

**Castanea Township  
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**Board of Supervisors**

Brandon Coleman - Chairman  
John Gradel - Vice Chairman  
Charles Clukey Jr

**Reorganization Meeting:**

January 2, 2024

6:00pm Castanea Township Building

1. Motion by Charles Clukey Jr. to appoint John Gradel as Acting Chairman  
a. Second: Brandon Coleman All approved.
2. Motion by John Gradel to appoint Susan Heaton as Acting Secretary/Treasurer  
a. Second: Brandon Coleman All approved.
3. Motion by John Gradel to appoint Brandon Coleman as Chairman.  
a. Second: Charles Clukey Jr. All approved.
4. Motion by Brandon Coleman to reappoint Susan Heaton as Secretary/Treasurer.  
a. Second: Charles Clukey Jr. All approved.
5. Motion by Charles Clukey Jr to appoint John Gradel as Vice Chairman.  
a. Second: Brandon Coleman All approved.
6. Motion by Brandon Coleman to appoint Charles Clukey Jr. as Assistant Secretary.  
a. Second: John Gradel All approved.
7. Motion by Brandon Coleman to set the monthly meeting for the first Monday of the month except September 9, 2024 and December 16, 2024. Work Session will be held the 3<sup>rd</sup> Monday of month, all meetings will be at 7:00pm.  
a. Second: John Gradel All approved.
8. Motion by John Gradel to reappoint Paul Ryan as Solicitor at \$125.00 per hour.  
a. Second: Charles Clukey Jr. All approved.
9. Motion by Brandon Coleman to set Treasurer's bond at \$150,000.00 and Sewer Collection's bond at \$60,000.00.  
a. Second: Charles Clukey Jr. All approved.
10. Motion by John Gradel to reappoint Art Dion as Vacancy Board Chairman.  
a. Second: Charles Clukey Jr. All approved.
11. Motion by Brandon Coleman to set hourly rate per hour for secretary/treasurer at \$16.74 per hour/20 hours per week. Benefits per employee's hand book  
a. Second: John Gradel All approved
12. Motion by Brandon Coleman to reappoint Susan Heaton as Sewer collector at \$ 16.74 per hour/10 hours per week. Benefits per employee's hand book.  
a. Second: Charles Clukey Jr. All approved

**Reorganization meeting January 2, 2024 continued.**

13. Motion by Brandon Coleman to appoint Charles Clukey Jr, Brandon Coleman and John Gradel as Road Master, and Skilled Labor. Compensation will be set by the Auditors
  - a. Second: John Gradel All approved.
14. Motion by Brandon Coleman to reappoint Charles E Clukey Jr. as Certified Operator of The Waste Water System, compensation will be set by Auditors.
  - a. Second John Gradel All approved
15. Motion by Brandon Coleman to set wages for Full Time Permanent Employee Glenn Hilty at \$ 18.72 per hour/40 hours. Benefits per employee's hand book. **On Probation until February 2, 2024**
  - a. Second: Charles Clukey Jr. All approved.
16. Motion by Brandon Coleman to set the wage for Jim Phoenix, the current Part Time Employee at \$ 18.72 per hour/30 hours per week. Benefits per Employee's Hand Book.
  - a. Second: John Gradel All approved
17. Motion by Brandon Coleman to set Part Time hourly rate for additional Part Time Labor. \$20.00 per hour for snow plow and \$23.00 during holiday as per Employee's Hand Book.
  - a. Second: Charles Clukey Jr. All approved.
18. Motion by Brandon Coleman to set rate for Skilled Workers/Equipment Operators at \$20.00 per hour.
  - a. Second: John Gradel All approved.
19. Motion by Brandon Coleman to reappoint the County Treasurer to collect the County Real Estate Taxes and Keystone Central Tax Office to collect local taxes, Earned Income and LST at a 5% commission
  - a. Second: John Gradel All approved.
20. Motion by Brandon Coleman to Appoint Jim Phoenix as Code Enforcement Officer at current rate of \$250.00 per month.
  - a. Second: Charles Clukey Jr. All approved
21. Motion by Brandon Coleman to reappoint Jeremy Kreiser as Zoning Officer at current rate of \$325.00 per month.
  - a. Second: John Grade. All approved
22. Motion by Brandon Coleman to reappoint Tom Levine as Township Engineer.
  - a. Second: Charles Clukey Jr. All approved.
23. Motion by Brandon Coleman to appoint Charles Clukey Jr. as representative for the Clinton County Sewer Authority.
  - a. Second: John Gradel All approved.
24. Motion by Brandon Coleman to retain First National Bank.
  - a. Second: Charles Clukey Jr. All approved.
25. Motion by John Gradel to appoint Brandon Coleman as representative for the Council of Governments.
  - a. Second: Charles Clukey Jr. All approved.
26. Motion by Brandon Coleman to reappoint Joe Miller to the Planning Committee, each member will be paid \$18.00 for attending the meeting. Meetings are publicized for the 2<sup>nd</sup> Monday of each month on an "as needed basis" All other meetings will be publicized as "Special"
  - a. Seconded by John Gradel All approved.
27. Motion by Brandon Coleman to appoint Lea Ann Plessinger as Certified Public Accountant for 2023 Audit at a cost of \$6800.00
  - a. Second: Charles Clukey Jr. All approved.

## Reorganization meeting January 2, 2024 continued

28. Motion by Brandon Coleman to reappoint Trevor Reeder to serve as Clinton County Emergency Management Coordinator. Will be paid \$250.00 each year and \$20.00 per hour for hours worked.
  - a. Second: John Gradel All approved.
29. Motion by Brandon Coleman to designate Castanea Fire Company and Lock Haven EMS as primary Fire Department and Ambulance services.
  - a. Second: Charles Clukey Jr. All approved.
30. Motion by Brandon Coleman for the Zoning Hearing Board, each member will be paid \$40.00 per attending the meeting. Board members Carl Smith Chairman, Tyler Bates, Katie Kishbaugh, and Ryan Clukey Meetings are as needed.
  - a. Second: John Gradel All approved. Abstained by Charles Clukey Jr.
31. Motion by Brandon Coleman to have sewer tap on fee set at \$ 750.00 .
  - a. Second: Charles Clukey Jr. All approved.
32. Motion by Brandon Coleman to appoint John Gradel as representative to Clinton County Economic Partnership.
  - a. Second: Charles Clukey Jr. All approved.
33. Motion by Brandon Coleman to reappoint Art Dion to Planning Committee for 4 years.
  - a. Second: John Gradel All approved.
34. Motion by Brandon Coleman to reappoint Rick Schulze to Recreation Committee.
  - a. Second: Charles Clukey Jr. All approved.
35. Motion by Brandon Coleman to set 2024 uniform mileage rate for Officers and Employees for personal vehicle us at ..67 cents per mile. Must be written notice and approved by all Supervisors. Except Code, Zoning and Road Master officers' mileage is included in pay.
  - a. Second: Charles Clukey Jr. All approved.

Brandon Coleman Made Motion to close reorganization meeting.  
Seconded by Charles Clukey Jr. All Approved  
Reorganization meeting closed at 6:21 pm.

