

ROBINSON TOWNSHIP
Board of Supervisors
Reorganization Meeting Minutes
January 6, 2020

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 Mary Donaldson. Roll call of officers took place. Present for the meeting were Supervisor Chris Amodeo, Supervisor Mary Donaldson, Supervisor David Foley, Administrative Assistant Gail Matus, Zoning Officer Mark Dorsey, and Solicitor Alan Shuckrow.

PUBLIC DISCUSSION

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

TEMP CHAIRMAN

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

CHAIRMAN

Motion was made by Foley to appoint Donaldson as Chairman of the Board for 2020. Amodeo seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Amodeo – Yes.

V. CHAIRMAN

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

MANAGER/
TREASURER/
SECRETARY/
RTK

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

BOND

Amodeo made a motion to establish amount of Treasurer’s Bond as \$500,000.00. Seconded by Foley. RCV: Foley- Yes, Donaldson- Yes, Amodeo- Yes.

Resolution 01-2020

Foley motioned to adopt Resolution 01-2020, reaffirming the appointments for the Zoning Hearing Board members. Seconded by Amodeo.

RCV: Foley– Yes, Donaldson - Yes, Amodeo

**Resolution
02-2020**

Foley motioned to adopt Resolution 02-2020, reaffirming the appointments and terms for the Planning Commission members. Amodeo seconded the motion.
RCV: Foley – Yes, Donaldson - Yes, Amodeo – Yes.

EMC

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

**Resolution
03-2020**

Foley made a motion to adopt Resolution 03-2020, to continue to use Northwest Savings Bank in McDonald with all three Supervisors as signatories. Amodeo seconded the motion.
RCV: Foley– Yes, Donaldson - Yes, Amodeo – Yes.

MILEAGE RATE

Foley made a motion to establish the mileage reimbursement rate at 57.5 cents per mile, as set by the IRS. Amodeo seconded the motion. RCV: Foley - Yes, Donaldson - Yes, Amodeo – Yes.

MEETING DATES

Foley made a motion to set the monthly meetings for 2020 for the second Monday of each month at 6 p.m. at the Township Building. Amodeo seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Amodeo – Yes.

ROAD MASTERS

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

**POLICE AND FIRE
LIAISON**

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

**EMPLOYEE
BENEFITS**

Foley made a motion to affirm existing benefits for employees, Township to contribute a maximum figure to the health insurance premium, effective June 2020. The figure to be determined at that time; employee to pay excess after Township contribution. Seconded by Amodeo.
RCV: Foley -- Yes, Donaldson - Yes, Amodeo- Yes.

- SOLICITOR** Foley made a motion to appoint Strassburger, McKenna, Gutnick and Gefsky as the Township Solicitor. Amodeo seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Amodeo – 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** Foley made a motion to appoint Redcon Engineering, represented by Keith Straight as the Engineer for the Township. Amodeo seconded the motion. RCV: Foley– Yes, Donaldson - Yes, Amodeo – Yes. Mr. Straight expressed thanks for the appointment.
- WAGE TAX** Foley made a motion to appoint Keystone Collections Group as the Township EIT Tax Collector. Amodeo seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Amodeo –Yes.
- LST TAX** Foley made a motion appointing Alisha M. Kendall to collect Local Service Tax. Motion seconded by Amodeo. RCV: Foley - Yes, Donaldson - Yes, Amodeo - Yes.
- Resolution 04-2020** Foley motioned to adopt Resolution 04-2020, setting the Real Estate Tax Rate for 2020. Seconded by Amodeo. RCV: Foley - Yes, Donaldson - Yes, Amodeo - Yes.
- Resolution 05-2020** Foley made a motion to adopt Resolution 05-2020, appointing Jeffrey McCue as CPA auditor. Seconded by Amodeo. RCV: Foley - Yes, Donaldson - Yes, Amodeo - Yes.
- VACANCY BOARD** Foley made a motion to appoint John Campbell to the Vacancy Board. Motion was seconded by Amodeo. Donaldson stated her intention to abstain and submitted an abstention memo.
RCV: Foley - Yes, Donaldson - ABSTAIN, Amodeo - Yes.
- Resolution 06-2020** Foley made a motion to approve Resolution 06-020, appointing Alisha M. Kendall as collector of municipal real estate, street light, fire hydrant, fire tax, interim tax, and per capita tax with terms described in formal agreement. Seconded by Amodeo. RCV: Foley - Yes, Donaldson - Yes, Amodeo - Yes.
- APPEALS BOARD** Foley made a motion to appoint Crystal Brown to the Appeals Board for a three-year term. Amodeo seconded the motion RCV: Amodeo – Yes, Donaldson – Yes, Foley – Yes.
- ZONING/CODE ENFORCEMENT OFFICER** Foley made a motion to retain Mark Dorsey as Zoning/Code Enforcement, and GIS coordinator. Seconded by Amodeo. RCV: Foley - Yes, Donaldson - Yes, Amodeo - Yes.
- BUILDING INSPECTOR** Foley made a motion to retain Municipal Consulting Services/Harold Ivery Jr. as the Building Code Official. Amodeo seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Amodeo –Yes.
- ANIMAL CONTROL** Foley made a motion to retain Animal Control Services/Kym Secreet as animal control. Seconded by Amodeo. RCV: Foley - Yes, Donaldson - Yes, Amodeo - Yes.

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

VOTING DELEGATE Foley made a motion to appoint Chris Amodeo as voting delegate at the State convention. Amodeo seconded the motion. RCV: Foley – Yes, Donaldson - Yes, Amodeo – Yes.

ADJOURNMENT Motion made by Foley to adjourn the Reorganization Meeting at 6:20 p.m. Seconded by Amodeo. All in favor. At this time the Regular Meeting commenced.

Respectfully submitted,

Crystal Brown, Township Manager from notes taken by Gail Matus, Administrative Assistant