

Board of Supervisors:
Edward Latuska, Chairman
Alan Smallwood, Vice Chairman
Ronald Flatt, Supervisor
Kenneth Frenchak Jr, Supervisor
Philip Wulff, Supervisor



Anthony Amendolea, Secretary/Treasurer
Michael Gallagher, Solicitor
Olsen & Associates, Engineer

Center Township Board of Supervisors
 Reorganization/Regular Meeting Minutes
 January 4, 2016
 6:30 p.m.

CALL TO ORDER:

Supervisor Edward Latuska called the Reorganization/Regular Meeting, of the Center Township Board of Supervisors, to order at 6:33 p.m. The meeting was held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001.

ROLL CALL:

In addition to Supervisor Latuska, present were Supervisors Ronald Flatt, Alan Smallwood and Philip Wulff; Township Solicitor Gallagher; Township Engineer Olsen; and Township Secretary/Treasurer Anthony Amendolea. Supervisor Kenneth Frenchak arrived at 6:48 p.m.

REORGANIZATION

APPOINTMENTS:

A. Board of Supervisors

1. Recording Secretary Protem: *Latuska motioned appointing Anthony Amendolea as Recording Secretary Protem. Smallwood seconded. Motion carried.*
2. Chairperson Protem: *Latuska motioned appointing Smallwood as Chairman Protem. Flatt seconded. Smallwood abstained. Motion carried 4 to 0.*
3. Chairperson: *Smallwood motioned nominating Latuska for Chairperson. Flatt seconded. Latuska abstained. Motion carried 4 to 0.*
4. Vice Chairperson: *Latuska motioned nominating Smallwood for Vice Chairman. Flatt seconded. Smallwood abstained. Motion carried 4 to 0.*
5. Wages and Health Benefits of Supervisors: *Smallwood motioned setting the Supervisors salary at \$2,500 in accordance with the Second Class Township Code, Article VI, Section 606a and authorizing the health benefits for the following Board members:*

SUPERVISOR	COVERAGE
Ronald E. Flatt	Employee and Spouse
Kenneth J. Frenchak Jr	Family
Edward G Latuska	Employee
Alan H Smallwood	Family
Philip B Wulff	Family

Wulff seconded. Motion carried.

6. Vacancy Board Chairperson: *Latuska motioned appointing Robert M. Sloan as Vacancy Board Chairman. Flatt seconded. Motion carried.*

B. Administration

1. Township Secretary/Treasurer & Wage: *Latuska motioned appointing Anthony Amendolea as Township Secretary/Treasurer. Smallwood seconded. Motion carried.*

Latuska motioned setting the wage of \$2.45 per hour (\$5,096.00 annually) for Township Treasurer duties and \$1.68 per hour (\$1,310.40 annually) for Township Secretary duties effective January 1, 2016. Flatt seconded. Motion carried.

2. Treasurer's Bond: *Latuska motioned setting the Treasurer's Bond at \$800,000.00 and pay the fee of \$1,125.00 to H A Thomson. Wulff seconded. Motion carried.*
3. Recording Secretary: *Latuska motioned appointing Anthony Amendolea as Recording Secretary. Flatt seconded. Motion carried.*
4. Public Records Officer: *Latuska motioned appointing Anthony Amendolea as Public Records Officer. Smallwood seconded. Motion carried.*
5. Step Up Foreman & Wage: *Latuska motioned, subject to all responsibilities previously delegated, appointing Greg Brewster as Step Up Foreman with a wage of \$20.21 per Collective Bargaining Agreement plus an additional \$3.47 per hour differential. Wulff seconded. Motion carried.*
6. Building Code Official/Zoning Officer & Wage: *Latuska motioned appointing Professional Code Services as Building Code Official/Zoning Officer with fess as set by the 2016 Fee Schedule Resolution No. 2016-01-05. Wulff seconded. Motion carried.*
7. Set Part Time and Seasonal Wages: *Latuska motioned setting the Part Time wage at \$13.50 per hour and the Seasonal Wage at \$8.50 per hour. Wulff seconded. Motion carried.*
8. Dog Officer & Wage: *Latuska motioned appointing Eugene Henry as Dog Officer with wages remaining at \$12.00 per hour, \$5.00 per dog, and mileage. Flatt seconded. Motion carried.*

