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**2011**

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**RE-ORGANIZATION MEETING  
January 3, 2011**

The annual re-organization meeting of the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania, was called to order at the Township Municipal Building, 3630 Jacksonville Road, Bethlehem, Pennsylvania 18017, at 7:00 P.M. by the presiding Chairman, Mr. John N. Diacogiannis.

Present were Supervisors Diacogiannis, Salvesen, Nagle, Tanczos, and Walbert.

The Pledge of Allegiance was performed.

The first order of business is to organize the Board of Supervisors.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to appoint John N. Diacogiannis as Chairman of the Board of Supervisors for the year 2011.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Mr. Diacogiannis thanked the Board for their confidence and support.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to appoint Glenn R. Walbert as Vice-Chairman of the Board of Supervisors for the year 2011.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Mr. Walbert thanked the Board for their confidence and support.

Mr. Diacogiannis asked for a moment of silence for Derek W. Graffis, a member of the Hanover Township Volunteer Fire Company who recently passed after his courageous battle against leukemia.

Mr. Nagle motioned, seconded by Mr. Salvesen, to move the Agenda and to cast an affirmative vote following each of the motions. After a brief discussion and a directive from Mr. Diacogiannis to send a letter to Mr. Birdsall on behalf of the Board for thirty-eight years of service as Township Engineer the motion carried unanimously.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to re-appoint Mr. James Broughal, representing the Law Firm of Broughal & DeVito, L.L.P., as Township Solicitor for the year 2011 at the rate of \$125.00 per hour as stated in his letter dated August 10, 2010, a copy of which is attached and made part of the minutes, for all work as well as \$125.00 per hour for the attendance at any meeting. The fee of \$125.00 per hour for meetings is extended to an associate of the Broughal & DeVito, L.L.P. in the absence of Mr. Broughal.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr.

Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to appoint Mr. Brien R. Kocher representing Hanover Engineering Associates as the Township Engineer for the year 2011 with a retainer fee of \$210.00 per month. This retainer fee represents payment for regularly scheduled meetings of the Board of Supervisors and the Planning Commission and engineering and advice and assistance of a general nature. The retainer fee also represents payment for an associate of the firm who attends in Mr. Kocher's absence. All other time spent by Mr. Kocher or an associate of Hanover Engineering on Township matters shall be noted by assigned work orders and work order numbers and charged at rates set forth in the 2011 fee schedule, submitted by Mr. Kocher with his cover letter dated August 19, 2010, a copy of which is attached and made part of the minutes.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to re-appoint Mr. Theodore Lewis as Solicitor to the Zoning Hearing Board. The time spent by Mr. Lewis on Zoning Hearing Board matters is to be assigned subject designations and charged to the designated subject at a rate of \$125.00 per hour.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to renew the authorization for the Secretary or the Assistant Secretary to attend the Board of Supervisors meetings at \$50.00 per meeting.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to renew the authorization for the Planning Commission to retain clerical and secretarial services for attendance and preparation of minutes required by the Planning Commission at \$40.00 per meeting and at an hourly rate of \$11.50 per hour for other services as approved by the Planning Commission Chairman. Total cost of such services for the calendar year 2011 shall not exceed \$1,600.00. A copy of this motion is to be sent to the Chairman of the Planning Commission by the Secretary.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved compensation at the mileage rate established by the Internal Revenue Service to employees and Supervisors required to use their own vehicles for Township business.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved compensation for Crossing Guards at the rate of \$13.20 per hour with the rate being apportioned between the Bethlehem Area School District and Hanover Township as per the 1980 Agreement.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr.

Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved the hiring of snow emergency help at the rate of up to \$19.00 per hour for individuals with CDL licenses and up to \$15.50 per hour for all others. Hiring is at the discretion of the Township Manager.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved the following paid Holiday schedule for 2011 for all Township and Community Center full-time employees.

