Monday, January 2, 2023

The Penn Township Board of Supervisors met today at 11:00 a.m. with the Interim Chairman, Samuel M. Ward, presiding. Also present were Supervisors, Douglas A. Roth, and Wilbert J. Mowry, Jr., and Township Manager, Linda D. Zerfoss.

**Organizational Meeting**

Supervisor Ward made a motion and Supervisor Roth seconded the motion that Linda D. Zerfoss be nominated, Chairman Pro Tem. There being no further nominations, questions, or comments from the audience, the motion carried.

**Chairman**

Chairman Pro Tem, Linda D. Zerfoss asked for a nomination for Chairman for the year 2023. Supervisor Roth made a motion and Supervisor Mowry seconded the motion that Samuel M. Ward be nominated for Chairman. The motion carried. There being no further nominations, Mr. Ward was elected Chairman for the year 2023.

At this point in the meeting, Supervisor Ward assumed the duties of Chairman.

**Vice-Chairman**

Supervisor Mowry made a motion and Supervisor Ward seconded the motion that Douglas A. Roth be nominated, Vice-Chairman. The motion carried. There being no further nominations, Mr. Roth was elected Vice Chairman for the year 2023.

Mrs. Zerfoss read the following statement:

1. Re-appoint Linda D. Zerfoss as Township Manager for the year 2023, resolving her salary to be set at $41.90 per hour.

2. Set the Township Manager’s Treasury Bond at $850,000 for the year 2023 and renew the fidelity and position bond for $100,000.

3. Re-appoint Jack Sirkoch as Chairman of the Vacancy Board for the year 2023.

4. Re-appoint Lope Casker and Casker, Chris Reese, Esquire as Township Solicitor for the year 2023.

5. Re-appoint NexTier Bank depository for Township funds for the year 2023, with interest-bearing accounts in the Pennsylvania Local Government Investment Trust.

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**Organizational Meeting – Continued**

6. Re-appoint Michael K. Corle as primary Sewage Enforcement Officer for the year 2023, resolving his salary to be set at an annual rate of $24,836.50.

7. Appoint Patrick West as an alternate Sewage Enforcement Officer for the year 2023.

8. Re-appoint Dennis Sybert as Animal Control Officer for the year 2023 with a $350.00 per month contract.

9. Re-appoint Chuck McCall to the Penn Township Planning Commission for a four-year term.

10. Re-appoint Eric Mockenhaupt to the Penn Township Zoning Hearing Board for a three-year term.

11. Approve Resolution #551 for the Police Pension Fund.

12. Appoint Nanette Rau as a voting alternate member of the Penn Township Zoning Hearing Board.

13. Re-appoint Dillon, McCandless, King, Coulter & Graham (Matthew Marshall) as Zoning Hearing Board attorney for the year 2023.

14. Set the tax rate for General Township purposes at 5.94 mills and fire purposes at 2.06 mills for the year 2023.

15. Re-enact the 1% Real Estate Transfer Tax under Act 511 for the year 2023.

16. Set compensation for the Police Department under the 1st year of their three-year contract according to the Collective Bargaining Agreement, specifically Addendum #1:

Cheryl Cranmer, Sergeant - $33.54 per hour

Jack Ripper, Corporal - $31.69 per hour

Dennis Crawford, Jr., Corporal - $31.69 per hour

Alyssa Mathews, Patrolman, $31.07 per hour

Steven Setnar, Part-time Patrolman - $24.86 per hour

Bryan Costanzo, Part-time Patrolman - $21.75 per hour

Jeremy Walters, Part-time Patrolman - $21.75 per hour

17. Set compensation for administrative employees for 2023:

Clinton A. Bonetti, Land Use Administrator - $30.66 per hour

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**Organizational Meeting – Continued**

18. Set compensation for road department employees for 2023:

Rodney Myers - $31.09 per hour

Dan Wible - $27.73 per hour

Robert Renfrew - $23.72 per hour

Rehire Doug Roth as Road Employee/Working Supervisor

The Board of Auditors will set the compensation for Working Supervisors at their organizational meeting on Tuesday, January 3, 2023.

19. Set the payroll period to end on Saturday and be paid bi-weekly.

20. Approve Resolution #552, Fee Schedule for Penn Township Services for the year 2023.

21. Set the second Tuesday of each month as a meeting day for the Board of Supervisors. The time for meetings will be set at 5:30 p.m. for the workshop and 6:00 p.m. for the regular meeting with the post-workshop following the meeting.

22. Authorize Road Department head, Dan Wible, to spend up to $800.00 per month for the purchase of supplies and equipment for the Road Department.

23. Authorize uniform allotments of $500.00 per year to each full-time officer and $275.00 per year to each part-time officer as per their respective collective bargaining agreement.

24. Set the mileage expense at the Federal Guideline.

25. Require approval by the Board of Supervisors to exceed individual budgeted line items.

26. Authorize attendance at the PA State Association of Township Supervisors annual conference in Hershey, PA for the three Board members, the Township Manager, and Land Use Administrator, and to have Douglas A. Roth as the voting delegate.

27. Have the Township Manager advertise the Board of Supervisors, Planning Commission, and Parks Committee meetings for the year 2023.

28. Re-appoint Clinton Bonetti as Township Records Officer for the year 2023.

29. Re-appoint Herbert, Rowland, & Grubic, Inc. as Township Engineers as Township Engineer for the year 2023.

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**Organizational Meeting – Continued**

31. Re-appoint Karen Trempus to the Penn Township Parks and Recreation Board for a five-year term.

32. Appoint Linda Zerfoss as the delegate and Erma Mowry as the alternate to the Butler County Tax Collection Committee.

Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the items listed above to be approved as presented. The motion carried.

Seeing no further business, that the books for 2022 be closed and presented for audit.

Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the Organizational Meeting be adjourned.

The meeting adjourned at approximately 11:10 a.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township