

SWATARA TOWNSHIP  
REORGANIZATION MEETING      BOARD OF COMMISSIONERS      JANUARY 2, 2018

1. Vote for President Pro Tempore: Commissioner Boudier announced that he would be serving as President Pro Tempore.
2. Call to Order: The Reorganization Meeting of the Swatara Township Board of Commissioners was called to order at 7:00 p.m. on January 2, 2018, at the Swatara Township Administration Building, 599 Eisenhower Boulevard, Harrisburg, PA 17111.
3. Pledge of Allegiance: Dillon MacDonald and Thomas Goodhart of Cub Scout Pack 36 led the Pledge of Allegiance with the audience participating.
4. Invocation: Commissioner Troxell gave the invocation.
5. Announce Executive Session: Commissioner Elect Tom Connolly announced an executive session was held prior to the reorganization meeting to discuss a personnel issue. The agenda was modified to add Item 12F, Manager, as well as item 17C, Insurance Approval.
6. Meeting Purpose: President Pro Tempore Boudier stated tonight's meeting purpose is to reorganize the Swatara Township Board of Commissioners, to swear in newly elected Commissioners and other officials, to make committee assignments, to make appointments to boards, commissions and authorities, and any other business.
7. Recognition of Dignitaries: President Pro Tempore Boudier recognized the following former commissioners in the audience: Patrick Horner, Bob Spandler, George Milakovic, Paul Johnson, Joe Erbel, and Tony Spagnolo. Commissioner Elect Connolly welcomed Carl Singleton, from the City of Harrisburg, Chief Advisor to Mayor Papenfuse. Commissioner Elect Zubeck welcomed her guests to the meeting. In particular her mother, husband, Sofia and DJ (her two children), her sister-in-law, brother-in-law, and her mother-in-law, Peggy.
8. Introduction of District Justice Michael J. Smith: President Pro Tempore Boudier introduced District Justice Michael J. Smith, who will administer the oaths of office.
9. Administration of Oaths of Office to Commissioners Elect and Tax Collector: District Justice Smith administered the oath of office to each of the following recently elected commissioners: Thomas Connolly and Christine Zubeck; and the tax collector Joseph Donato.
10. Election of Officers: Board of Commissioners
  - A. President: Commissioner Troxell nominated Thomas Connolly as Board President, seconded by Commissioner Boudier. Commissioner Troxell made a motion to close nominations for president, seconded by Commissioner Boudier. A roll call vote was taken with Commissioners Boudier, Connolly, Troxell, and Varner voting yes, Commissioner Zubeck voting no. The motion carried.
  - B. Vice President: Commissioner Connolly nominated Ed Troxell as Vice President, seconded by Commissioner Boudier. Commissioner Connolly asked for a vote to elect Ed Troxell Vice President. A roll call vote was taken with Commissioners Boudier, Connolly, Troxell and Varner voting yes, Commissioner Zubeck voting no. The motion carried.

