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Organization Meeting:

January 3, 2022

The Organization Meeting of the Keating Township Supervisors was held on January 4, 2021 at 6:00 pm in the Township Building with Temporary Chairman McClain opening the meeting and leading the Pledge of Allegiance. Supervisor Doug Covert, Supervisor David McClain, Supervisor Robert Wheeler, Temporary Secretary Trudi Bowser and four (4) others attended the meeting.

ORGANIZATION APPOINTMENTS were as follows:			
	Position	Appointee	Motion/2nd the motion
1	Chairman	David S. McClain	Spittler/Anderson - Unanimous
2	Vice-Chairman	John Anderson	Spittler/McClain - Unanimous
3	Secretary-Treasurer	Trudi Bowser	McClain/Anderson - Unanimous
4	Clerk		McClain/Anderson - Unanimous
5	Earned Income Tax Collector	Berkheimer Associates	McClain/Anderson - Unanimous
6	Tax Collector Deputy	Dawn Babcock	McClain/Anderson - Unanimous
7	Roadmaster/Employee	David A. Vossler	McClain/Anderson - Unanimous
8	Roadmaster - Alternate	John Anderson	Spittler/McClain - Unanimous
9	SEO/Alternate	Todd S. Fantaskey/ Nick Melnick	McClain/Anderson - Unanimous
10	Solicitor	Jeanne Miglicio	McClain/Anderson - Unanimous
11	Township Code Enforcement Officer	Dana Spittler	McClain/Anderson - Unanimous
12	Vacancy Board Chairman	Robert Bosworth	McClain/Anderson - Unanimous
13	Bank Designation	Hamlin Bank & Trust Company	McClain/Anderson - Unanimous
14	Meeting Schedule	1st Wednesday of the month	McClain/Anderson - Unanimous
15	State Convention Voting Delegate	Secretary/Treasurer or Supervisor	McClain/Anderson - Unanimous
16	Advertising	Bradford Era	McClain/Anderson - Unanimous
17	Emergency Management Coordinator	Dana Spittler	McClain/Anderson - Unanimous
18	Hilltop Fire Police Chief		McClain/Anderson - Unanimous
19	Building Code Officer/Inspector (UCC)	Mark Grassi, Kelmar Services, LLC	McClain/Anderson - Unanimous
20	Building Code Inspector (UCC)		McClain/Anderson - Unanimous
21	Time keeper	Trudi Bowser	McClain/Anderson - Unanimous
22	Safety Officer	Jason Larsen	McClain/Anderson - Unanimous
23	Open Records Officer	Trudi Bowser	McClain/Anderson - Unanimous
24	Tax Collection Voting Delegate/Alternate	Sandy Vossler/Jan M. Knight	McClain/Anderson - Unanimous
25	UCC Appeals Board Members (3)	Mark Vossler	McClain/Anderson - Unanimous
		Dave Kibble	McClain/Anderson - Unanimous
		William Gallup	McClain/Anderson - Unanimous
26	Employee - Part Time (as needed)	Chet Tanner, III	McClain/Anderson - Unanimous
27	CDL Drug Testing Program	Occupational Health Systems	McClain/Anderson - Unanimous
28	All other resolutions, appointments and ordinances remain the same.		McClain/Anderson - Unanimous

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Monthly Meeting

January 3, 2022

The Minutes of December 1, 2021 meeting were unanimously approved by motion of Supervisor McClain/2nd Anderson.

