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Organization Meeting:

January 6, 2020

The Organization Meeting of the Keating Township Supervisors was held on January 6, 2020 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 Secretary Melissa Jo Smith, Temporary Secretary Penny Birosh and nine (9) others attended the meeting.

ORGANIZATION APPOINTMENTS were as follows:			
	Position	Appointee	Motion/2nd the motion
1	Chairman	David S. McClain	Covert/Wheeler - Unanimous
2	Vice-Chairman	Robert Wheeler	Covert/McClain - Unanimous
3	Secretary-Treasurer	Penny Birosh	Covert/McClain - Unanimous
4	Clerk	Trudi Bowser	McClain/Wheeler - Unanimous
5	Earned Income Tax Collector	Berkheimer Associates	Covert/Wheeler - Unanimous
6	Tax Collector Deputy	Dawn Babcock	Covert/Wheeler - Unanimous
7	Roadmaster/Employee	David A. Vossler	Covert/Wheeler - Unanimous
8	SEO/Alternate	Todd S. Fantaskey/ Nick Melnick	Covert/Wheeler - Unanimous
9	Solicitor	Anthony J. Alfieri & Tyler Hannah	Covert/Wheeler - Unanimous
10	Third Party Collection Agency	District Judge William Todd	Covert/Wheeler - Unanimous
11	Vacancy Board Chairman	Robert Bosworth	Covert/Wheeler - Unanimous
12	Bank Designation	Hamlin Bank & Trust Company	Covert/Wheeler - Unanimous
13	Meeting Schedule	Wed-Feb 5th ** Wed-Mar 4th ** Wed-Apr 1rd	Covert/Wheeler - Unanimous
		Wed-May 13th ** Wed-June 3rd ** Wed-July 1st	
		Wed-Aug 5th ** Wed-Sept 2th ** Wed-Oct 7th	
		Wed-Nov 4th ** Wed-Dec 2nd	
14	State Convention Voting Delegate	Secretary/Treasurer or Supervisor	McClain/Covert - Unanimous
15	Advertising	Bradford Era	Covert/McClain - Unanimous
16	Emergency Management Coordinator	Dana Spittler	Covert/McClain - Unanimous
17	Hilltop Fire Police Chief	Tim Burkett	Covert/McClain - Unanimous
18	Building Code Officer/Inspector (UCC)	Mark Grassi, Kelmar Services, LLC	Covert/McClain - Unanimous
19	Building Code Inspector (UCC)		Covert/McClain - Unanimous
20	Time keeper	Penny Birosh	Covert/Wheeler - Unanimous
21	Safety Officer	Jason Larsen	Covert/Wheeler - Unanimous
22	Open Records Officer	Penny Birosh	Covert/Wheeler - Unanimous
23	Tax Collection Voting Delegate/Alternate	Sandy Vossler/Jan M. Knight	Covert/McClain - 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	Covert/Wheeler - Unanimous
26	All other resolutions, appointments and ordinances remain the same.		Covert/Wheeler - Unanimous

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Monthly Meeting
January 6, 2020

The Minutes of December 4, 2019 meeting were unanimously approved by motion of Supervisor McClain/2nd Wheeler.

TREASURER’S REPORT showed the following bank balances:

	GENERAL FUND	STATE AID	SEWER	Period of	12/1/19 to 12/31/19	
Petty Cash	304.50	-	352.49	General Fund	Receipts	\$ 28,867.71
Hamlin-Checking	112,629.13	1,141.60	18,207.45		Expenses	\$ 44,693.60
PLIGT-Savings	585,320.78	154,738.76	570,716.84		Interest Incom	\$ 1,334.41
Hamlin-MM	1,972.23	-			Checks No.	8439-8468
Hamlin - Impact	94,204.02			State Aid	Receipts	\$ -
Hamlin - Road Bond	107,425.25				Expenses	\$ 9,117.90
JVB-CD			48,367.60		Interest Incom	\$ 202.38
NWS-Checking		-	13,428.20		Checks No.	3185-3186
	\$ 901,855.91	\$ 155,880.36	\$ 651,072.58	Sewer	Receipts	\$ 25,671.98
					Expenses	\$ 28,469.25
UNPAID EXPENSES	\$ 91,790.37	\$ 599.98	\$ 7,012.43		Interest Incom	\$ 838.93
PAID EXPENSES	NONE	NONE	NONE		Check No.	3118-3134

A motion was made by Supervisor Covert/2nd Wheeler, to accept the Treasurer’s Report, pending audit. Motion carried unanimously. By motion of Supervisor Covert/2nd Wheeler, it was unanimously agreed to pay the bills as listed on the Expense Report for a total of \$99,402.78, including Sewer Expenses of \$7,012.43.

