

**EAST UNION TOWNSHIP**

**BOARD OF SUPERVISORS**

**SCHUYLKILL COUNTY, COMMONWEALTH OF PENNSYLVANIA**

**ORDINANCE NO. 2014 - 01**

**AN ORDINANCE PROHIBITING SMOKING AND THE CARRYING OF  
LIGHTED OBJECTS IN SPECIFIC PLACES IN THE TOWNSHIP; REQUIRING  
ENFORCEMENT BY PERSONS HAVING CONTROL OF PREMISES; AUTHORIZING  
THE FIRE INSPECTOR TO PROHIBIT SMOKING WHERE NECESSARY TO  
PUBLIC SAFETY; AND PRESCRIBING PENALTIES FOR VIOLATION OF ITS  
PROVISIONS**

**BE IT ORDAINED AND ENACTED** by the Board of Supervisors of East Union Township, Schuylkill County, Commonwealth of Pennsylvania, and it is hereby Ordained and Enacted by the Authority of the same, as follows:

**Section 1. Definitions.** For the purpose of this Ordinance, the following terms, phrases, words and their derivations shall have the meaning giving herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

- A. **"TOWNSHIP"** shall mean the Township of East Union.
- B. **"BOARD"** shall mean the Board of Supervisors.
- C. **"FIRE INSPECTOR"** shall mean the Fire Inspector of East Union Township.
- D. **"PERSON"** shall mean any person, firm, partnership, association, corporation, company or organization of any kind.
- E. **"SMOKING"** – the lighting, holding or carrying of or emitting or exhaling the smoke of a pipe, cigar or cigarette of any kind.

F. **“MUNICIPAL BUILDINGS”** – those buildings owned by East Union Township used in providing municipal services such as the police and administrative office building (except as noted below).

G. **“MUNICIPAL VEHICLES”** – those vehicles owned by East Union Township used in providing municipal services such as the police and administrative vehicles, as well as the maintenance vehicles.

**Section 2. Smoking Prohibited in Specified Places.** No person shall smoke or carry a lighted cigar, cigarette, pipe or match, or use any spark, flame or fire-producing device not specifically authorized for use in such place by the Fire Inspector in any of the Municipal Buildings.

**Section 3. Exception.**

**Section 4. Enforcement.** The East Union Township Police Department shall enforce the provisions of this Ordinance.

**Section 5. Penalties.** The penalty for violation of this Article shall be as follows:

FIRST OFFENSE	\$ 50.00
SECOND OFFENSE	\$100.00 fine plus costs
THIRD OFFENSE	\$200.00 fine plus costs

SUBSEQUENT OFFENSES

\$300.00 fine plus costs

In default for any payment for any offense, imprisonment not to exceed thirty (30) days.

**Section 6.** This Ordinance shall become effective on April 1, 2014.

**EAST UNION TOWNSHIP**

BY: Jon Dettery  
Jon Dettery, Chairman  
Board of Supervisors

ATTEST: Lisa Davidson  
Lisa Davidson, Secretary

**EAST UNION TOWNSHIP**

**BOARD OF SUPERVISORS**

**SCHUYLKILL COUNTY, COMMONWEALTH OF PENNSYLVANIA**

**ORDINANCE NO. 2014 - 02**

**AN ORDINANCE OF EAST UNION TOWNSHIP, SCHUYLKILL COUNTY,  
PENNSYLVANIA, ESTABLISHING THE OFFICE OF TOWNSHIP MANAGER;  
PROVIDING FOR APPOINTMENT AND REMOVAL; ESTABLISHING  
QUALIFICATIONS; AND SETTING FORTH POWERS AND DUTIES OF THE  
POSITION**

**BE IT ORDAINED AND ENACTED** by the Board of Supervisors of East Union Township, Schuylkill County, Commonwealth of Pennsylvania,

**Section 1. Appointment and Removal of a Township Manager.** Township Manager (hereinafter referred to as "Manager") may be appointed for an indefinite term by a majority of all of the members of the Board of Supervisors (hereinafter referred to as "Board"). The Manager, if appointed, shall serve at the pleasure of the Board and may be removed at any time by a majority vote of the Board. At least thirty (30) days before any removal becomes effective, the Board shall furnish the Manager with a written statement setting forth its intention of removal.

**Section 2. Powers and Duties of a Manager.** The powers and duties of a Manager are subject to recall or modification by Ordinance or Resolution of the Board.

**Section 3. Disability or Absence of a Manager.** If a Manager becomes ill or needs to be absent from the Township, the duties of the Manager shall be performed during his or her absence by such person as may be designated by the Board.

**Section 4. Severance Clause.** Should any Section, paragraph, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of said Ordinance shall not be affected thereby, and shall remain in full force and effect.

**Section 5. Repealer Clause.** All Ordinances or parts of Ordinances or Resolutions conflicting with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

**Section 6. Qualifications.** The Manager shall be chosen solely on the basis of his or her executive administrative abilities, with special reference to his or her actual experience in, or his or her knowledge of the accepted practices in respect to the duties of the office. The Manager may, but need not be a resident of the Township, at the time of his or her appointment.

**Section 7. Compensation.** The Manager shall received compensation as set annually by resolution of the Board.

**Section 8. Manager Job Responsibilities.**

- The Manager is responsible for directing day-to-day conduct of the Township business.
- Assigns and directs work.
- Originates and maintains contacts with Federal, State, and County agencies and other municipalities and organizations with who East Union Township conducts business.
- Serves as liaison between the Board of Supervisors and Township Engineer, Solicitor and all other boards, authorities, commissions and committees.
- Initiates preparation of specifications, bid proposals, and advertising for contracts.

- Maintain public relations contacts with Township residents, business people and land developers.
- Respond to inquiries and/or meet with them to resolve concerns.
- Administer and help develop Township personnel policies, procedures and programs. Conduct/administer employee performance reviews.
- Recommend personnel actions.
- Prepare and assist the Treasurer in preparing and managing the annual budget.
- Provide administrative support for police and road crew functions.
- Assist in preparation of legislative actions, including drafting text, monitoring required reviews and advertising.
- Record plans, deeds, etc.; sewer allocation; monitor sewer billing, tax collection and building permits.
- Manage building and grounds maintenance.
- Maintain files on all subdivision/land development projects; manage related correspondence; administer due dates schedule.
- Other miscellaneous duties as may be required by the Board of Supervisors.

**ENACTED AND ORDAINED** into an Ordinance on this 12<sup>th</sup> day of February, 2014.

**EAST UNION TOWNSHIP**

BY:   
Lisa Davidson, Township Secretary

BY:   
Jon Dettary, Chairman  
Board of Supervisors

BY:   
John Biros, Vice-Chairman

Board of Supervisors

BY: \_\_\_\_\_  
Dennis Antonelli, Supervisor  
Board of Supervisors