

Minute Book – Page 98

Monthly Meeting:

January 7th, 2019

The Organization Meeting of the Keating Township Supervisors was held on January 7th, 2019 at 6:00 pm in the Township Building with Temporary Chairman Covert opening the meeting and leading the Pledge of Allegiance. Supervisor Doug Covert, Supervisor David McClain, Supervisor Robert Wheeler, Temporary Sec’y Melissa Jo Smith, and nine (9) others attended the meeting.

ORGANIZATION APPOINTMENTS were as follows:			
	Position	Appointee	Motion/2nd the motion
1	Chairman	Douglas A. Covert	McClain/Wheeler - Unanimous
2	Vice-Chairman	David S. McClain	Wheeler/Covert - Unanimous
3	Secretary-Treasurer	Melissa Jo Smith	Covert/Wheeler - Unanimous
4	Clerk	Lisa Bailey	Covert/McClain - Unanimous
5	Earned Income Tax Collector	Berkheimer Associates	Covert/McClain - Unanimous
6	Tax Collector Deputy	Dawn Babcock	Wheeler/McClain - Unanimous
7	Roadmaster/Employee	David A. Vossler	Covert/Wheeler - Unanimous
8	SEO/Alternate	Todd S. Fantaskey/ Nick Melnick	McClain/Wheeler - Unanimous
9	Solicitor	Anthony J. Alfieri & Tyler Hannah	Covert/Wheeler - Unanimous
10	Third Party Collection Agency	District Judge William Todd	Covert/McClain - Unanimous
11	Vacancy Board Chairman	Robert Bosworth	Covert/Wheeler - Unanimous
12	Bank Designation	Hamlin Bank & Trust Company	Covert/McClain - Unanimous
13	Meeting Schedule	Wed-Feb 6th ** Wed-Mar 6th ** Wed-Apr 3rd	Covert/McClain - Unanimous
		Wed-May 1st ** Wed-June 5th ** Mon-July 1st	
		Wed-Aug 7th ** Wed-Sept 4th ** Wed-Oct 2nd	
		Wed-Nov 6th ** Wed-Dec 4th	
14	State Convention Voting Delegate	Will decide at later meeting	McClain/Wheeler - Unanimous
15	Advertising	Bradford Era	Covert/Wheeler - Unanimous
16	Emergency Management Coordinator	Dana Spittler	Covert/Wheeler - Unanimous
17	Hilltop Fire Police Chief	Tim Burkett	Covert/Wheeler - Unanimous
18	Building Code Officer/Inspector (UCC)	Mark Grassi, Kelmar Services, LLC	Covert/Wheeler - Unanimous
19	Building Code Inspector (UCC)	No 2nd Inspector	Covert/McClain - Unanimous
20	Time keeper	David A. Vossler	Covert/McClain - Unanimous
21	Safety Officer	Melissa Jo Smith	Covert/McClain - Unanimous
22	Open Records Officer	Melissa Jo Smith	Covert/Wheeler - Unanimous
23	Tax Collection Voting Delegate/Alternate	Sara Younkins/Jan M. Knight	Covert/Wheeler - Unanimous
24	UCC Appeals Board Members (3)	Mark Vossler	Covert/Wheeler - Unanimous
		Dave Kibble	Covert/Wheeler - Unanimous
		William Gallup	Covert/Wheeler - Unanimous
25	CDL Drug Testing Program	Occupational Health Systems	Wheeler/McClain - Unanimous
26	All other resolutions, appointments and ordinances remain the same.		Covert/McClain - Unanimous

The Minutes of December 5th, 2018 meeting were unanimously approved by motion of Supv Wheeler/2nd Covert. **TREASURER’S REPORT** showed the following bank balances:

	GENERAL FUND	STATE AID	SEWER	Period of	12/1/18 to 12/31/18	
Petty Cash	48.50	-	87.54	General Fund	Receipts	\$ 32,846.33
Hamlin-Checking	17,474.19	1,537.01	28,510.17		Expenses	\$ 90,826.18
PLIGT-Savings	511,685.89	125,686.04	399,419.53		Checks No.	8119-8146
Hamlin-MM	86,889.47	-		State Aid	Receipts	\$ 228.23
Hamlin - Impact	110,522.58				Expenses	\$ 6,056.00
JVB-CD			47,648.84		Checks No.	3185-3186
NWS-Checking		-	18,245.06	Sewer	Receipts	\$ 26,364.12
	\$ 726,620.63	\$ 127,223.05	\$ 493,911.14		Expenses	\$ 19,718.88
					Checks No.	2903-2928
PAID EXPENSES	7,192.36	None	7,240.76			
UNPAID EXPENSES:	\$ 78,654.09	\$ 949.75	\$ 7,291.09			

A motion was made by Supv Covert/2nd Wheeler, to accept the Treasurer’s Report, pending audit. Motion carried unanimously. By motion of Supv Wheeler/2nd McClain, it was unanimously agreed to pay the bills as listed on the Expense Report for a total of \$86,894.93, including Sewer Expenses of \$7,291.09. A motion was made by Supv Wheeler/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 97th PSATS Educational Conference & Trade Show is being held April 14th -17th in Hershey. Supervisors would like 2 people to attend this year’s event.
- 2) The PSATS news bulletin was received, Supv Covert noted that the 2019 IRS mileage rate increased from 54.5 cents per mile to 58 cents per mile. 2019 Bidding Limits: Minimum purchase amount that requires advertisement for bids increased from \$20,100 to \$20,600 for 2019. In addition, the minimum purchase amount for the telephone quotes increased from \$10,900 to \$11,100 for 2019.
- 3) Township received the PSATS News Bulletin for Nov and Dec.
- 4) Township received Hamlin Library Dec report.

OLD BUSINESS:

- 1) A motion by Supv Covert/2nd McClain to accept the Right of Way agreement for Honeywell International Inc. Motion carried unanimously.

NEW BUSINESS:

- 1) A motion was made by Supv McClain/2nd Wheeler, to adopt Resolution No. 2019-A, accepting SEO Fantaskey’s 2019 Fee Schedule for the Sewage Enforcement Officer. Motion carried unanimously. It was noted there were no increases or decreases.
- 2) A motion was made by Supv McClain/2nd Covert, to adopt Resolution No. 2019-B, to appointed Mr. Tyler R. Hannah to be our 3rd Party Solicitor for our sewer account. Motion carried unanimously.
- 3) Resolution No. 2019-C was motioned by Supv McClain/2nd Wheeler to accept Bradford Regional Medical Center Consortium Agreement for the CDL Drug Program. Motion carried unanimously.

- 4) A motion was made by Supv McClain/2nd Wheeler to accept Resolution 2019-D to increase Roadmaster, Laborer and Sec-Tres hourly wage by .35 cents per hour and increase the WWTO by .50 cents per hour. Motion carried unanimously.
- 5) A motion was made by Supv Wheeler/2nd Covert to accept Resolution 2019-E to allow Sec-Tres to setup automatic payments on the utility's bills. These bills (First Energy, UGI, National Fuel, Verizon and Comcast) will be paid out of the General Fund and Sewer Fund and a monthly statement of expenses will be provide at the monthly board meetings. Motion carried unanimously.
- 6) A motion was made by Supv Covert/2nd Wheeler to advertise the paving and guardrail bids in the Bradford Era for Gifford Hollow Bridge Replacement Project. Motion carried unanimously.
- 7) Township Auditor's Organizational Meeting will be held on Tuesday January 8th, 2019 at 6pm.
- 8) Workshop ~ None
- 9) Assessor's Office ~ 8 Changes for an increase of \$26,520.

- 10) **NEXT WORKSHOP:** will be held on January 23th, 2019 at 5:00 pm in the Township Building.
- 11) **NEXT MEETING:** will be held on February 6th, 2018 at 6:00 pm in the Township Building.
- 12) **ADJOURNMENT:** was heard at 7:02pm.

Respectfully submitted, Melissa Jo Smith, Secretary-Treasurer