11. Seating of Commissioners: The seating of the Commissioners is as follows: From the President's far right - Commissioners Varner, Troxell, Connolly, Boudier, Zubeck.
12. Roll Call: The following members of the Board were present: Commissioners Varner, Connolly, Troxell, Boudier and Zubeck.
13. Appointments: President Connolly called for appointments to the following positions:
  - A. Township Secretary: Commissioner Troxell nominated Mrs. Earline Bowser for the position of Township Secretary. Commissioner Zubeck nominated Dolores Rubinic as Township Secretary. President Connolly asked for votes for Mrs. Bowser. Commissioners Troxell, Connolly and Boudier voted in favor, Commissioners Zubeck and Varner voted no. Mrs. Bowser was appointed to the position of Township Secretary.
  - B. Township Treasurer: Commissioner Connolly nominated Jim Fosselman for the position of Township Treasurer. All Commissioners were in favor of appointing Jim Fosselman to the position of Township Treasurer.
  - C. Solicitor: Commissioner Troxell nominated Scott Wyland for the position of Township Solicitor. All Commissioners were in favor of electing Scott Wyland to the position of Township Solicitor.
  - D. Township Engineer: Commissioner Connolly nominated Bony Dawood for the position of Township Engineer. All Commissioners were in favor of electing Bony Dawood to the position of Township Engineer.
  - E. Sergeant-At-Arms: Commissioner Boudier nominated Police Chief Darrell Reider for the position of Sergeant-At-Arms. All Commissioners were in favor of appointing Police Chief Darrell Reider to the position of Sergeant-At-Arms.
  - F. Manager: Commissioner Connolly nominated Jim Fosselman for the position of Manager. All Commissioners voted in favor of appointing Jim Fosselman to the position of Township Manager. The current Township Manager, Jan LeBlanc will give up her duties on January 2 and termination of employment will be effective February 11, 2018. President Connolly asked Commissioners to vote in favor of not renewing the current Manager's contract and send a letter to Ms. LeBlanc between now and January 11 giving her a 30 day notice of her effective date of termination of February 11, 2018. All Commissioners voted in favor of not renewing the contract and sending a notification letter to the current Manager. President Connolly asked Commissioners to vote in favor of making Jim Fosselman the Interim Manager until February 11 when the current Manager's contract expires. All Commissioners voted in favor.
14. Swearing In of Other Officials: Oaths of office were administered by District Justice Smith to the following officials: Earline Bowser, Township Secretary and Scott Wyland, Township Solicitor.
15. Rules of Order: Commissioner Connolly made a motion to follow Robert's Rules of Order, 11<sup>th</sup> Edition, during Board meetings, seconded by Commissioner Troxell. Motion carried unanimously.
16. Committee Assignments: The 2018 Committee Assignments are as follows:  
Budget & Finance and Planning & Codes: Troxell  
Police, Fire and Emergency Services: Connolly  
Highway and Capital Facilities: Zubeck

Recreation: Connolly  
Communication & Grants: Varner  
Personnel: Boudier

17. Other Appointments

A. Boards, Commissions and Authorities:

Commissioner Boudier made a motion to reappoint Charles Bowser to the Planning Commission. All Commissioners voted unanimously to retain Mr. Bowser.

Commissioner Troxell nominated Chad Martin to the Planning Commission. All Commissioners voted unanimously to appoint Mr. Martin.

President Connolly nominated Patrick Horner to the Planning Commission. Commissioner Zubeck nominated Paul Lloyd to the Planning Commission. The majority of the Board voted to appoint Mr. Horner to the Planning Commission, Commissioners Zubeck and Varner voted no.

Commissioner Troxell nominated Karen Bear for reappointment to the Planning Commission. All Commissioners voted unanimously to retain Mrs. Bear.

President Connolly nominated Richard Murphy III for reappointment to the Swatara Township Authority Board. All Commissioners voted unanimously to retain Mr. Murphy.

Commissioner Boudier nominated Phil Bear for reappointment to the Zoning-Hearing Board. All Commissioners voted unanimously to retain Mr. Bear. A resolution will be prepared for this reappointment.

President Connolly appointed Commissioner Zubeck as delegate to the Capital Area Council of Governments. President Connolly will serve as alternate.

Commissioner Boudier nominated Nicholas Dininni for reappointment to the Vacancy Board. All Commissioners voted unanimously to retain Mr. Dininni.

President Connolly nominated Jim Fosselman for reappointment to the Dauphin County Tax Collection Committee. All Commissioners voted unanimously to retain Mr. Fosselman. President Connolly nominated Ed Troxell to serve as alternate on the Committee. All Commissioners voted unanimously for Mr. Troxell to serve as alternate.

President Connolly nominated Ed Troxell to be the Authority Liaison. All Commissioners voted unanimously for Mr. Troxell to serve as liaison.

