

ROBINSON TOWNSHIP

Board of Supervisors
Reorganization Meeting Minutes
January 2, 2018

CALL TO ORDER & PLEDGE

The Annual Reorganization Meeting of the Board of Supervisors for Robinson Township was called to order at 5:10 p.m. by Supervisor Rodger Kendall. Immediately prior to the meeting, newly elected Supervisor David M. Foley took the Oath of Office. Roll call of officers took place. Present for the meeting were Supervisor Rodger Kendall, Supervisor Mary Donaldson, Supervisor David Foley, Manager Crystal Brown, and Solicitor Alan Shuckrow.

PUBLIC DISCUSSION

Supervisor Kendall asked if anyone would like to speak. No discussion ensued and the meeting continued.

TEMP CHAIRMAN

Foley made a motion to appoint Kendall as Temporary Chairman. Seconded by Donaldson
RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

CHAIRMAN

Motion was made by Donaldson to appoint Kendall as Chairman to the Board for 2018. Foley seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.

V. CHAIRMAN

Motion was made by Foley to appoint Donaldson as Vice Chairman. Kendall seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.

MANAGER/ TREASURER/ SECRETARY/ RTK

Chairman Kendall made a motion to appoint Crystal Brown as Manager, Treasurer, Secretary and Right to Know Officer. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

ZONING HEARING BOARD

Chairman Kendall made a motion to appoint Virginia VanVoorhis to the Zoning Hearing Board with a term running till 2019. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson -Yes, Kendall –Yes.

Kendall made a motion to re-appoint Christopher Amodeo to the Zoning Hearing Board with a term running to 2020. Seconded by Donaldson. RCV: Foley-Yes, Donaldson-Yes, Kendall-Yes

Kendall made a motion to appoint Matt Foley as an alternate Zoning Hearing Board member with a term running to 2020. Seconded by Donaldson. RCV: Foley-Yes, Donaldson-Yes, Kendall-Yes.

RESOLUTION 01-2018 Chairman Kendall motioned to adopt Resolution 01-2018, reaffirming the appointments and terms for the Zoning Hearing Board members. Seconded by Foley.
RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.

PLANNING
COMMISSION

Chairman Kendall made a motion to re-appoint Quinten Jones to a four-year term, expiring in 2021. Foley seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.

RESOLUTION
02-2018

Chairman Kendall motioned to adopt Resolution 02-2018, reaffirming the appointments and terms for the Planning Commission members. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

EMC

Chairman Kendall motioned to appoint Doug Baird as the Emergency Management Coordinator. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall –Yes.

BOND

Chairman Kendall motioned to reaffirm the bond amount on the treasurer to be \$500,000.00. Foley seconded the motion. RCV: Kendall – Yes, Donaldson – Yes, Foley – Yes

RESOLUTION
03-2018,
DEPOSITORY

Chairman Kendall made a motion to adopt Resolution 03-2018, to continue to use Northwest Savings Bank in McDonald with all three Supervisors as signatories. Donaldson seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.

MILEAGE RATE

Chairman Kendall made a motion to establish the mileage reimbursement rate at 54.5 cents per mile. Donaldson seconded the motion. RCV: Foley - Yes, Donaldson - Yes, Kendall – Yes.

MEETING DATES

Chairman Kendall made a motion to set the monthly meetings for 2018 for the second Monday of each month at 6 p.m. at the Township Building. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

ROAD MASTERS

Kendall made a motion to appoint current Board of Supervisors as Road Masters. Seconded by Donaldson. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

POLICE AND
FIRE LIAISON

Chairman Kendall made a motion to appoint Crystal Brown as police and fire liaison. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

- SOLICITOR Chairman Kendall made a motion to appoint Strassburger, McKenna, Gutnick and Gefsky as the Township Solicitor. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.
- ENGINEER Chairman Kendall made a motion to appoint HMT & Associates as the Engineer for the Township. Foley seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.
- WAGE TAX Chairman Kendall made a motion to appoint Keystone Collections Group as the Township EIT Tax Collector. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.
- REAL ESTATE TAX Chairman Kendall made a motion to appoint Alisha Kendall to collect Light Tax, Per Capita, Fire Hydrant, Fire, Local Service Tax and Real Estate Tax. Ms. Kendall is an elected official with a term that expires end of 2022 and she will maintain a Bond. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.
- RESOLUTION 04-2018 Chairman Kendall motioned to adopt Resolution 04-2018, setting the Real Estate Tax Rate for 2018. Foley seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.
- RESOLUTION 05-2018 Chairman Kendall motioned to adopt Resolution 05-2018, appointing Jeffrey McCue as CPA Auditor. Seconded by Donaldson. RCV: Foley - Yes, Donaldson - Yes, Kendall - Yes.
- VACANCY BOARD Chairman Kendall made a motion to re-appoint John Campbell to a position on the Vacancy Board. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Abstain, Kendall – Yes.
- APPEALS BOARD Chairman Kendall made a motion to re-appoint Quinten Jones to the Appeals Board. Donaldson seconded the motion RCV: Kendall – Yes, Donaldson – Yes, Foley – Yes.
- ZONING/CODE ENFORCEMENT OFFICER Chairman Kendall made a combined motion to retain Mark Dorsey as Zoning/Code Enforcement Officer with a pay rate as specified in the 2018 Budget. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.
- BUILDING INSPECTOR Chairman Kendall made a motion to retain Municipal Consulting Services/Harold Ivery as the Building Code Officials. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.
- ANIMAL CONTROL Chairman Kendall made a motion to retain Kym Seccret as Animal Control Officer. Donaldson seconded the motion. RCV: Foley - Yes, Donaldson - Yes, Kendall - Yes.

STATE CONVENTION Chairman Kendall made a motion to approve the attendance of 5 employees, to be determined, at the State township official's convention in April. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

VOTING DELEGATE Motion carried to appoint David Foley as voting delegate at the State convention. Donaldson seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

ADJOURNMENT Motion carried to adjourn the Reorganization Meeting at 5:55 p.m.

Respectfully submitted,

Crystal Brown, Township Manager