9. Sewage Enforcement Officer & Fees: *Latuska motioned appointing Douglas Duncan as Sewage Enforcement Officer with fees set by the 2016 Fee Schedule Resolution No. 2016-01-05. Smallwood seconded. Motion carried.*
 10. Alternate Sewage Enforcement Officer: *Latuska motioned appointing David Ice as Alternate Sewage Enforcement Officer. Wulff seconded. Motion carried.*
 11. Fleet Inspection Mechanic: *Latuska motioned appointing William G. Errera and Braden L. Weitzel as Fleet Inspection Mechanics. Smallwood seconded. Flatt discussed with Mr. Errera on how services will be provided. Wulff against. Motion carried 4 to 1.*
- C. Professional
1. Township Solicitor & Fee: *Latuska motioned appointing Murrin, Taylor, Flack and Gallagher as Township Solicitor with fees set by the 2016 Fee Schedule Resolution No. 2016-01-05. Smallwood seconded. Motion carried.*
 2. Township Engineer & Fee: *Latuska motioned appointing Ron Olsen, doing business as Olsen Craft Associates, LLC, as Township Engineer with fees as set by the 2016 Fee Schedule, Resolution No. 2016-01-05. Flatt seconded. Motion carried.*
- D. Recommending Boards, Committees and Persons
1. Planning Commission Resolution No. 2016-01-01 & 2016-01-02: *Latuska motioned adopting Resolution No. 2016-01-01 appointing Robert M. Sloan to the Planning Commission for the term of January 1, 2016 through December 31, 2019. Flatt seconded. Motion carried.*

Latuska motioned adopting Resolution No. 2016-01-02 appointing Neil A. Ashbaugh to the Planning Commission for the term of January 1, 2016 through December 31, 2019. Smallwood seconded. Motion carried.
 2. Zoning Hearing Board Resolution No. 2016-01-03: *Latuska motioned adopting Resolution No. 2016-01-03 appointing Carol M. Coddington to the Zoning Hearing Board for the term of January 1, 2016 through December 31, 2018. Flatt seconded. Motion carried.*
 3. TCC Delegate Resolution No. 2016-01-04: *Latuska motioned adopting Resolution No. 2016-01-04 appointing Gary Rauschenberger, Edward Latuska and Ronald Flatt as Butler County Tax Collection Committee delegates. Flatt seconded. Motion carried.*
 4. Emergency Management Coordinator: *Latuska motioned appointing Randy Brown as Emergency Management Coordinator. Wulff seconded. Motion carried.*

ESTABLISHING MEETING DATES, TIMES AND LOCATION:

- A. Regular Business Meetings: *Latuska motioned scheduling the Regular Business Meetings at 6:30 p.m. on the second (2nd) Wednesday of each month to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. Wulff seconded. Motion carried.* The Regular Business Meeting dates are:

February 10	March 9	April 13
May 11	June 8	July 13
August 10	September 14	October 12
November 9	December 14	

- B. Agenda Setting Meetings: *Latuska motioned scheduling the Agenda Setting Meetings for the Monday before the second (2nd) Wednesday of each month except October (Columbus Day) to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler, PA 16001. Wulff seconded. Motion carried.* The Agenda Setting Meetings are:

February 8	March 7	April 11
May 9	June 6	July 11
August 8	September 12	Tuesday, October 11
November 7	December 12	

- C. Reorganization/Regular Agenda Meeting: *Latuska motioned setting the 2017 Reorganizational Agenda Setting Meeting for Wednesday, December 28, 2016 to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. . Wulff seconded. Motion carried.*

- D. Reorganization/Regular Meeting: *Latuska motioned setting the 2017 Reorganization/Regular Meeting for Tuesday, January 3, 2017 to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. Wulff seconded. Motion carried.*

CERTIFY DELEGATE OF STATE ASSOCIATION'S CONVENTION: There was no interest in attending the State Association's Convention.

