

**Board of Supervisors  
CHANCEFORD TOWNSHIP  
Reorganizational Meeting 2017**

**MEETING DAY & TIME:** January 3, 2017

Kent Heffner opened the annual organizational meeting of the Chanceford Township Board of Supervisors at 6:30 p.m. in the Community Bldg., 51 Muddy Creek Forks Rd., Brogue, PA. He led those in attendance in the pledge to the flag.

Members present: Kent Heffner and Clifton Baldwin.

Members absent: Bradley Smith

Kent Heffner was appointed temporary chairman by a motion from Clifton Baldwin, seconded by Kent Heffner. Motion was voted on and carried.

Tonya Jackson was appointed temporary secretary by a motion from Clifton Baldwin, seconded by Kent Heffner. Motion was voted on and carried.

A motion was made by Clifton Baldwin, seconded by Kent Heffner to appoint Kent Heffner as Chairman. Motion was voted on and carried.

Kent Heffner made the motion to appoint Clifton Baldwin as Vice-Chairman. Seconded by Clifton Baldwin, motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Tonya Jackson as Secretary-Treasurer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Clifton Baldwin assistant Secretary/Treasurer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Timothy Bupp of Countess, Gilbert & Andrews Law as Township Solicitor. Motion was voted on and carried.

A motion was made by Clifton Baldwin, seconded by Kent Heffner to appoint Grant Anderson with Site Design Concepts as Township Engineer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Brenda Gohn to the Vacancy Board. Motion was voted on and carried.

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A motion was made by Kent Heffner, seconded by Clifton Baldwin to reappoint Bruce Miller and Thomas Gizzi to the Planning Commission. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint John Shenberger to the Recreation Board. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to reappoint David Hively to the Zoning Hearing Board. Motion was voted on and carried.

A motion was made by Clifton Baldwin, seconded by Kent Heffner to appoint D. Michael Craley ZHB solicitor. Motion was voted on and carried.

A motion was made by Clifton Baldwin, seconded by Kent Heffner to appoint Jeffrey Koons as Zoning Officer. Motion was voted on and carried.

A motion was made by Clifton Baldwin, seconded by Kent Heffner to appoint Jeffrey Koons as Zoning Permit Officer. Motion was voted on and carried.

A motion was made by Clifton Baldwin, seconded by Kent Heffner to appoint Tonya Jackson as Assistant Zoning Permit Officer. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Jeffrey Koons as Flood Plain Administrator. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Keith Hunnings primary SEO. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Dave Brown as alternate SEO. Motion was voted on and carried.

A motion was made by Clifton Baldwin, seconded by Kent Heffner to appoint Kent Heffner as Roadmaster. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Allen Eveler, John McDonald and Clifton Baldwin as part-time road laborers. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to set the Treasurer's bond at \$1,000,000. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to leave the meeting day and time as it is at the present time regular monthly meeting will be held the second Monday in every month at the same time. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to approve Act 9 Convention expenses (paying compensation, registration and mileage (.50) to attend the County Convention. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to set the mileage compensation at .50 cents. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to set the tax collector's commission at five percent. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to appoint Clifton Baldwin voting delegate to the State Convention and approve paying attendance, mileage (.50), other actual expenses and compensation at employee rate when attending the State Convention. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to retain all the holidays listed in the employee handbook. Motion was voted on and carried.

A motion was made by Kent Heffner, seconded by Clifton Baldwin to set the fee schedule as presented. Motion voted on and carried.

**ADJOURNMENT:**

There being no further business, Clifton Baldwin made the motion to adjourn the meeting. Seconded by Kent Heffner, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Tonya L. Jackson  
Secretary-Treasurer