Floating Day (MLK Birthday, Washington's Birthday, Columbus Day, Election Day or Veterans Day)

Good Friday (4/22/2011)

Memorial Day (5/30/2011)

Independence Day (7/4/2011)

Labor Day (9/5/2011)

Thanksgiving Day (11/24/2011)

Friday after Thanksgiving (11/25/2011)

Christmas Eve (12/23/2011)

Christmas Day (12/26/2011)

New Years Eve (12/30/2011)

New Years Day (1/2/2012)

Paid holidays do not mean the Community Center will be closed those days. On selective holidays as determined by the Recreation Director and Township Manager, hours may be shortened.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved the following paid Holidays for Crossing Guards for the calendar year 2011 as follows:

Good Friday (4/22/2011)

Memorial Day (5/30/2011)

Thanksgiving Day (11/24/2011)

Unless any of these days are designated legal school days by the Bethlehem Area School District or a parochial school attended by a Hanover resident.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved to re-appoint Mr. Jeffrey T. Huff #01900, Ms. Janice S. Buskirk #01762, Mr. Christopher A. Taylor #03138, Mr. Brien R. Kocher #02475 and Mr. Jacob A. Schray #03134 as State Sewage Enforcement Officers for Hanover Township.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved to re-appoint Mr. Robert Van Why, Jr. as the Hanover Township Fire Marshal. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved to re-appoint Mr. Michael Podhayny, Jr. as the Hanover Township Assistant Fire Marshal. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved to appoint the Township Manager, and in the absence of the Township Manager, the Public Works Director, as purchasing officers with a purchase authorization to a maximum of \$15,000.00. Purchases in excess of \$15,000 require the approval of the Chairman of the Board of Supervisors, followed by authorization of the entire Board. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved to re-appoint Joseph J. Hilton to the Planning Commission for a four-year term to expire January 1, 2015. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously voted to approve compensation for each member of the Planning Commission at \$300.00 annually, paid quarterly. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously approved to re-appoint Barbara L. Baldo, Esq. to the Special Events Committee for three-year term to expire January 1, 2014. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously approved to re-appoint Joan Rosenthal to the Zoning Hearing Board for a three-year term to expire January 1, 2014. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously voted to approve compensation for each member of the Zoning Hearing Board at \$300.00 annually, paid quarterly. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously approved to re-appoint Robert Roll and Sallie A. Bartos to the Recreation Advisory Board for a three-year term to expire January 1, 2014.  
Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously approved to re-appoint Linda Young-Bandala to the Shade Tree Advisory Commission for a three-year term to expire January 1, 2014.  
Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Nagle, the Board unanimously approved to re-appoint Mr. Robert J. Schoenen, Jr. as the Township Representative and Mr. John J. Finnigan, Jr. as Alternate to the Bethlehem Area Public Library Board.  
Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Nagle, the Board unanimously approved to re-appoint Supervisor Walbert and Mr. John J. Finnigan, Jr. as Township Representatives to the 248 Brodhead Road Operating Committee for the year 2011.  
Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Nagle, the Board unanimously approved to adopt the following Resolution regarding the Township Manager's wages.  
Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

#### RESOLUTION 11-01

WHEREAS, Section 1301 (b) of the Second Class Township Code, P.L. 350, No. 60, as amended, requires that the Board of Supervisors establish the compensation of the Township Manager by Resolution.

THEREFORE BE IT RESOLVED AND IT IS HEREBY RESOLVED on this day that compensation for the office of Township Manager of Hanover Township, Northampton County, be fixed at an annual salary of \$102,520.27 per year, payable from the general fund of the Township. Effective date of salary is January 1, 2011.

Any resolution or part of this resolution conflicting with any other resolution shall be and the same is hereby repealed insofar as the same affects this resolution.

