

CODORUS TOWNSHIP

ORGANIZATION MEETING – JANUARY 6, 2025

Charlie VanScoyoc made a motion to appoint Lamar Glatfelter acting Chairman and Megan Harris as acting Secretary, seconded by Bob Gladfelter. Motion carried.

The acting Chairman Lamar Glatfelter opened the meeting by asking for a nomination for Chairman for the year 2025.

Bob Gladfelter made a motion to nominate Lamar Glatfelter to serve as Chairman for the Year 2025, seconded by Charlie VanScoyoc. Motion carried.

Charlie VanScoyoc made a motion to appoint Bob Gladfelter to serve as Vice-Chairman for the Year 2025, seconded by Lamar Glatfelter. Motion carried.

Bob Gladfelter made a motion to appoint Megan Harris to serve as Secretary-Treasurer for the Year 2025, at a pay rate of \$1,030.00 /week 1/1/2025-2/5/2025 and \$1,080.00 /week 2/6/2025-12/31/2025, and to set the Secretary-Treasurer's bond for 2025 at \$750,000, seconded by appoint Lamar Glatfelter. Motion carried.

Charlie VanScoyoc made a motion to give the Secretary-Treasurer the authority to pay any bills coming due before the monthly meetings that would result in saving a late penalty and pay all bill related to the payroll when necessary, seconded by appoint Lamar Glatfelter . Motion carried.

Charlie VanScoyoc made a motion to give the Secretary/Treasurer authority to hire someone to clean the office and restrooms and pay them up to \$100.00 per month for cleaning services, seconded by Bob Gladfelter. Motion carried.

Bob Gladfelter made a motion to appoint Lamar Glatfelter as roadmaster for the Year 2025, seconded by Charlie VanScoyoc. Motion carried.

Lamar Glatfelter made a motion to appoint Bob Gladfelter as roadmaster for the Year 2025, seconded by Charlie VanScoyoc. Motion carried.

Bob Gladfelter made a motion to appoint Charlie VanScoyoc as roadmaster for the Year 2025, seconded by Lamar Glatfelter . Motion carried.

Charlie VanScoyoc made a motion to request the auditors set the pay for Supervisors working as roadmaster at \$28.33 per hour with time and one-half for all hours worked in excess of 8 hours per day, seconded by Bob Gladfelter. Motion carried.

Charlie VanScoyoc made a motion to request that the Auditors set the same mileage allowance for Supervisors using their personal vehicles; for Township business at the 2025 IRS rate of \$.70/ mile seconded by Lamar Glatfelter. Motion carried.

Charlie VanScoyoc made a motion to appoint Brandon Maxwell as Road Superintendent/Roadmaster for 2025 at an hourly rate of \$28.84 From 1/1/2025-3/31/2025 and \$29.34 from 4/1/2025 – 12/31/2025, seconded by Lamar Glatfelter. Motion carried.

Bob Gladfelter made a motion that the Road Superintendent be given the authority to recommend any hiring or firing of employees to the Board of Supervisors for final action, seconded by Charlie VanScoyoc. Motion carried.

Charlie VanScoyoc made a motion to give the Road Superintendent the authority to make purchases up to \$1,500 in case of an emergency, seconded by Lamar Glatfelter Motion carried.

Lamar Glatfelter made a motion to re-appoint Charles Aiken as an hourly employee for the year 2025, at an hourly rate of \$26.78 seconded by Bob Gladfelter. Motion carried.

Charlie VanScoyoc made a motion to re-appoint Clark Thoman as an hourly employee for the year 2025 at an hourly rate of \$24.00 From 1/1/2025-3/31/2025 and \$24.50 from 4/1/2025 – 12/31/2025, seconded by Bob Gladfelter. Motion carried.

Bob Gladfelter made a motion to re-appoint Daniel Forrey, and Rodney Smith for the year 2025 as Part Time Equipment Operators at a pay rate of \$28.33 per hour Charlie VanScoyoc seconded the motion. Motion carried.

Lamar Glatfelter made a motion to provide full time employees with the following benefits:

- Time and one-half for all hours worked more than 40 hours per week or 8 hours per day.
- Health Insurance.
- 2025 IRS Rate of \$.70 per mile for the use of their personal vehicles on Township business
- five (5) days sick leave per year with unused days being forfeited.
- Eleven (11) paid holidays per year (1) New Years Day (2) Good Friday (3) Memorial Day (5) July 5th (5) Labor Day (6) Thanksgiving Day (7) Christmas Day (8) & (9) the two election days and (10) & (11) two floating days of the employees The employee must have scheduled vacation or report to work as scheduled the day before and the day after the holiday in order to receive holiday pay.
- no holiday pay be paid to employees that are on disability.
- to pay full-time regular employees vacation pay as follows:
 - One year through eight years – two weeks
 - Eight years through fifteen years- three weeks
 - After completion of 15 years – four weeks
- Employees working less than the full year will receive pro-rated vacation pay consisting of one twelfth (1/12) of the annual vacation hours for each month worked.
- the difference in Jury Duty pay and their regular pay if the employee is called to serve on jury
- full-time employees three (3) days pay for a death in the immediate family (parent, spouse, child, sister, brother, grandparent or grandchild) and one (1) day for an in-law, Aunt or Uncle

- New Employees would be paid as follows:
 - Part Time Equipment Operators- \$28.33 per hour
 - Part Time Park Help- \$20.00 per Hour
 - New Employees with experience working full time \$23.48

Raises for new employees would be given at intervals of \$.25 @ 3 months, \$.25@ 6 Months and \$.50@ 15 months

seconded by Charlie VanScoyoc. Motion carried.

Bob Gladfelter made a motion to retain the services of the following professionals for the year 2025:

- Orrstown Bank as banking institution.
- Andrew Herrold as Solicitor to the Board of Supervisors and Planning Commission.
- C.S. Davidson, Inc. as Township Engineer
- Simon Schilling, Commonwealth Code Inspection Service, as Codes Enforcement Officer and Zoning Officer and Daniel Schilling, Commonwealth Code Inspection Service as Deputy Zoning Officer
- Hanover Land Services as Sewage Enforcement Officer.

The Motion was seconded by Lamar Glatfelter. Motion carried.

Lamar Glatfelter made a motion to retain Ray Masimore as Chairman of the Vacancy Board for the Year 2025, seconded by Charlie VanScoyoc. Motion carried.

Charlie VanScoyoc made a motion to pay

- members and the Secretary of the Planning Commission \$75.00 for each meeting and inspection attended.
- Members of the Zoning Hearing Board \$100.00 for each hearing and decisional meeting attended.

The Motion was seconded by Bob Gladfelter Motion carried.

Charlie VanScoyoc made a motion to pay the registration fee, mileage allowance and attendance fee for each Township official attending the York County Supervisors Convention, seconded by Bob Gladfelter. Motion carried.

Bob Gladfelter made a motion to appoint Lamar Glatfelter, or Charlie VanScoyoc, or Bob Gladfelter as Voting Delegate to the 2025 State Convention, and to send the other supervisors to the State Convention as Delegates and to pay the registration fee, milage allowance, and actual expenses for meals up to \$60.00 per day with receipts and actual hotel expense for room accommodations with receipts. Charlie VanScoyoc seconded this motion. Motion carried.

Lamar Glatfelter made a motion to adopt resolution No. 25-01 setting the fees, rates and costs for Codorus Township for 2025. Lamar Glatfelter seconded this motion. Motion carried.

Respectfully Submitted,

Megan Harris
Secretary/Treasurer