

ORGANIZATIONAL MEETING 1-6-2025  
Manor Township Municipal Building  
306 Byron Street, McGrann, PA 16236

In attendance: Supervisors Palmer, Southworth and Hecker, and Secretary Davis  
Citizens: Ricki Evans, Susan Breski, John Breski, Matt Klingensmith, Frank Davis,  
Ryan Cosgrove, James McAfoose and Jamie Frantz

Motion by Palmer to appoint Southworth Temporary Chairman, seconded by Southworth, no public comment heard, unanimous.

**NOMINATIONS:**

Southworth nominated Palmer Chairman, seconded by Palmer, no public comment heard, unanimous.

Palmer nominated Southworth Vice-Chairman, seconded by Southworth, no public comment heard, unanimous.

**APPOINTMENTS:**

Motion by Palmer to appoint Davis Office Manager/Secretary/Treasurer/Human Resources Officer, Open Records Manager, seconded by Southworth, no public comment heard, unanimous

Motion by Palmer to appoint all 3 Supervisors as Roadmasters, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Southworth Road Foreman, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer, to appoint Southworth and Davis delegates to PSATS Convention with Southworth being the voting delegate, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Robbins Police Chief, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint France Assistant Chief, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Rensel Police Sgt., seconded by Southworth, no public comment heard, unanimous.

Motion by Southworth to appoint Palmer Police Administrator, seconded by Palmer, no public comment heard, unanimous.

Motion by Palmer to appoint Steiner Sacco Law as Solicitor, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Charlton Law council of special projects, seconded by Southworth, no public comment heard, unanimous.

Motion by Southworth to appoint LSSE Engineering as Township Engineers, seconded by Palmer, no public comment heard, unanimous.

Motion by Southworth to appoint Nextier, Elderton and S&T Banks and PLGIT as depositories for Township Funds, seconded by Palmer, no public comment heard, unanimous.

Motion by Palmer to appoint Mark Quartz to MTJMA Board, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Rearick Chairman of the Vacancy Board, seconded by Southworth, no public comment heard, unanimous.

Minutes  
1/6/2025  
Continued

Motion by Palmer to appoint Val Huston as TCC Delegate, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Davis as TCC Alt., seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Schweitzer to UCC Board, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Davis Open Records Officer, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Davis Contact for CDL Testing, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Rice as Township EMA, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to appoint Evans as Deputy EMA, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to set Treasurer Bond at \$250,000.00, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to set mileage rate at .65.5 cents per mile, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to hold monthly meetings the first Wednesday of each month at 6:00P.M. and the third Friday at 3:00P.M. with only one meeting in November and December at the Municipal Building, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to set pay rates for Road Workers at \$24.50 and Second in Charge at \$24.75, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to set pay rate for the Chief \$29.00, Assistant Chief \$24.00, Detective \$27.00, FT Officers \$26.00, Sgt., Cpl. & PT Officers \$23.50, FT new hires \$26.00 1-year probation, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to set pay rate for Secretary at \$28.00, seconded by Southworth, no public comment heard, unanimous.

Motion by Palmer to set pay rate for cleaning person at \$45.00 per cleaning, seconded by Southworth, no public comment heard, unanimous.

Motion by Southworth to set 13 Holidays for Road Workers, and Secretary, seconded by Palmer, no public comment heard, unanimous.

Motion by Palmer to set 11 Holidays for Officers, seconded by Southworth, no public comment heard, unanimous.

Motion by Southworth to adjourn, seconded by Hecker, no public comment heard, unanimous.

Adjourned at 6:15P.M.

Jill A. Davis, Secretary