TREASURER’S REPORT showed the following bank balances:

	GENERAL FUND	STATE AID	SEWER	Period of	12/1/21 to 12/31/21	
Petty Cash	324.43	-	191.17	General Fund	Receipts	\$ 22,106.96
Hamlin-Checking	267,305.37	2,776.29	4,093.67		Expenses	\$ 152,864.97
PLIGT-Savings	589,585.10	167,445.93	647,248.24		Interest Incom	\$ 271.14
Hamlin-MM	1,984.20	-			Checks No.	9090-9113
Hamlin - Impact	120,962.78			State Aid	Receipts	\$ -
Hamlin - Road Bond	128,659.47				Expenses	\$ -
NWS-Checking		-	58,706.83		Interest Incom	\$ 2.17
	\$ 1,108,821.35	\$ 170,222.22	\$ 710,239.91		Checks No.	
				Sewer	Receipts	\$ 237,112.53
UNPAID EXPENSES	\$ 48,289.70	\$ -	\$ 67,585.73		Expenses	\$ 81,164.04
					Interest Incom	\$ 28.03
					Check No.	3493-3506

A motion was made by Supervisor McClain/2nd Anderson, to accept the Treasurer’s Report, pending audit. Motion carried unanimously. By motion of Supervisor McClain/2nd Anderson, it was unanimously agreed to pay the bills as listed on the Expense Report for a total of \$115,875.43, including Sewer Expenses of \$67,585.73.

PUBLIC HEARD: John Stratton had questions on the Valley Bridge. Supervisor Anderson stated the Representative Causer’s office is leaning on the Fish and Game Commission. We should know in a couple of weeks if we can then apply for the GP-11 Permit.

John Stratton also stated if there was a way, we could change some of the wording on the quarterly invoices.

BIDS: None

COMMUNICATIONS:

- 1) The PSATS news bulletin was received, Supervisor McClain noted that the 2022 IRS mileage rate increased to 58 cents per mile. 2022 Bidding Limits: Minimum purchase amount that requires advertisement for bids increased from \$21,300 to \$21,900 for 2022. In addition, the minimum purchase amount for the telephone quotes increased from \$11,500 to \$11,800 for 2022.
- 2) Township received the PSATS News Bulletin for December.
- 3) Township received Hamlin Library December report.

OLD BUSINESS:

NEW BUSINESS:

- 1) A motion was made by Supervisor McClain/2nd Anderson to adopt Resolution 2022-A SEO Rates. Motion carried unanimously.
- 2) A motion was made by Supervisor McClain/2nd Anderson to adopt Resolution 2022-B Solicitor as Jeanne Miglicio. Motion carried unanimously.
- 3) A motion was made by Supervisor McClain/2nd Anderson to adopt Resolution 2022-C to keep BRMC Consortium for drug testing. Motion carried unanimously.

- 4) A motion was made by Supervisor McClain/2nd Anderson to adopt Resolution 2022-D to increase Roadmaster, laborers, part time-laborer and sewer operator \$.75 and the secretary/treasurer \$1.00. Motion carried unanimously.
- 5) Township Auditor's Organizational Meeting will be held on Tuesday January 4, 2022 at 6pm.
- 6) A motion was made by Supervisor McClain/2nd Anderson to discuss the auditors and to appoint an auditor. Motion Carried unanimously.
- 7) A motion was made by Supervisor McClain/2nd Anderson to appoint Roy Burt as township auditor. Motion carried unanimously.
- 8) The supervisors stated that the Highmark Vision insurance had increased \$1.00 for 2022.
- 9) Workshop – A motion was made by Supervisor McClain/2nd Anderson to send the secretary/treasurer and a supervisor to the annual PSATS conference being held April 24th – 27th. Motion carried unanimously.
- 10) Assessor's Office – None
- 11) Ruth Covert wanted to state that she was concerned about the township going backwards with the funds. Also, Ruth inquired about how many auditors we typically have. The township typically has 3 auditors, but we have had 2 for a few years.

- 12) **NEXT WORKSHOP:** will be held on January 19, 2022 at 5:00 pm in the Township Building.
- 13) **NEXT MEETING:** will be held on February 2, 2022 at 6:00 pm in the Township Building.
- 14) **ADJOURNMENT:** was heard at 6:48pm.

Respectfully submitted, Trudi Bowser, Secretary/Treasurer