The Potter Township Supervisors held their Annual Reorganization Meeting on Monday, January 5, 2015 at the Potter Township Municipal Building.

In attendance were:

Supervisors:	Rebecca Matsco, Earl Shamp and Al Cwynar
Solicitor:	Michael Jones
Engineer:	Dan Sell
Secretary:	Christie Floyd-Gabel
Visitors:	Victor Gurinowitsch, Shannon Debes, Tim Wetzel and Bill Winkle

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Rebecca Matsco as Temporary Chairman of the Board of Supervisors.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Christie Floyd-Gabel as Temporary Secretary to the Board of Supervisors.

Ms. Matsco called the meeting to order at 6:08pm and led the Salute to the flag.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint Rebecca Matsco as the Chairman of the Board of Supervisors for the year 2015.

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To reappoint Earl Shamp as the Vice-Chairman of the Board of Supervisors for the year 2015.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To retain Christie Floyd-Gabel as the Secretary/Treasurer for the year 2015, at a salary of $20,740 per year and to be bonded at $300,000.00. (The amount of bond to be increased if the balance of funds exceeds $300,000.00)

MOTION: Al Cwynar SECOND: Earl Shamp
To hire a Part-time Secretary, to be named later for the year 2015 at a rate of $15.00 per hour.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To retain Michael B. Jones, Esq. as the Township Solicitor for the year 2015 at costs of $5,400.00 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 2015.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To retain Widmer Engineering, Inc. as the Township Engineer at the costs as listed on the 2015 Fee Guide, for the year 2015.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To retain ESB Bank as the depository of the Township funds for the year 2015.

MOTION: Al Cwynar SECOND: Earl Shamp OTION 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 February 11, 2015.

ROAD DEPARTMENT

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint Rebecca Matsco as chairman of the Road Department for the year 2015.

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To reappoint Earl Shamp as Vice-chairman of the Road Department for the year 2015.

MOTION: Earl Shamp SECOND: Rebecca Matsco ABSTAINED: Al Cwynar MOTION CARRIED
To retain Justin Cwynar the Road Foreman for the year 2015. All wages to be set at the hourly rates and benefits to be given as specified in the Union contract signed in January 2014.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To hire as part-time road worker for the year 2015, Allan McCoy at the rate of $18.78 per hour and a laborer at $11.55 per hour, to be named later.

MOTION: Al Cwynar SECOND: Rebecca Matsco AGAINST: Earl Shamp MOTION CARRIED
To approve Supervisors as Road Master at a rate of $9.75 per hour subject to approval by the Township Auditors.

POLICE DEPARTMENT

MOTION: Earl Shamp SECOND: Rebecca Matsco MOTION CARRIED
To appoint Al Cwynar as chairman of the Police Department for the year 2015.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Rebecca Matsco as the vice-chairman of the Police Department for the year 2015.

MOTION: Earl Shamp SECOND: Rebecca Matsco MOTION CARRIED
To appoint Al Cwynar as the Center/Potter Police Authority representative for the year 2015.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To retain the Beaver County Humane Society as the Animal Control Agency for the year 2015 at a rate of $190.00 per month. The Supervisors need to sign the annual agreement.

FIRE DEPARTMENT

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To appoint Earl Shamp as the chairman of the Fire Department for the year 2015.

MOTION: Earl Shamp SECOND: Rebecca Matsco MOTION CARRIED
To appoint Al Cwynar as the vice-chairman of the Fire Department for the year 2015.

MUNICIPAL SERVICES

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To retain Angelo Manoleras as the Building Custodian for the year 2015 at the rate of $12.44 per hour.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Dave Hagen as the Zoning and Code Enforcement Officer for the year 2015 at the rate of $300 per quarter annum.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Code.sys Code Consulting, Inc and MDIA as the Township Building Inspectors for the year 2015.

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To appoint Earl Shamp as the Township liaison between the Building Inspector and the Township for the year 2015.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Larson Design Group. as the Sewage Enforcement Officer at the rates listed on the 2015 Fee Guide, for the year 2015. The Supervisors need to sign the annual agreement.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To retain Berkheimer Tax Administrators as the Earned Income Tax and Local Services Tax Collector for the year of 2015.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Christie Floyd-Gabel as the Township Mercantile Tax Collector for the year 2015.

