

Minute Book – Page 60

Monthly Meeting:

January 2nd, 2018

The Organization Meeting of the Keating Township Supervisors was held on January 2nd, 2018 at 6:00 pm in the Township Building with Temporary Chairman McClain opening the meeting and leading the Pledge of Allegiance. Supervisor David McClain, Supervisor Doug Covert, Temporary Sec’y Melissa Jo Smith, and eight (8) others attended the meeting. Richard Tanner was absent.

ORGANIZATION APPOINTMENTS were as follows:			
	Position	Appointee	Motion/2nd the motion
1	Chairman	Douglas A. Covert	McClain/Covert - Unanimous
2	Vice-Chairman	David S. McClain	Covert/McClain - Unanimous
3	Secretary-Treasurer	Melissa Jo Smith	Covert/McClain - Unanimous
4	Clerk	Chrystal Lafferty & Lisa Bailey	McClain/Covert - Unanimous
5	Earned Income Tax Collector	Berkheimer Associates	McClain/Covert - Unanimous
6	Tax Collector Deputy	Dawn Babcock	McClain/Covert - Unanimous
7	Roadmaster/Employee	David A. Vossler	McClain/Covert - Unanimous
8	SEO/Alternate	Todd S. Fantaskey/ Nick Melnick	McClain/Covert - Unanimous
9	Solicitor	Anthony J. Alfieri	McClain/Covert - Unanimous
10	Third Party Collection Agency	Stapleford & Byham, LLC & District Judge William Todd	McClain/Covert - Unanimous
11	Vacancy Board Chairman	Robert Bosworth	Covert/McClain - Unanimous
12	Bank Designation	Hamlin Bank & Trust Company	Covert/McClain - Unanimous
13	Meeting Schedule	Tue-Feb 6th ** Tues-Mar 6th ** Tues-Apr 10th Tues-May 1st ** Tues-June 5th ** Mon-July 2nd Wed-Aug 8th ** Wed-Sept 5th ** Wed-Oct 3rd Wed-Nov 7th ** Wed-Dec 5th	Covert/McClain - Unanimous
14	State Convention Voting Delegate	Melissa Jo Smith	Covert/McClain - Unanimous
15	Advertising	Bradford Era	McClain/Covert - Unanimous
16	Emergency Management Coordinator	Dana Spittler	McClain/Covert - Unanimous
17	Hilltop Fire Police Chief	Tim Burkett	McClain/Covert - Unanimous
18	Building Code Officer/Inspector (UCC)	Mark Grassi, Kelmar Services, LLC	McClain/Covert - Unanimous
19	Building Code Inspector (UCC)	Code Inspections, Inc.	McClain/Covert - Unanimous
20	Time keeper	David A. Vossler	McClain/Covert - Unanimous
21	Safety Officer	Roy A. Burt	McClain/Covert - Unanimous
22	Open Records Officer	Melissa Jo Smith	McClain/Covert - Unanimous
23	Tax Collection Voting Delegate/Alternate	Sara Younkins/Jan M. Knight	McClain/Covert - Unanimous
24	UCC Appeals Board Members (3)	Mark Vossler Dave Kibble William Gallup	McClain/Covert - Unanimous McClain/Covert - Unanimous McClain/Covert - Unanimous
25	CDL Drug Testing Program	Occupational Health Systems	McClain/Covert - Unanimous
26	All other resolutions, appointments and ordinances remain the same.		

The Minutes of December 6th, 2018 meeting were unanimously approved by motion of Supv Covert/2nd McClain.

TREASURER’S REPORT showed the following bank balances:

Savings	449,409.63	105,039.12	47,112.45	Checks No.	7714-7745
NWS - Savings	107,648.88	-	10,054.42	Receipts	\$ -
Impact Fee/Debt Res	78,222.54	-	224,883.24	Expenses	\$ 8,660.01
	<u>\$ 668,562.23</u>	<u>\$ 106,616.40</u>	<u>\$ 286,265.83</u>	State Aid	
PAID EXPENSES	2,703.54	4,209.57	6,274.96	Checks No.	3136-3145
UNPAID EXPENSES:	<u>\$ 15,850.09</u>	<u>None</u>	<u>\$ 2,155.62</u>		

A motion was made by Supv McClain/2nd Covert, to accept the Treasurer’s Report, pending audit. Motion carried unanimously. By motion of Supv McClain/2nd Covert, it was unanimously agreed to pay the bills as listed on the Expense Report for a total of \$18,005.71, including Sewer Expenses of \$2155.62. A motion was made by Supv McClain/2nd Covert to pay any bills that come due before next meeting that will accrual a late charge. Motion carried unanimously.