PUBLIC HEARD: Mr. John Stratton voiced concerns about East Valley Road conditions.

BIDS: None

COMMUNICATIONS:

- 1) The Supervisors tabled discussion concerning the 98th PSATS Educational Conference & Trade Show that is being held May 3 – 6, 2020 in Hershey.
- 2) The PSATS news bulletin was received, Supervisor McClain noted that the 2020 IRS mileage rate remains at 58 cents per mile. 2020 Bidding Limits: Minimum purchase amount that requires advertisement for bids increased from \$20,600 to \$21,000 for 2020. In addition, the minimum purchase amount for the telephone quotes increased from \$11,100 to \$11,300 for 2020.
- 3) Township received the PSATS News Bulletin for November and December.
- 4) Township received Hamlin Library December report.
- 5) Supervisor McClain noted that a volunteer to collect Census 2020 data is still needed.

OLD BUSINESS:

- 1) Supervisor McClain went over the Phase III Update indicating that the only new update is that clearances for the right of ways through the Honeywell property have been obtained.
- 2) A motion was made by Supervisor Covert/2nd Wheeler, to pay Requisition 50 in the amount of \$22,386.32. Motion carried unanimously
- 3) A motion was made by Supervisor McClain/2nd Wheeler to settle the Verizon damages claim on Bordell Road in the amount of \$18,757.34. Motion carried unanimously.
- 4) A motion was made by Supervisor McClain/2nd Wheeler to accept FirstEnergy’s offer of \$500,000.00 for the road damages along East Valley Road and Bordell Road. Motion carried unanimously.

5) A motion was made by Supervisor Covert/2nd Wheeler to sell the 2006 GMC Truck to Andrews Auto Salvage. Motion carried unanimously.

NEW BUSINESS:

- 1) A motion was made by Supervisor Covert/2nd Wheeler to adopt Resolution 2020-A accepting SEO Fantaskey's 2020 Fee Schedule for the Sewage Enforcement Officer with no changes. Motion carried unanimously.
- 2) A motion was made by Supervisor Wheeler/2nd Covert to adopt Resolution 2020-B to appointed Mr. Tyler R. Hannah to be our 3rd Party Solicitor for our sewer account. Motion carried unanimously.
- 3) A motion was made by Supervisor Wheeler/2nd McClain to adopt Resolution 2020-C to accept Bradford Regional Medical Center Consortium Agreement for the CDL Drug Program. Motion carried unanimously.
- 4) A motion was made by Supervisor McClain/2nd Wheeler to adopt Resolution 2020-D to increase Roadmaster & Laborer hourly wage by 50 cents per hour, Part-time Laborer by 35 cents per hour, Part-time Clerk by 25 cents per hour and the WWTO operator by 75 cents per hour. Motion carried unanimously.
- 5) A motion was made by Supervisor Wheeler/2nd McClain to adopt Resolution 2020-E to authorize the Secretary/Treasurer to be the Administrator to the Northwest Business Online Banking and ACH file. Motion carried unanimously.
- 6) A motion was made by Supervisor McClain/2nd Wheeler to adopt Resolution 2020-F to designate the Keating Township portion of Route 6 as a Pennsylvania Byway. Motion carried unanimously.
- 7) A motion was made by Supervisor Covert/2nd Wheeler to cash out the JVB CD # 6400087177 and place the proceeds against the Hamlin Bank Sewer Loan # 108048. Motion carried unanimously.
- 8) Supervisor Douglas Covert discussed the possibility of Keating Township residents sponsoring flags for the World War I memorial.
- 9) Township Auditor's Organizational Meeting will be held on Tuesday January 7, 2020 at 6pm.
- 10) Workshop – None
- 11) Assessor's Office – None
- 12) A motion was made by Supervisor Wheeler/2nd Covert to accept Melissa Jo Smith as a consultant at \$18.00 per hour. Motion carried unanimously.

13) **NEXT WORKSHOP:** will be held on January 22, 2020 at 5:00 pm in the Township Building.

14) **NEXT MEETING:** will be held on February 5, 2020 at 6:00 pm in the Township Building.

15) **ADJOURNMENT:** was heard at 7:01pm.

Respectfully submitted, Penny Birosh, Secretary/Treasurer