

MINUTES
ORGANIZATION MEETING
Monday, January 6, 2014, 6:00 PM
MUNICIPAL BUILDING - MILLER SHAFT

Roll call: Supervisor Richard Olshavsky – present; Supervisor William Cooper– present; Solicitor C.J. Webb – absent.

PUBLIC PARTICIPATION: None

Appoint Temporary Chairman:

Supervisor Olshavsky made a motion to appoint William Cooper, as Temporary Chairman. Supervisor Cooper seconded. All – yes.

Appoint Temporary Secretary:

Supervisor Olshavsky made a motion to appoint Ruby Moore temporary Secretary. Supervisor Cooper seconded. Motion carried 2-0.

Nominate and Elect Chairman:

Supervisor Cooper made a motion nominate himself as Chairman. Supervisor Olshavsky seconded. Motion carried, 2-0

Nominate and Elect Vice-Chairman:

Supervisor Cooper made the motion to elect Supervisor Olshavsky as Vice-Chairman. Supervisor Olshavsky seconded. Motion carried, 2-0.

Appoint Secretary:

Ruby Moore was appointed Secretary with a motion made by Supervisor Olshavsky and, seconded by Supervisor Cooper. Motion carried, 2-0.

Appoint Treasurer:

Supervisor Olshavsky made a motion to appoint himself Treasurer as in the past. Supervisor Cooper seconded. Motion carried, 2-0.

Appoint Assistant Treasurer:

Supervisor Olshavsky made a motion to appoint Ruby Moore as Assistant Treasurer, Supervisor Cooper seconded the motion. Motion carried, 2-0.

Recommend Treasurer's Bond Limit:

The Treasurer's Bond Limit was recommended to be limited to (\$400,000.00). Supervisor Olshavsky made the motion to forward this recommendation to the auditors and Supervisor Cooper seconded. Motion carried, 2-0.

Recommended Assistant Treasurer's Bond Limit:

Supervisor Olshavsky make a motion to limit Assistant Treasurer's Bond to \$400,000.00. Supervisor Cooper seconded the motion. Motion carried, 2-0.

Set Reimbursable Mileage for Personal Vehicle Use:

Supervisor Cooper made a motion to leave the mileage at .55.5 cents for 2014. Supervisor Cooper seconded. Motion carried, 2-0.

Appoint Legal Counsel:

Supervisor Cooper made the motion to appoint the law firm of Smorto, Persio, Webb and McGill as Legal Counsel for 2014. Supervisor Olshavsky seconded. Motion carried, 2-0.

Appoint Engineer:

Supervisor Olshavsky made a motion to appoint EADS Group as the engineering firm for 2014. Supervisor Cooper seconded. Motion carried, 2-0.

Select Depository:

S & T Bank and First Summit Banks were named the depository for 2014 on a motion by Supervisor Olshavsky and a second by Supervisor Cooper. Motion carried, 2-0.

Appoint 511 Tax Collector:

Berkheimer Tax Administrators was elected to act as the Act 511 Tax Collector on a motion by Supervisor Olshavsky and a second by Supervisor Cooper. All – yes.

Appoint Members of Various Commissions and Boards:

Supervisor Cooper made a motion to appoint Nancy Sherbine, Joseph Beyer and Eric Gentile to the Portage Area Sewer Enforcement Agency. Supervisor Olshavsky seconded. Motion carried, 2-0.

Supervisor Olshavsky made a motion to reappoint Jill Lamar and Tom Cordwell and retain John Miko and Eva Kulic to the Joint Recreation Commission. Supervisor Cooper seconded the motion. Motion carried, 2-0.

Supervisor Olshavsky made a motion to retain Joseph Beyer, John Roman, Ray Kargo and Kimberly Plummer to the Planning Commission Board. Supervisor Cooper Seconded the Motion. Motion carried, 2-0.

Supervisor Cooper made a motion to accept the resignation of Tristi Serenko from the Planning Commission. Supervisor Olshavsky seconded the Motion. Motion carried, 2-0. Supervisor Cooper made a motion for CCSEA to serve as our Sewer Enforcement Agency. Supervisor Olshavsky seconded. Motion carried, 2-0.