18. Any Additional Business

A. Consideration of Ordinance: Providing Codes Services to Paxtang Borough:

Commissioner Troxell made a motion to approve the Intergovernmental Agreement for Code Enforcement Office Services with Paxtang Borough pursuant to the Intergovernmental Cooperation Law. Commissioner Boudier seconded the motion. Motion carried unanimously. Ordinance 2018-01.

B. Consideration of Resolution: Fee Schedule for 2018: Commissioner Boudier made a motion to accept the 2018 fee schedule, seconded by Commissioner Troxell.

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Commissioner Varner questioned the need for the fee increases. Zoning Director Ihlein said the fee schedule was established to have all fees listed on one resolution. The fees are established to make sure the township is competitive with other municipalities and that costs are covered. Commissioner Zubeck asked how much money the increased fees would generate. President Connolly said we are being billed by a third party agency right now and we are only recovering those costs. Mr. Ihlein said no dollar amount has been anticipated. This is not a revenue generator for the Township, we are just recovering third party costs. Commissioner Zubeck will vote no to this resolution because of lack of information. Commissioner Varner would like to see the costs affiliated with the third party code inspections. Commissioners Connolly, Troxell and Boudier voted for the resolution, Commissioners Zubeck and Varner voted no. Resolution passed. Resolution 2018-02

- C. Insurance Approval: Jim Fosselman received a quote from the former insurance carrier, depicting an 8.4% increase. He received a proposal from the fire insurance carrier for the same coverage. The cost savings is \$25,434. Commissioner Troxell made a motion to go with the insurance company that will save the taxpayers \$25,434, seconded by President Connolly. Motion passed unanimously.

19. Public Comment:

- A. Brian Faleshock, 966 Lark Drive: Read a notice of public hearing for the Central Dauphin School Board regarding the proposed West Hanover Elementary School.
- B. Anthony Spagnolo, 291 North 50<sup>th</sup> Street: Wanted to make sure that Dolores Rubinic, who was the Township Secretary for over twenty years and did not get reappointed this evening, gets the recognition she deserves. He would like to see her name on the Wall of Honor.

20. Commissioners Requests and Comments, Additional Business and Correspondence:

- A. Commissioner Zubeck: Thanked everyone for coming to the meeting. She looks forward to serving the residents for the next four years
- B. Commissioner Varner: Congratulations to Commissioner Zubeck and everyone that was reappointed and sworn in this evening.
- C. Commissioner Boudier: Congratulated Commissioner Zubeck and President Connolly. Thanked Dee Rubinic for her service. He wished everyone a happy new year.
- D. Commissioner Troxell: He let Jan LeBlanc know how much he appreciated her service. He hopes to see the ward system come back intact. He congratulated Commissioner Connolly for his new position as President of the Board. He congratulated Commissioner Zubeck. Happy new year to everyone.
- E. Commissioner Connolly: Said he was honored to be the President of the Board. He thanked Dolores Rubinic, Jan LeBlanc and everyone else who served the Board on a committee or board for their service. He thanked the volunteer fire service, police department and highway department for their dedicated service to the community.

21. Benediction: Commissioner Troxell gave the Benediction.

22. Social Announcement: There are refreshments downstairs. All are invited to partake.

23. Adjournment: Commission Connolly made a motion to adjourn, seconded by Commissioner Troxell. Motion carried unanimously. The Reorganization Meeting adjourned at 8:19 p.m.

Commissioner Christine L. Zubeck

Swatara Township

Statement for the Public Record for Item No. 17-B on the Agenda for January 2, 2018

The budget was passed in December by ordinance and things like this should be done along with the budget.

The public has a right to know when a fee increase is being proposed. Even if such an increase is justifiable, I cannot offer my support for something like this, which is not implemented by going through the budget process, or even announced to the public prior to taking a vote. Aligning such increases with the budget is most logical.

It would be disingenuous for this Board to pass fee increases by Resolution less than a month after the budget was passed.

*Jan 2 2018*