Upon a motion of Mr. Tanczos, seconded by Mr. Nagle, the Board unanimously approved to adopt the following Resolution for Township Depositories.  
Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

### RESOLUTION 11-02

WHEREAS, Section 708 of the Second Class Township Code requires the designation of depositories for Township funds on an annual basis; and

WHEREAS, security is not required from those institutions insured by the Federal Deposit Insurance Corporation or the Commonwealth Credit Union Share Insurance Fund or their successor agencies unless the amount of any deposits are in excess of the insured limits.

Be it resolved and it is hereby resolved that the following institutions are designated as depositories for Township funds for the year 2011:

National Penn Bank, 1605 N. Cedar Crest Boulevard, Allentown, PA 18104;

Susquehanna Bank D V, 101 S. Bryn Mawr Avenue, P. O. Box 190, Bryn Mawr, PA 19010

Embassy Bank for the Lehigh Valley, 100 Gateway Drive, Bethlehem, PA 18017;

Lafayette Ambassador Bank, 360 Northampton Street, P. O. Box 25091, Lehigh Valley, PA 18002-5091; and

Any resolution or part of a resolution conflicting with this resolution and the same is hereby repealed insofar as the same affects this resolution.

Also to authorize the Secretary to forward a letter to this bank advising them that the Board has designated them as a Township depository and request that the banks state their policy pledging assets against municipal deposits.

Upon a motion of Mr. Tanczos, seconded by Mr. Nagle, the Board unanimously approved to authorize the Chairman, Vice Chairman, Township Manager or Treasurer to co-sign checks drawn on Township funds.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Nagle, the Board unanimously approved to authorize the Secretary-Treasurer to duly advertise in a local newspaper, that the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania will hold their regularly scheduled monthly meetings as follows: January, February, March, April, May, June, September, October and November on the second and fourth Tuesday of each month; July and August the fourth Tuesday of the month and December the third Tuesday of the month.

All meetings will be held at the Township Municipal Building, 3630 Jacksonville Road, Bethlehem, Pennsylvania and are scheduled to start at 7:00 P.M. unless

otherwise advertised. All meetings are open to the public; further, that the Secretary-Treasurer be authorized to advertise the scheduled meetings of all other Boards, Commissions and Committees for 2011. Meetings of other Boards, Commissions and Committees cannot be moved or altered without the approval of the Chairman of the Board of Supervisors or Township Manager.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to appoint Supervisor Diacogiannis as the voting delegate to the Pennsylvania State Association Convention of the Second Class Townships with Supervisor Walbert as the alternate delegate.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to re-appoint Supervisor Walbert as the delegate to the Northampton County Association of Township Officials.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to appoint the members of the Board of Supervisors for 2011 as Roadmasters for the following Districts:

Supervisor Tanczos	District #4
Supervisor Salvesen	District #3
Supervisor Diacogiannis	Districts #6
Supervisor Walbert	District #2
Supervisor Nagle	District #1 & 5

Districts are outlined on a map attached at the end of these minutes.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to re-appoint Glenn Walbert as the representative for Hanover Township to the Colonial Regional Police Commission and to re-appoint John Diacogiannis as alternate.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to adopt the following Resolution for Supervisors responsibilities acting as Roadmasters.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

#### RESOLUTION 11-03

WHEREAS, the Township Solicitor has indicated to the Board of Supervisors that

pursuant to Section 602(C) of the Second Class Township Code, that the Board of Supervisors may delegate certain responsibilities as outlined in Section 2302 to Supervisors acting as Roadmasters.

Be it resolved and it is hereby resolved that the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania hereby issues a general order of the Board of Supervisors requiring that Supervisors serving as Roadmasters shall be responsible for all such items designated in Section 2302 (1), (2) & (3) of the Second Class Township Code including, but not limited to, the review of all plans and construction with regard to municipal facilities and responsible for the handling of all citizen complaints and responsibility of all other matters that may be delegated to Supervisors pursuant to Second Class Township Code at such times other than official meetings of the Board of Supervisors.

