

# FRANKLIN TOWNSHIP ORGANIZATIONAL CHART

Established January 3<sup>rd</sup>, 2023

## **Officials & Officers:**

Supervisor / Chairman:	Lee Burch	Salary: \$156.25 / Month
Supervisor:	Mark Creamer	Salary: \$156.25 / Month
Supervisor / Roadmaster:	Phil DePue	Salary: \$156.25 / Month
Secretary / Treasurer:	Jeanne Sullivan	Salary: \$1500 / Month \$2,000,000 Bond Travelers Ins. Co.
Auditors:	Paula Grassi Olivia Zawiski Kim Henry	\$10.00 per hour. \$1,000.00 maximum.
Constable:	Angelo Grassi	
Tax Collector:	Bobbie Jo Kelsey	Commission: 6.52% of Taxes Collected
Deputy Tax Collector:	Mark Creamer	
Vacancy Board:	John Harding	
Sewage Enforcement Officer:	Joe Hunt Assoc.	
Building Code Enforcement	Northeast Inspection Consultants	
Driveway Permit Officer:	Mark Creamer	Alternate: Jeanne Sullivan
Open Records Officer:	Jeanne Sullivan	Alternate: Mark Creamer
Emergency Management Coordinator:	Mark Creamer	Alternate: Phil DePue
NTC Delegate:	Phil DePue	Alternate: Lee Burch
Solicitor:	Michael Giangrieco	\$1,000.00 Annual Retainer

## **Road Work & Labor:**

### **Hourly Rate of Pay:**

Foreman:	Roy Johnson	\$22.60
Laborer:	David Mitchel	\$21.00
Miscellaneous Labor as Needed:		\$15.00
Truck Driver with CDL		\$17.00
Overtime Pay:		1.5 times hourly rate
Non-Overtime Holiday Pay:		Hourly rate
Supervisors pay for work performed outside supervisory duties:		\$21.50
Mileage Rate:		\$0.625/Mile
Vacation Time:	1 Year – 1 Week                      2-4 Years – 2 Weeks                      5+ Years – 3 Weeks	
Sick Days:	5 per year – non-accumulative	
Floating Days:	2 per year - non-accumulative	
Paid Holidays:	New Year's Day                      Memorial Day                      July 4 <sup>th</sup> Labor Day                      Thanksgiving                      Christmas	
Health Insurance:	Township will contribute 50% of employee's coverage only. Additional family members may be added at employee's expense. Employees must be full-time and vested a minimum of 3 months. See Employee Handbook for details.	
Retirement Plan:	Pennsylvania Municipal Retirement System. See Employee Handbook for details.	

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## **Taxes & Funds:**

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Real Estate Transfer Tax:	½ of 1% (0.5%) Face Value	
Property Tax Rates:	(2% Discount – 10% Penalty)	
Municipal RE:	7.5 Mills	(.0075 per \$1,000 Assessed Value)
Equipment:	1 Mills	(.001 per \$1,000 Assessed Value)
Fire Protection	1.53 Mills	(.00153 per \$1,000 Assessed Value)
United	51%	
Snake Creek	40%	
Columbia	9%	
Emergency Repair Funds:	Approval of 2 Supervisors	
Depository of Funds:		
Fire:	NBT	
Operational Reserve:	People's Security Bank & Trust	
Equipment:	NBT	
Funds Transfer State:	NBT	
State:	People's Security Bank & Trust	
General:	People's Security Bank & Trust	
Act 13 Checking:	People's Security Bank & Trust	
Payroll:	People's Security Bank & Trust	
FEMA Deposits:	First National	
Property Buyouts:	People's Security Bank & Trust	
Small Cap. Purchases:	NBT	

## **Meetings:** (All meetings held at the Township Building)

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Monthly Township Meeting:	First Tuesday of each month @ 7:00pm except January
Year-End Meeting:	Tuesday, December 5 <sup>th</sup> , 2023 @ 7:00pm
Organizational Meeting:	Tuesday, January 2 <sup>nd</sup> , 2024 @ 7:00pm