

**NORTH WHITEHALL TOWNSHIP AUDITORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
JANUARY 8, 2008**

The North Whitehall Township Auditors met on January 8, 2008 at 4:30 PM in the public meeting room of the North Whitehall Township Municipal Building. In attendance were Andrea Semmel-Lazarus, Ronald Gildner, Donald Steffy, Supervisors Ronald Stahley, Terry Stoudt, Ronald Heintzelman and several North Whitehall Township employees.

Donald Steffy noted that on December 3, 2007 and December 20, 2007 the Auditors held an Executive Session with the Board of Supervisors to discuss personnel matters.

Donald Steffy called for organization.

Upon motion by Andrea Semmel-Lazarus, seconded by Ronald Gildner, Donald Steffy was appointed as Chairman of the North Whitehall Township Auditors for the year 2008. Roll call: Andrea Semmel-Lazarus - yes; Donald Steffy - abstain; Ronald Gildner - yes.

Upon motion by Ronald Gildner, seconded by Donald Steffy, Andrea Semmel-Lazarus was appointed as Secretary of the North Whitehall Township Auditors for the year 2008. Roll call: Andrea Semmel-Lazarus - abstain; Donald Steffy - yes; Ronald Gildner - yes.

Upon motion by Ronald Gildner, seconded by Andrea Semmel-Lazarus, the minutes of the January 3rd, 2007 meeting were approved as presented. Roll call: Andrea Semmel-Lazarus - yes; Donald Steffy - yes; Ronald Gildner - yes.

Upon motion by Andrea Semmel-Lazarus, seconded by Ronald Gildner, the Auditors unanimously approved to retain benefits for full time Supervisor-employees as described in the booklet NORTH WHITEHALL TOWNSHIP "Employee Handbook for Employed Supervisors" and adopted October 17, 2002. Benefits are described on Pages 9 through 15.

1. Current Retirement Programs as described on page nine (9) of the Employee Handbook for Employed Supervisors approved and adopted October 17, 2002.
2. Vacation schedule as on page nine (9) of the Employee Handbook for Employed Supervisors adopted October 17, 2002.
3. The holidays approved for the year 2008 are as shown on page ten (10) of the Employee Handbook for Employed Supervisors adopted October 17, 2002.
4. Personal Days described page eleven (11) of the Employee Handbook for Employed Supervisors approved and adopted October 17, 2002.
5. Sick pay shall be as described on page eleven (11) of the Employee Handbook for Employed Supervisors approved and adopted October 17, 2002.
6. Supervisors shall be paid daily wages for jury duty as described on page twelve (12) of the approved and adopted handbook.
7. The bereavement leave shall be as described on page twelve (12) of the approved and adopted handbook.

Roll call: Andrea Semmel-Lazarus - yes; Donald Steffy - yes; Ronald Gildner - yes.

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Upon motion by Andrea Semmel-Lazarus, seconded by Ronald Gildner, compensation for Supervisors shall be established as per Exhibit A Compensation for Supervisors 2008. Roll call: Andrea Semmel-Lazarus - yes; Donald Steffy - yes; Ronald Gildner - yes.

Upon motion by Ronald Gildner, seconded by Andrea Semmel-Lazarus, the Auditors unanimously approved to allow Supervisor-employees to participate in the North Whitehall Township Pension Plan. Roll call: Andrea Semmel-Lazarus - yes; Donald Steffy - yes; Ronald Gildner - yes.

Upon motion by Ronald Gildner, seconded by Andrea Semmel-Lazarus, Supervisors shall be reimbursed at \$.505 per mile, as established by the IRS, upon receipt of a valid insurance card when using their own vehicle for Township work. Use of private vehicles should take place only when a Township vehicle is not available. Roll call: Andrea Semmel-Lazarus - yes; Donald Steffy - yes; Ronald Gildner - yes.

It is also the understanding that a Certified Public Accountant will be doing the Audit, completing and distributing the mandated forms for 2007.

The Auditors agreed to give Supervisor Ronald E. Stahley permission and blessings for him to continue his involvement with the Emergency Rescue Organizations and as Fire Chief of the Schnecksville Fire Company.

Donald Steffy asked for comments from the floor:

A question was asked regarding the number of executive sessions that the Auditors held in 2007. Chairman Steffy answered two in December of 2007 and indicated that the Auditors wanted to meet around April of 2007 to review things for future salary considerations but were unable to after several failed attempts.

Chairman Steffy stated the role of the Auditors is to set salaries for the supervisors only. The Auditors don't mediate between township employees and supervisors. Any questions or concerns should be worked out internally and if anyone is not satisfied with the results, then the next action is to attend a Board of Supervisors meeting to have the question(s) and/or concern(s) on public record.

Upon motion by Ronald Gildner, seconded by Andrea Semmel-Lazarus, the meeting was adjourned at 5:13 PM. Roll call: Andrea Semmel-Lazarus - yes; Donald Steffy - yes; Ronald Gildner - yes.

Respectfully submitted,

Andrea Semmel-Lazarus, Secretary

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COMPENSATION FOR SUPERVISORS 2008

The Auditors authorize that the compensation for the employed Supervisors be calculated on an hourly rate schedule for a forty-hour workweek.

The work schedule shall be from 7:00 AM to 3:30 PM with a half hour for lunch.

The Auditors authorized that the Supervisors must clock in and out on scheduled workdays while performing their duties as employed Supervisors.

For the year 2008, the Auditors establish an hourly rate for the following positions:

Community Services Coordinator	\$ 25.17 (2.50% increase)
Director of Community Affairs & Recreation	\$ 27.21 (3.25% increase)
Director of Public Works	\$ 29.41 (4.00% increase)

Overtime/Compensatory time will be paid as described on page eight (8) of the Employee Handbook for Employed Supervisors approved and adopted October 17, 2002.

The Supervisors will continue to receive their meeting pay compensation under Section 606 of The Second Class Township Code.

All salary rates for the Director of Community Affairs & Recreation, Director of Public Works and Community Services Coordinator are retroactive to January 1, 2008.