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to adopt the following Resolution for the Compensation of the Tax Collector. Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

#### RESOLUTION 11-04

WHEREAS, Section 35 of the Local Tax Collection Law (72 PS Section 5511.35) provides that the tax collector in Townships of the Second Class shall receive as compensation for the collection of Township Taxes, salary, wages or a commission on all such taxes to be fixed by the taxing authorities levying such taxes not exceeding per centum of the amount collected; and

WHEREAS, for the collection of Township Taxes, the tax collector shall be allowed by the taxing authorities, needful expenditures for printing, postage, books, blanks and forms; and

WHEREAS, Section 36.1 of the same act further provides that the taxing authorities set the compensation for the office of tax collector.

THEREFORE BE IT RESOLVED AND IT IS HEREBY RESOLVED on this day that compensation for the office of tax collector of Hanover Township, Northampton County, be fixed at the rate of fifty (\$50.00) for the fiscal year 2011, and be it further

RESOLVED that the Township shall make payment or otherwise provide for printing, postage, books, blanks and forms as required in the duties of this office.

Any Resolution or part of this resolution conflicting with any other resolution shall be and the same is hereby repealed insofar as the same affects this resolution.

#### RESOLUTION 11-05

Upon a motion of Mr. Nagle, seconded by Mr. Tanczos, the Board unanimously approved to adopt the following Resolution appointing Berkheimer as Deputy Tax Collector for Hanover Township.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

**A RESOLUTION OF THE GOVERNING BOARD OF HANOVER TOWNSHIP –**



**NORTHAMPTON COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO EXECUTE AN AGREEMENT WITH BERKHEIMER WHEREUNDER BERKHEIMER IS APPOINTED AS THE DEPUTY TAX COLLECTOR FOR THE COLLECTION OF REAL ESTATE TAXES FOR THE TERM HEREIN DEFINED, TOGETHER WITH SUCH EXTENSIONS AS MAY BE AGREED UPON, SAID TAX ENACTMENT HAVING BEEN ADOPTED UNDER AND PURSUANT TO THE AUTHORITY OF THE PENNSYLVANIA LOCAL TAX COLLECTION LAW.**

WHEREAS, 72 P.S. §5453.201 allows for the imposition of a tax upon real estate; and

WHEREAS, **Hanover Township – Northampton County**, by Resolution and/or Ordinance, has levied, assessed and provided for the collection of such Real Estate Tax; and

WHEREAS, Section 22 of the Local Tax Collection Law, 72 P.S. §5511.22, allows **Hanover Township – Northampton County** and its tax collector to appoint in writing one or more tax collectors to receive and collect taxes in a like manner and with like authority as the tax collector appointing them; and

WHEREAS, **Hanover Township – Northampton County**, and Berkheimer negotiated an Agreement whereby and whereunder it will hire Berkheimer as a deputy tax collector to collect taxes for **Hanover Township – Northampton County**,

**THEREFORE, BE IT RESOLVED** that:

1. **Hanover Township – Northampton County** hereby **appoints BERKHEIMER** as its **tax collector** of its **REAL ESTATE TAX** for the initial term commencing **January 1, 2011** and ending **December 31, 2011**, and any subsequent renewal terms thereafter. This appointment resolution shall be deemed to encompass any renewal terms agreed upon by the parties without further reenactment of this resolution or re-appointment.

2. Further, **The Board of Supervisors of Hanover Township – Northampton County** APPROVES AND ADOPTS the Agreement negotiated with Berkheimer for the collection of the REAL ESTATE TAX.

3. Any resolution or part of this resolution conflicting with the provisions of this resolution be and the same are hereby repealed to the extent of such conflict.