Supervisor Olshavsky made a Motion to appoint Cambria County Sewer Enforcement Agency as the Township's sewer enforcement agency. Supervisor Cooper seconded the Motion. Motion carried, 2-0.

Supervisor Olshavsky made a motion for CCBCEA to continue to serve as our Building Codes Enforcement Agency. Supervisor Cooper seconded. Motion carried, 2-0.

Appoint Code Enforcement Officer:

Dave Nolan was appointed Code Enforcement Officer for 2014 on a motion by Supervisor Cooper and seconded by Supervisor Olshavsky. Motion carried, 2-0.

Appoint Vacancy Board Chairman:

Ray Bowman was appointed Vacancy Board Chairman for 2014 with a motion made by Supervisor Cooper. Supervisor Olshavsky seconded the motion. Motion carried, 2-0.

Appoint Township Employed Supervisors:

Supervisor Olshavsky made a motion to appoint himself to the Road Crew. Supervisor Cooper seconded the Motion. Motion carried, 2-0.

Appoint Roadmaster:

Supervisor Cooper made a motion to appoint Rick Shaffer as Road Master. Supervisor Olshavsky seconded, but then recanted his Second which then left the Motion die. Supervisor Olshavsky then made the Motion to appoint Rick Shaffer temporary Road Master until a new Supervisor is appointed and a three-member Board can decide on the position. Supervisor Cooper seconded the Motion. Motion carried, 2-0.

The Assistant Road Master position was put on hold until a three member board could vote. A Motion was not made at that time.

A Motion made by Supervisor Cooper to recommend an increase of \$.25 for wages to the auditors was seconded by Supervisor Olshavsky. Motion carried, 2-0.

Supervisor Olshavsky made to motion recommend the employee benefit package remain the same as last year. Supervisor Cooper seconded the Motion. Motion carried, 2-0.

Appoint Non-Elected Employees:

Supervisor Cooper made a motion to have Dave Nolan, Richard Shaffer, Tyler Shaffer as full-time Road Crew Workers, and Supervisor Olshavsky seconded the Motion. Motion carried, 2-0.

Supervisor Cooper made a motion to have Jeff Kostan, David Parkin, Kevin Shaffer and William Wolfhope as hourly road crew. Supervisor Olshavsky seconded the motion. Motion carried, 2-0.

Supervisor Cooper made a motion to recommend a \$.25 increase for full time employees from last year. Supervisor Olshavsky seconded the motion. Motion carried, 2-0.

Appoint Township Auditors:

Supervisor Cooper made a motion to retain George Fetsko and Mark Litergy as Township Auditors. Supervisor Olshavsky seconded the Motion. Motion carried, 2-0

Schedule Regular Monthly Meetings:

The Regular Monthly Meetings for the year 2014 will remain the first Wednesday of the month at 7:00 p.m. Supervisor Cooper made the motion to this effect and Supervisor Olshavsky seconded. Motion carried, 2-0.

Set Holidays:

Holidays for the township employees will remain the same as 2013: New Years Day, Good Friday, Memorial Day, Election Day (2), Veterans Day, Thanksgiving, Christmas, Independence Day, and Labor Day. Supervisor Cooper made the motion and Supervisor Olshavsky seconded. All – yes.

Appoint EMA Coordinator:

Supervisor Olshavsky made a motion to appoint Ray Lee as Township EMA Coordinator for 2014. Supervisor Cooper seconded. All – yes.

Supervisor Olshavsky made an announcement that the Secretary's hours are changed to four days a week, Monday thru Thursday, 9:00 AM to 4:00 PM. A Clerk position was advertised to work Fridays and days the Secretary is absent.

Adjourn:

Supervisor Olshavsky made a motion to adjourn to the regular meeting at 7:10 p.m. Supervisor Cooper seconded. Motion carried, 2-0.

Those visitors signing the attendance record: Elwood Selapack, Dustin Grush, Jeff Macey, Debra Cooper, John Nicholson, William Kline, Bill Offman, Ryan Baker, Butch Kostan, Valerie Gentile, Deb Shope, Justin Dennis, Girard, Jon Mackovyak, Michael Duffy, and Tom Rohr.

Submitted by Ruby Moore, Secretary

MINUTES SUBJECT TO APPROVAL BY BOARD.