

The Potter Township Supervisors held their Annual Reorganization Meeting on Tuesday, January 2, 2018 at the Potter Township Municipal Building.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar
 Solicitor: Michael Jones
 Secretary: Linda McCoy
 Visitors: Bill Winkle, Pete Urtz, Vicky Carlton

Ms. Matsco called the meeting to order at 6:00 pm and led the Salute to the flag.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
 To reappoint Rebecca Matsco as the Chairwoman of the Board of Supervisors for the year 2018.

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
 To reappoint Earl Shamp as the Vice-Chairman of the Board of Supervisors for the year 2018.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
 To appoint Linda McCoy as the Secretary/Treasurer for the year 2018, at a rate of \$21.63 per hour and to be bonded at \$800,000.00.

MOTION: Al Cwynar SECOND: Earl Shamp
 To appoint Dave Hagen as Part-time Clerk for the year 2018 at a rate of \$20.40 per hour, not to exceed \$8,500.00 per year.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
 To retain Michael B. Jones, Esq. as the Township Solicitor for the year 2018 at costs of \$6,000.00 per yearly retainer, \$250.00 per ordinance, \$100.00 per hour for Routine Legal Services and \$150.00 per hour for Litigation for the year 2018.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
 To reappoint Widmer engineering, Inc. as the Township Engineer at the costs as listed on the 2018 Fee Guide, for the year 2018.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
 To retain WesBanco as the depository of the Township funds for the year 2018.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
 Monthly meetings have been set for the 2nd and 4th Wednesday of each month and work sessions are to be held on the 1st, 3rd and 5th Wednesday of each month as required. All meetings will be held in the Municipal Building, 206 Mowry Road, Monaca, PA. All regular meetings and work sessions are scheduled for 6:00pm. The next regular meeting is scheduled for January 24, 2018.

ROAD DEPARTMENT

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
 To reappoint Rebecca Matsco as Chairwoman of the Road Department for the year 2018.

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
 To reappoint Earl Shamp as Vice-Chairman of the Road Department for the year 2018.

MOTION: Earl Shamp SECOND: Rebecca Matsco ABSTAINED: Al Cwynar MOTION CARRIED
 To retain Justin Cwynar the Road Foreman for the year 2018. All wages to be set at the hourly rates and benefits to be given as specified in the Union contract.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To hire as part-time road workers for the year 2018, Terry Marich, Mark Summerville and Allan McCoy at the rate of \$11.90 per hour.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To approve Supervisors as Road Master at a rate of \$11.90 per hour subject to approval by the Township Auditors for the year 2018.

POLICE DEPARTMENT

MOTION: Earl Shamp SECOND: Rebecca Matsco MOTION CARRIED
To appoint Al Cwynar as Chairman of the Police Department for the year 2018.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Rebecca Matsco as the Vice-Chairwoman of the Police Department for the year 2018.

MOTION: Earl Shamp SECOND: Rebecca Matsco MOTION CARRIED
To appoint Al Cwynar as the Center/Potter Police Authority representative for the year 2018.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To retain the Beaver County Humane Society as the Animal Control Agency for the year 2018 at a rate of \$250.00 per month.

FIRE DEPARTMENT

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To appoint Earl Shamp as the Chairman of the Fire Department for the year 2018.

MOTION: Earl Shamp SECOND: Rebecca Matsco MOTION CARRIED
To appoint Al Cwynar as the Vice-Chairman of the Fire Department for the year 2018.

MUNICIPAL SERVICES

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To hire Allan McCoy as the Building Custodian for the year 2018 at the rate of \$13.77 per hour.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Dave Hagen as the Zoning and Code Enforcement Officer for the year 2018 at the rate of \$300 per quarter annum.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Linda McCoy as the Right-to-Know Officer for the year 2018.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint MDIA as the Township Building Inspectors for the year 2018.

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To appoint Earl Shamp as the Building Inspection Liaison between the Building Inspector and the Township for the year 2018.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint A-G Squared Services LLC as the Sewage Enforcement Officer at the rates listed on the 2018 Fee Guide, for the year 2018.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To retain Berkheimer Tax Administrators as the Earned Income Tax and Local Services Tax Collector for the year 2018.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Cottrill, Arbutina & Associates to audit the Township for the year 2017. .

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Linda McCoy as the Township Mercantile Tax Collector for the year 2018.

THE FOLLOWING APPOINTMENTS FOR THE YEAR 2017 ARE SUBJECT TO THE ACCEPTANCE OF THE APPOINTEE:

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Dawn Neely as a Township Auditor for a term of six years, term to expire December 2023.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Philip Floyd to the Planning Commission for a term of four years, term to expire December 2021.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint George Barnes as an alternate on the Planning Commission for a term of four years, term to expire December 2021.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Mark Summerville to the Zoning Hearing Board for a term of three years, term to expire December 2020.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Edward (Dino) Patton to the Potter Township Industrial & Commercial Development Authority for a term of five years, term to expire December 2022.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Bill Winkle as Chairman of the Vacancy Hearing Board for the year 2018.

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To appoint Earl Shamp as the PSATS CDL Program Representative for the year 2018.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Rebecca Matsco as the voting delegate to the PSATS State Convention in April 2018 for the year 2018.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Rebecca Matsco as the Board's Representative to the Beaver County Regional Council of Governments for the year 2018 and Earl Shamp as the Alternate Representative to the BCRCOG.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To authorize the Supervisors and part-time Secretary to attend the County Convention with wages and travel expenses paid for the year 2018. (Supervisors wage for Supervisors.)

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To authorize employees to attend training classes as offered throughout the year, with wages and expenses paid, subject to approval of immediate supervisor for the year 2018.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To authorize the mileage reimbursement rate to be determined by the IRS for 2018.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To authorize the Potter Township Volunteer Fire Department and Ladies Auxiliary to participate in fundraising events for the year 2018.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

To authorize the treasurer to pay bills between meetings from vendors that offer a discount if paid within a certain period or for bills that fall due before a regular scheduled meeting for the year 2018. At each meeting, the list of checks written under this provision will be included with the listing that is approved that evening.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

To authorize the Beaver County Regional Council of Governments to do the advertising and bidding of our commodities for the year 2018.

ANNOUNCEMENTS:

The Township Auditors will hold their Organization Meeting on Wednesday, January 3, 2017 at 7:00 pm in the Township Municipal Building.

The Township Planning Commission will hold their Organization Meeting on Thursday, January 4, 2018 at 7:00 pm in the Township Building.

There will be a Public Hearing for a Rental Occupancy Ordinance on January 24, 2018 at 5:00 pm in the Township Building.

The Supervisors will hold a Work Session followed by a Regular Business Meeting on January 24, 2018 at 6:00 pm in the Township Building.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:17 pm.

Respectfully Submitted,

Linda McCoy