

SALFORD TOWNSHIP BOARD OF SUPERVISORS

Regular Business Meeting

January 22, 2014

Chairman Jim Styer called the meeting of the Board of Supervisors to order at 7:30 PM with a Pledge of Allegiance. Present were:

Jim Styer, Chairman
Barb Lynch, Vice Chairman
Tom Neff, Supervisor
Robert Iannozzi, Solicitor

Karen Landis, Secretary
Wayne Mensinger, Zoning Officer

ANNOUNCEMENT OF EXECUTIVE SESSION – Jim Styer advised Executive Session was held at 7:00 PM to discuss the process of finding a Tax Collector replacement.

PROFESSIONAL SERVICES:

- A. CARBERRY/CASTO MINOR SUBDIVISION** – Bob Iannozzi reported on the two (2) lot subdivision located on Zepp Road in both Salford Township and Upper Salford Township. **Motion 14-025** by Styer, second by Neff approving **Resolution 2014-1686** granting conditional preliminary/final approval of the minor subdivision as outlined in the resolution. Motion carried 3 – 0.
Barb McMonagle commented on the background of this subdivision application and inquired about time limits on all plans.
- B. WHITES MILL DAM REPAIRS** – Barb Lynch reported on the bid results received for the repair of the Dam – the apparent low bidder is NIMARIS Construction from Bath, PA. Township Engineer (Gilmore & Associates) recommended the bid be awarded to the low bidder contingent upon permit receipt from DEP which is still pending. DEP advised because wetlands are affected the application requires further advertisement and a 30 day review period – permit approval expected by the end of February. **Motion 14-026** by Lynch, second by Styer approved awarding the bid to NIMARIS Construction contingent upon receipt of DEP permit. Jim Styer questioned the disparity among the bid amounts; Barb Lynch reported there is a provision in place that would handle this type of situation. Motion carried 3- 0.

CONSENT AGENDA – Jim Styer reviewed items 5a through 5c. Jim suggested including approval of monthly financial reports in the consent agenda going forward. **Motion 14-027** by Styer, second by Lynch approved Consent Agenda. Tom Neff commented on check #5204 regarding legal services charged for December 18, 2013 meeting and expressed professional services be considered. Jim Styer advised that engineer attendance will be used at meetings on an as needed basis and this same process could be used for legal services. Bob Iannozzi clarified the charges also include travel time and confirmed he originally suggested that due to a light agenda his attendance may not have been necessary. Motion carried 3 – 0.

COMMITTEE RELATED:

- A. BOS OBJECTIVES** - Jim Styer reported on the list of proposed FY14 objectives for the BOS to review, comment, add items, identify and prioritize the things that want/need to be accomplished. Jim also highlighted the BOS consider the vision of a long term plan of the township, open space, parks, staff, etc.

- B. 2014 COMMITTEE OBJECTIVES** – Discussion was held on committee objectives and how the BOS can be more supportive of each committee. Barb Lynch commented on scheduling a joint Planning Commission/BOS meeting – it was determined to have the BOS present at the January 29, 2014 Planning Commission meeting to further discuss the codification process at 6:30 PM.

Tom Neff and Jim Styer suggested sharing BOS long term objectives with all committees for input to an overall long term plan.

Frank Jarrett commented on Park Board objectives.

Since both Planning Commission and Finance Committees have a BOS liaison, Barb Lynch asked if Tom Neff would be interested in serving as BOS liaison on either Park Board or Open Space Committees – Tom agreed to serve as the liaison for Park Board.

ADMINISTRATIVE:

- A. MARCH 5TH MEETING DATE** – Due to scheduling conflict with March 5th meeting date, Jim Styer proposed moving the March dates to March 12th and March 19th with the possibility that 1 of the meetings could be cancelled if not sufficient agenda items.

- B. PERFORMANCE REVIEW PROCESS** – the proposed employee performance review process was discussed:

1. Review key position expectations with Karen & Doug.
2. Invite all employees to meet individually with BOS for ½ hour Executive Sessions to be held February 5 & 19, March 12 & 19.
3. Discuss past years work with year person and plans for this year. Revise expectations if necessary, answer questions about roles and expectations, objectively discuss things that work well and things that do not.
4. Prepare a summary of the discussion for approval by the BOS and the employee to be included in their personnel file.

ACTION ITEM REVIEW: Jim Styer suggesting reflecting only open action items going forward. Karen Landis summarized items which are still outstanding.

Tom Neff inquired about the codification process as Planning Commission responsibility and asked if the County Planner would also be available.

Barb Lynch requested the Fire Company workers compensation issue be re-visited at the next meeting.

PUBLIC COMMENT:

Barb McMonagle commented and clarified the codification of ordinances.

Frank Jarrett advised Park Board will be discussing items for that will require BOS approval.

Tom Neff requested a new American flag be obtained before spring.

NEXT MEETING AGENDA ITEMS:

1. Review Tax Collector resumes in Executive Session.
2. One-time salary increases being combined with employee review process was discussed. Barb requested this be completed by the end of March.
3. Clarify Fire Company workers compensation issue.

ADJOURNMENT – There being no further business, **Motion 14-028** by Styer, second by Neff adjourned the meeting at 8:55 PM. Motion carried 3 – 0.

APPROVED: FEBRUARY 19, 2014

MOTION: 14-029 BY: STYER SECOND BY: NEFF VOTE: 3 - 0

(TOWNSHIP SEAL)