THE FOLLOWING APPOINTMENTS FOR THE YEAR 2015 ARE SUBJECT TO THE ACCEPTANCE OF THE APPOINTEE.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint Mark Summerville to the Zoning Hearing Board for a term of three years, term to expire January 2018.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint Joe Hall to the Planning Commission for a term of three years, term to expire January 2018.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint Peter Urtz to the Planning Commission for a term of four years, term to expire January 2019.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint Lenny Miller to the Planning Commission for a term of five years, term to expire January 2020.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint Patricia Karanovich to the Recreation Board for a term of four years, term to expire January 2019.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint Victoria Leininger to the Potter Township Industrial and Commercial Development Authority for a term of five years, term to expire January 2020.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint William Winkle as chairman of the Vacancy Hearing Board for the year 2015.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint Rebecca Matsco as the PSATS CDL Program Representative for the year 2015.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint Rebecca Matsco as the voting delegate to the PSATS State Convention in April 2015.

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 2015 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 Secretaries to attend the County Convention with wages and travel expenses paid. (Supervisors wage for Supervisors. Auditors to attend County Convention with $50.00 compensation and expenses paid.

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.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To authorize the mileage reimbursement rate at $.575 per mile.

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 2015.

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. 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.

REGULAR BUSINESS MEETING:

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
TO APPROVE THE MINUTES OF THE DECEMBER 17, 2014.

CITIZENS:
No Citizens made any comments.

NEW BUSINESS:
MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
TO PASS RESOLUTION 1-2015, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA APPOINTING CHRISTIE FLOYD- GABEL TO THE PART-TIME POSITION OF TOWNSHIP SECRETARY FOR THE TOWNSHIP OF POTTER, ESTABLISHING THE SALARY FOR HER SERVICES AND OTHER TERMS OF EMPLOYMENT.

The Supervisors signed the *At Will Employment Agreement* between the Township and Christie Floyd-Gabel.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
TO PASS RESOLUTION 2-2015, A RESOLUTION OF TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA APPROVING THE STONEY RIDGE SUBDIVISION PLAN #2.

SOLICITOR:

Mr. Jones has contacted the Center Twp. Sewage Authority concerning the intergovernmental agreement. He asked if there were any other requests the Supervisors wanted to have on the agreement. The Supervisors had none. Mr. Jones suggested that he contact the Center Twp. Board of Supervisors for their approval of the agreement since they appoint members to the Sewage Authority.

Mr. Jones recommended that Potter Twp. quash the appeal case against Seitel Corp. since all work in our township has been completed.

Mr. Cwynar informed Mr. Jones what transpired over the weekend at 165 Mowry Road. Road signs were destroyed and there was a confrontation with both Mr. Dear's. Mr. Jones will handle the problem for the Supervisors.

The Supervisors requested Mr. Jones to create an agreement for non-conforming zoning work to be completed by Mr. Dave Hagan at $20/hour.

The Supervisors asked Mr. Jones if another ad for the township secretary position needed to run in the Beaver County Times. He replied that we did not need to unless they felt they could get more applicants for the job.

ENGINEER:
Mr. Sell has reviewed the Stoney Ridge Subdivision Plan 3 and all requests were completed. The Supervisors can sign the plan.

Mr. Sell has finalized the new Zoning map. He will email the final one to the township for copies and make large copies for the Township.

Mr. Sell met with our Planning Commission to review the Shell project for the bridge over Route 18. He is still doing some review work on it and will have his comments ready for the next Planning Commission meeting.

Mr. Sell is sending us the Act 537 Plan via email, since our copy went to Shell Chemicals.

The Beaver County Development Block Grant due date is approaching; Mr. Sell wanted to know what projects the Supervisors would be in the best interest for a grant. The Supervisors suggested the following:

1. Road building on the Tank Farm
2. A site plan for a sewage treatment plant on the Tank Farm.

Mr. Shamp asked Mr. Sell to check with the PA DEP to see which would be better, a small batch plant or a holding tank.

REAL ESTATE TAX COLLECTOR:
Christie Floyd-Gabel submitted the December Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT:
MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF JANUARY. THE BALANCE IN THE GENERAL FUND BEING $68,892.28, THE STATE LIQUID FUELS FUND BEING $4,210.98, THE CAPITAL FUND BEING $104,752.94 AND ESCROW MONIES BEING $37,749.92. BILLS FOR THE MONTH OF JANUARY TOTALED $24,396.99.

ANNOUNCEMENTS:
The Auditors' Reorganization Meeting will be held tomorrow evening at 6:30PM.

The Planning Commission's Reorganization Meeting will be held Thursday, January 15 at 7:30pm.

The Township Office will be closed on Monday, January 19 in observance of Martin Luther King Day.

There will be a Work Session held on Wednesday, February 4 at 6:00pm.

The next regular meeting of the Board of Supervisors will be Wednesday, February 11 at 6:00pm.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:45.

Respectfully Submitted,

Christie Floyd-Gabel, Secretary