

ROBINSON TOWNSHIP  
Board of Supervisors  
Reorganization Meeting Minutes  
January 7, 2019

CALL TO  
ORDER &  
PLEDGE

The Annual Reorganization Meeting of the Board of Supervisors for Robinson Township was called to order at 6:00 p.m. by Supervisor Rodger Kendall. 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 2019. 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

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

ZONING  
HEARING  
BOARD

Donaldson made a motion to re-appoint Keith Pfender to the Zoning Hearing Board with a term running to 2021. Foley seconded the motion. RCV: Foley – Yes, Donaldson -Yes, Kendall –Yes.

RESOLUTION 01-2019 Donaldson motioned to adopt Resolution 01-2019, reaffirming the appointments and terms for the Zoning Hearing Board members. Seconded by Foley.  
RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.

PLANNING  
COMMISSION

Donaldson made a motion to re-appoint Anthony Orlandini to a four-year term on the Planning Commission, expiring in 2022. Foley seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.

RESOLUTION  
02-2019

Donaldson motioned to adopt Resolution 02-2019, reaffirming the appointments and terms for the Planning Commission members. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes.

EMC

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

BOND

Donaldson 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  
03-2019,  
DEPOSITORY

Donaldson made a motion to adopt Resolution 03-2019, to continue to use Northwest Savings Bank in McDonald with all three Supervisors as signatories. Foley seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes.

MILEAGE RATE

Donaldson made a motion to establish the mileage reimbursement rate at 58 cents per mile, as set by the IRS. Foley seconded the motion. RCV: Foley - Yes, Donaldson - Yes, Kendall – Yes.

MEETING DATES

Donaldson made a motion to set the monthly meetings for 2019 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

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

POLICE AND FIRE  
LIAISON

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

EMPLOYEE  
BENEFITS

Donaldson made a motion to re-affirm employee benefits for 2019, with no changes. Foley seconded the motion. RCV: Foley -- Yes, Donaldson - Yes, Kendall - Yes.

- SOLICITOR Donaldson made a motion to appoint Strassburger, McKenna, Gutnick and Gefsky as the Township Solicitor. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Yes. Solicitor Shuckrow expressed thanks on behalf of the firm for the re-appointment and his and Gretchen Moore's pleasure at serving Robinson Township.
- ENGINEER Donaldson made a motion to appoint T3 Global Strategies represented by Keith Straight as the Engineer for the Township. Foley seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Kendall – Yes. Mr. Straight introduced himself and expressed thanks for the appointment.
- WAGE TAX Donaldson made a motion to appoint Keystone Collections Group as the Township EIT Tax Collector. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall –Yes.
- REAL ESTATE TAX Donaldson made a motion to affirm that Bonnie Moore is the appointed Real Estate Tax Collector, deputizing Alisha M. Kendall to collect Light Tax, Per Capita, Fire Hydrant, Fire, Real Estate Tax. The collectors maintain a bond through McMahon, Kenneth & Associates, Inc. Foley seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Kendall – Abstain.
- LST TAX Donaldson made a motion appointing Alisha M. Kendall to collect Local Service Tax. Motion seconded by Foley. RCV: Foley - Yes, Donaldson - Yes, Kendall - Abstain.
- RESOLUTION 04-2019 Donaldson motioned to adopt Resolution 04-2019, setting the Real Estate Tax Rate for 2019. Seconded by Foley. RCV: Foley - Yes, Donaldson - Yes, Kendall - Yes.
- RESOLUTION 05-2019
- VACANCY BOARD
- APPEALS BOARD Chairman Kendall motioned to adopt Resolution 05-2018, appointing Jeffrey McCue as CPA Auditor. Seconded by Donaldson. RCV: Foley - Yes, Donaldson - Yes, Kendall - Yes.
- ZONING/CODE ENFORCEMENT OFFICER 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.
- BUILDING INSPECTOR 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.
- ANIMAL CONTROL 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.  
Chairman Kendall made a motion to retain Kym Secreet as Animal Control Officer. Donaldson seconded the motion. RCV: Foley - Yes, Donaldson - Yes, Kendall - Yes.
- 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.

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.

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Respectfully submitted,

Crystal Brown, Township Manager