MILEAGE REIMBURSEMENT RATE: The Internal Revenues Service (IRS) established the mileage rate for 2016 at \$.54 per mile. *Latuska motioned to pay the Internal Revenue Service 2016 mileage rate of \$.54 per mile. Smallwood seconded. Motion carried.*

APPOINTMENT OF DEPOSITORIES: *Latuska motioned appointing NexTier Bank as the Township Depository. Smallwood seconded. Motion carried.*

APPOINTMENT OF AUTHORIZED SIGNERS: *Latuska motioned appointing authorized signers as Ronald Flatt, Kenneth Frenchak, Edward Latuska, Alan Smallwood, Philip Wulff, and Township Secretary/Treasurer Anthony Amendolea to sign checks which require two supervisors' signatures and Township Secretary/Treasurer's signature. Flatt seconded. Motion carried.*

APPOINTMENT OF PERSON TO MAKE DEPOSITS: *Latuska motioned appointing Philip Wulff to deposit receipts. Smallwood seconded. Wulff abstained. Motion carried 4 to 0.*

HOLIDAYS FOR NON-UNION EMPLOYEES: *Latuska motioned authorizing non-union employees to observe the same holiday schedule as union employees. Flatt seconded. Motion carried.*

2016 FEE SCHEDULE RESOLUTION NO. 2016-01-05: *Latuska motioned adopting the 2016 Fee Schedule Resolution No. 2016-01-05. Flatt seconded. Motion carried.*

REGULAR MEETING AGENDA

PUBLIC TO BE HEARD:

1. Mr. Nathan Wulff, 5168 McCandless Road: Mr. Wulff presented a summary of 2015 calls received by the Unionville Volunteer Fire Company.

Type of Calls	Number of Calls
Motor vehicle accidents	53
Automatic fire alarms	73
Service calls	70
Structure fires	30
Medicals	37
Brush fires	15
Dive calls	4
Vehicle fires	3

2. Latuska welcomed Ronald Flatt back on the Board of Supervisors after a two (2) year absence. He thanked Wulff for repairing the boilers and heating system in the Maintenance Facility

MINUTES:

1. Agenda Setting Meeting – December 7, 2015: *Latuska motioned approving the minutes of the Agenda Setting Meeting held on Monday, December 7, 2015. Wulff seconded. Flatt abstained. Motion carried 4 to 0.*
2. Regular Meeting – December 9, 2015: *Latuska motioned approving the minutes of the Regular Meeting held on Wednesday, December 9, 2015. Wulff seconded. Flatt abstained. Motion carried 4 to 0.*
3. Reorganization/Regular Agenda Setting Meeting: *Latuska motioned approving the minutes of the Reorganization/Regular Agenda Setting Meeting held on Wednesday, December 30, 2015. Wulff seconded. Flatt abstained. Motion carried 4 to 0.*

TREASURER'S REPORT:

1. December 2015: *Latuska motioned approving the December 2015 Treasurer's Report. Wulff seconded. Flatt abstained. Motion carried 4 to 0.*

2. Warrant List 15-12-24: *Latuska motioned approving Warrant List 15-12-24. Smallwood seconded. Flatt abstained. Motion carried 4 to 0.*
3. Warrant List 15-12-25: *Latuska motioned approving Warrant List 15-12-25. Wulff seconded. Flatt abstained. Motion carried 4 to 0.*
4. Warrant List 16-01-01: *Latuska motioned approving Warrant List 16-01-01. Smallwood seconded. Motion carried.*

ZONING REPORT: December 2015: Construction costs were \$294,500.00 fees collected were \$2,810.92.

SUBDIVISION & LAND DEVELOPMENTS: None

OLD BUSINESS:

1. Purchase Alcohol/Drug Test Swabs: After reviewing information from Dr. Demby's office and the Safety committee. The consensus of the Board is not to purchase Alcohol/Drug Test swabs.
2. Williams Ag Security Request: *Latuska motioned, based on Township Solicitor Gallagher's recommendation to rescind the denial of the 27.53 acre parcel to add to the Agricultural Security Area. Wulff seconded. Motion carried.*

The 27.53 acre parcel will be added to the Agricultural Security Area after expiration of one hundred eighty (180) days from November 16, 2015.