ENACTED into a RESOLUTION this **3<sup>rd</sup>** day of **January, 2011**.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously approved to authorize the Secretary to send letters to all newly appointed, resigning or retiring members of Boards or Commissions notifying them of their appointments, or thanking them for their services during their terms of office.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously approved to authorize the Secretary to send letters to all Boards, Commissions or Committees advising them of their budget allocations for 2011. Expenditure of funds requires the approval of the Township Manager.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Tanczos, seconded by Mr. Walbert, the Board unanimously approved to appoint the following Supervisors as Chairman of the following Committees:

Administration	Mr. John D. Nagle
Development	Mr. Mark J. Tanczos
Planning & Zoning	Mr. Glenn R. Walbert
Public Works	Mr. Stephen R. Salvesen

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved the following pay schedule for full and part-time Township positions effective January 1, 2011, as recommended by the Township Manager. Hours to be determined by the Township Manager.

<b>Township</b>	<b>Position</b>	<b>Salary/Up To</b>
	Secretary	45,200.00
	Treasurer	39,500.00
	Public Works Director & Code Enforcement Officer	70,000.00
	Zoning Officer	54,900.00
	Code Enforcement Officer	33,000.00
	Community Relations Director	35,400.00
	Managers Secretary	35,800.00

**Hourly Wage/Up To**

Receptionist/Clerk	16.00
Office Support Associate	16.00
Public Works Crew Leaders	27.00
Public Works Staff	26.50

**Community Center Full – Time Salary/Up To**

Recreation Director	51,500.00
Asst. Recreation Director(s)	Up to 30,500.00

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously

approved the following pay schedule for the Community Center and Pre-School part-time positions, as recommended by the Township Manager:

<b>Community Center Part – Time</b>	<b>Position</b>	<b>Hourly Wage/Up to Effective 1/1/2011</b>
	Aerobics Instructor	16.50
	Custodian	9.50
	Fitness Instructor / Personal Trainer	12.45
	Fitness Instructor / Personal Trainer – Advanced	16.50
	Front Desk – Customer Service Associate / Child Care Worker	8.98
	Front Desk Supervisor	10.00
	Office Administrator	14.06
	Program Instructor – Art	25.00
	Program Instructor – Baseball	16.00
	Program Instructor – Basketball	16.00
	Program Instructor – Cheer	12.00
	Program Instructor – Dance	15.00
	Program Instructor – Golf	22.50
	Program Instructor – Karate	20.50
	Program Instructor – Miscellaneous	15.00
	Program Instructor – Music	16.00
	Program Instructor – Soccer	16.00
	Program Instructor – Tennis	26.00

### **Pre-School**

	Preschool Director	13.80
	Preschool Coordinator	13.25
	Lead Instructor – Enrichment Coordinator / Extended Care	13.25
	Preschool Head Teacher	13.48
	Preschool / Enrichment Teacher	10.55

and that the Secretary-Treasurer notify the Recreation Director and Recreation Advisory Board of the Board's action.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Upon a motion of Mr. Walbert, seconded by Mr. Tanczos, the Board unanimously approved the following wages for the Park & Recreation and Pool part-time employees, as recommended by the Township Manager:

<b>Pool Staff</b>	<b>Position</b>	<b>Hourly Wage/Up To Effective 1/1/2011</b>
	Pool Gate Attendant	8.38
	1 <sup>st</sup> Year Lifeguard	8.38
	1-2 Years Experience Lifeguard	8.65
	3-4 Years Experience Lifeguard	9.09
	5 Years or more Experience Lifeguard	9.41

Head Lifeguard(s)	10.38
Pool Manager	11.08

## **Parks & Camps**

Assistant Park Coordinator	13.84
P&R Park Coordinator	9.73
P & R Park Counselor	8.65
Lead Counselor	9.90
Camp Counselor	8.65

and that the Secretary-Treasurer notify the Recreation Director and Recreation Advisory Board of the Board's action.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

## COURTESY OF THE FLOOR

No one was present to offer Public Comment.

Upon a motion of Mr. Walbert, seconded by Mr. Nagle, the Board unanimously approved adjournment at 7:04 P.M.

Mr. Salvesen - aye, Mr. Nagle – aye, Mr. Tanczos – aye, Mr. Walbert – aye, Mr. Diacogiannis, aye.

Lori A. Stranzl  
Secretary