motion to appoint Bankson Engineers, Inc. as Sewage Engineers and Gateway Engineers as Road Engineers for the year 2024

Motion to set Park Board Treasurer's Bond at \$ 25,000

Motion 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 2024

Motion to establish office hours as 8:30 AM to 4:30 PM Monday – Friday, closed 12:30 – 1:30 PM for lunch

Motion that all checks issued by the Township must be signed by three of the four authorized signers

Motion 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

Motion to approve 2024 Employee Policy as submitted

Motion to retain Washington County Sewage Council as the sewage authority

Motion to reappoint the UCC Appeal Board members

Motion to reappoint Park and Recreation Board Member to another 5-year term - **TABLED**

Motion to reappoint Planning Commission Board members to another 4-year term

Motion to reappoint Zoning Hearing Board members to another 4-year term

Motion to appoint United Code Consultants for the Township UCC Code Inspector

Motion to approve Board of Supervisors, Township Secretary, Township Manager and Roadcrew Leader to attend the 2024 Pennsylvania State Association of Township Supervisors Conference with mileage and meal reimbursement

Motion to approve Board of Supervisors, Township Secretary and Township Manager to attend the 2024 County Association Conference

Motion to appoint a voting delegate of Township Manager to the Pennsylvania State Association of Township Supervisors

**Organization Agenda  
January 2, 2024**

Motion to set the rate for mileage reimbursement to match the IRS Mileage rated schedule set at 65.5 for 2024

Motion 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 2024

Motion to comply with the Pension ordinance requiring employees to contribute three percent 3% of their gross earnings in 2024 to the Non-Uniformed Pension Plan

Motion by Gadani to accept all as written except to table Parks and Recreation appointments. Second by Leibhart. Motion carried 3-0.

Motion to adjourn by Leibhart. Second by Gadani. Motion carried 3-0.

**Reorganization meeting adjourned**