

Monday, January 2, 2024

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., Township Manager, Linda D. Zerfoss, and Land Use Administrator, Clinton A. Bonetti.

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 2024. 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 2024.

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 2024.

Mrs. Zerfoss read the following statement:

1. Re-appoint Linda D. Zerfoss as Township Manager for the year 2024, resolving her salary to be set at \$43.99 per hour.
2. Set the Township Manager's Treasury Bond at \$850,000 for the year 2024 and renew the fidelity and position bond for \$100,000.
3. Chairman of the Vacancy Board for the year 2024 was tabled until the Board of Supervisors meeting on January 9, 2024.
4. Appoint Matt Marshall, Esquire, and Anthony Cosgrove, Esquire, of Dillon McCandless King Coulter and Graham as Township Solicitor for the year 2024.
5. Re-appoint NextTier Bank depository for Township funds for the year 2024, 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 the primary Sewage Enforcement Officer for the year 2024, resolving his salary to be set at an annual rate of \$25,829.96.

7. Re-appoint Patrick West as an alternate Sewage Enforcement Officer for the year 2024.

8. Re-appoint Dennis Sybert as Animal Control Officer for the year 2024 with a \$350.00 per month contract.

9. Re-appoint Art Black and appoint Willard Burns to the Penn Township Planning Commission for a four-year term.

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

11. Approve Resolution #563 for the Police Pension Fund.

12. The voting alternate member of the Penn Township Zoning Hearing Board was tabled.

13. Appoint Brian Farrington of Charlton Law as Zoning Hearing Board attorney for the year 2024.

14. Set the tax rate for General Township purposes at 5.94 mills and for fire purposes at 2.06 mills for the year 2024.

15. Re-enact the 1% Real Estate Transfer Tax under Act 511 for the year 2024.

16. Set compensation for the Police Department under the 2nd year of their three-year contract according to the Collective Bargaining Agreement, specifically Addendum #1:

Cheryl Cranmer, Sergeant - \$35.22 per hour
Dennis Crawford, Jr., Corporal - \$33.27 per hour
Jeremy Walters, Patrolman - \$32.62 per hour
Korey Zarnick, Patrolman - \$22.84 per hour

Alyssa Mathews, Part-time Patrolman, \$31.07 per hour
Steven Setnar, Part-time Patrolman - \$26.09 per hour
Bryan Costanzo, Part-time Patrolman - \$21.75 per hour

17. Set compensation for administrative employees for 2024:

Clinton A. Bonetti, Land Use Administrator - \$32.19 per hour

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Organizational Meeting - Continued

18. Set compensation for road department employees for 2024:

Dan Wible - \$29.11 per hour
Rodney Myers - \$32.64 per hour
Robert Renfrew - \$24.90 per hour

The Board of Auditors will set the compensation for Working Supervisors at their organizational meeting on Tuesday, January 3, 2024.

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 2024.

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 the Land Use Administrator, and to have Wilbert J. Mowry, Jr. as the voting delegate.

27. Have the Township Manager advertise the Board of Supervisors, Planning Commission, and Parks Committee meetings for the year 2024.

28. Re-appoint Clinton Bonetti as Township Records Officer for the year 2024.

29. Re-appoint Herbert, Rowland, & Grubic, Inc. as Township Engineers as Township Engineer for the year 2024.

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Organizational Meeting - Continued

31. Re-appoint Melissa Heagy 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 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 11:18 a.m.

Approved:

Respectfully Submitted:

Samuel M. Ward
Chairman
Board of Supervisors

Linda D. Zerfoss
Township Manager
Penn Township