PUBLIC HEARD: None

COMMUNICATIONS:

- 1) The PSATS Educational Conference & Trade Show is being held April 22nd -25th in Hershey. Sec-Tres Smith will be attending the conference this year.
- 2) The PSATS news bulletin was received, Supv Covert noted that the 2018 IRS mileage rate increased from 54 cents per mile to 54.5 cents per mile. 2018 Bidding Limits: Minimum purchase amount that requires advertisement for bids remains at \$20,100 for 2018. In addition, the minimum purchase amount for the telephone quotes remains at \$10,900 for 2018.
- 3) Monthly Updates: Supv Covert stated we are still waiting from Honeywell in regards of the test bores. Eminent domain right ways are in Solicitor Alfieri hands to be completed. Supv Covert stated that the VFD’s still need installed at Phase II WWTP and he will have to absent his vote because a conflict of interest. Phase I Pump station had some emergency work. The pump seat was damaged and Konzel Construction came in and repaired the seat.

OLD BUSINESS:

- 1) Phase III Project Updates: Township is still currently waiting on Honeywell/International Wax for the temporary easement agreement to be completed so Township can proceed with the test boring along East Valley Cross Road.

NEW BUSINESS:

- 1) A motion was made by Supv McClain/2nd Covert, to adopt Resolution No. 2018-A, accepting SEO Fantaskey’s 2018 Fee Schedule for the Sewage Enforcement Officer. Motion carried unanimously. It was noted there were no increases or decreases.
- 2) Resolution No. 2018-B was motioned by Supv Covert/2nd McClain to accepted G & C Coal Analysis Lab, Inc. agreement for Phase II WWTP laboratory testing. Motion carried unanimously.

- 3) A motion was made by Supv McClain/2nd Covert, to adopt Resolution No. 2018-C, Stapleford & Byham, LLC, agreement to be our 3rd Party Solicitor for our sewer account. Motion carried unanimously.
- 4) Resolution No. 2018-D was motioned by Supv Covert/2nd McClain to increase Laborers, Road master, Sec-Tres and Part-Time Employee hourly rate by .40 cents. Motion carried unanimously.
- 5) Supv Covert and Supv McClain explained that we have a plow truck down and it's not an easy repair. The bed of the box has basically crumbled. Both Supervisors would like Road Master to check all options on new, used, and repairing the truck.
- 6) We received the 2017 Interim Bridge Inspection report on West Valley Road over Irish Hollow Creek.
- 7) A motion was made by Supv McClain/2nd Covert to refund Parcel No. 24-006-304, Barry and Donna Austin in the amount of \$34.40 for taxes paid in year 2017. An outbuilding description was incorrect and tax assessment was lowered. Motion carried unanimously.
- 8) A motion was made by Supv Covert/2nd McClain to accept the Limited English Proficiency for our Phase II and Phase III sewer project. Motion carried unanimously.
- 9) A motion was made by Supv McClain/2nd Covert to approve the subdivisions for Beth Kay Stratton and David S. Stratton on East Valley Road. Motion carried unanimously.
- 10) It was announced the Township Auditor's Organizational Meeting will be held on Wednesday January 3rd, 2018 at 6pm.
- 11) Workshop ~ None
- 12) Assessor's Office ~ None
- 13) **NEXT WORKSHOP:** will be held on January 24th, 2018 at 5:00 pm in the Township Building.
- 14) **NEXT MEETING:** will be held on February 6th, 2018 at 6:00 pm in the Township Building.
- 15) **ADJOURNMENT:** was heard at 6:49pm.

Respectfully submitted, Melissa Jo Smith, Secretary-Treasurer