3. Realtor Contract for Municipal Building: Wulff contacted Todd Schubert, Northwood Realty, to discuss placing the Municipal office, 419 Sunset Drive on the market. List price is \$169,900. Mr. Schubert's commission is seven (7) percent. If he sells as the listing agent, the commission may be reduced to five (5) percent. *Latuska motioned authorizing Latuska to sign necessary paperwork subject to Township Solicitor Gallagher's review. Frenchak seconded. Motion carried.*

NEW BUSINESS:

1. Transfer Funds to Debt Service: Township Secretary/Treasurer Amendolea suggested transferring \$30,000.00 from the General Fund surplus to the Debt Service Fund. *Wulff motioned authorizing the transfer of \$30,000.00 from the General Fund to the Debt Service Fund.* Wulff stated in the past that the surplus was used to pay down on the debt which saves on the interest. He felt, since \$65,000.00 was transferred to the Capital Projects Fund, we could take this step. Flatt does not favor paying the debt down. There is a possibility of creating a deficit for 2015. Latuska agreed with Flatt the \$19,000.00 surplus is not sufficient. Frenchak and Smallwood agrees with Flatt and Latuska. *Due to lack of second, motion died.*

2. Life Insurance & Short Term Disability Coverage: Coverage for the employees life insurance and short term disability will expire effective February 29, 2016. Township Secretary/Treasurer Amendolea is receiving quotes. ***Latuska motioned authorizing Township Secretary/Treasurer Amendolea to present to the Collective Bargaining Unit with a recommendation to the Board. Smallwood seconded. Motion carried.***
3. Release 2015 Fire Tax: ***Latuska motioned authorizing the release of \$100,000 from the 2015 Fire Tax to Unionville Volunteer Fire Company. Flatt seconded. Motion carried.***
4. Supervisors Workers Compensation Resolution No. 2016-01-06: The Board is concerned if a supervisor is injured while performing tasks to assist the employees there is no coverage for workers compensation. ***Latuska motioned adopting the Supervisors Workers Compensation Resolution No. 2016-01-06. Smallwood seconded. Motion carried.***

Latuska motioned authorizing any supervisor to perform normal repairs/maintenance for the Township. Frenchak seconded. Motion carried.

STEP UP FOREMAN:

1. Release EM Energy Road Bonds: ***Flatt motioned, based on Step Up Foreman Brewster's recommendation, authorizing the release of \$164,875.00 to EM Energy for road bonds. Latuska seconded. Motion carried.***
2. Lions Road Guide Rail: Step Up Foreman Brewster is receiving quotes on 250 feet of guide to be placed on Lions Road (T-694) in the vicinity of the newly installed gas line. He would like to have EM Energy pay at least half the cost.
3. Glenwood Way Railroad Crossing: The rubber matting has not been repaired. ***Latuska motioned authorizing Township Solicitor Gallagher to file a complaint with the Public Utilities Commission. Frenchak seconded. Motion carried.***
4. State Route 8/Mercer Road Signal: PennDot made a modification at the traffic signal on Northbound State Route 8 (SR0008) at Mercer Road (T-494) based on crash data at that intersection.. They added a Left Turn signal which the Township was not aware of. ***Latuska motioned authorizing Township Solicitor Gallagher to send a letter to PennDot and/or contractor to restore to original signal. Flatt seconded. Motion carried.***

ENGINEER'S REPORT:

1. Tax Increment Financing Construction Cost Estimates: Township Engineer Olsen is still working on construction costs for the Tax Increment Financing for presentation to the Butler Area School Board and the Butler County Commissioners.

SOLICITOR'S REPORT:

1. Appointment: Township Solicitor Gallagher thanked the Board for reappointing his firm.

MISCELLANEOUS:

1. House Bill 1155: Legislation to require Townships to post the agenda twenty-four (24) hours before a meeting which the Township could not deviate from the posted agenda. According to State Representative Nesbitt there are very few sponsors.

ADJOURNMENT:

The meeting adjourned to an executive session to discuss personnel at 8:42 p.m. The meeting reconvened at 8:59 p.m. with no action taken.

Latuska made a motion to adjourn at 9:00 p.m. Flatt seconded. Motion carried.

Anthony A. Amendolea
Township Secretary/Treasurer

Edward G. Latuska
Chairman

Alan H. Smallwood
Vice Chairman

Ronald E. Flatt
Supervisor

Kenneth J. Frenchak Jr
Supervisor

Phillip B. Wulff
Supervisor