



# MILLCREEK TOWNSHIP

BOARD OF SUPERVISORS

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## Organization and Regular Meeting

January 2, 2024

The meeting was called to order at 7:00 P.M. by 2023 V. Chairman, Eric Weidman commencing with the Pledge to the Flag.

Present: Eric Weidman  
Scott Moyer  
John DeSantis  
John D. Enck, Solicitor  
Lorie J. Kupp, Sec./Treas.

Eric Weidman opened the floor for nominations for temporary Chairman. Motion by Weidman to nominate Scott Moyer for temporary Chairman. Seconded DeSantis. There being no further nominations, nominations were closed. All aye, motion carried.

**Chairman 2024** - Motion by Moyer to nominate Eric Weidman as Chairman for 2024. Seconded by DeSantis. All aye, motion carried.

**Vice Chairman** - Motion by Weidman to nominate Scott Moyer as Vice Chairman for 2024. Seconded by DeSantis. All aye, motion carried.

**Secretary Treasurer** - Motion by Moyer to nominate Lorie Kupp as Secretary Treasurer for 2024. Seconded by Weidman. All aye, motion carried.

**Solicitor** - Motion by DeSantis to retain the firm of Spitler, Kilgore & Enck P.C., John Enck as the Township Solicitor. Seconded by Moyer. All aye, motion carried.

**Roadmaster** - Motion by Weidman to nominate Scott Moyer as Roadmaster. Seconded by DeSantis. All aye, motion carried.

**Road Foreman** - Motion by Moyer to appoint Ryan Risser as Road Foreman. Seconded by Weidman. All aye, motion carried.

**Police Dept. Administrator** - Motion by Moyer to nominate Eric Weidman as Police Administrator. Seconded by DeSantis. All aye, motion carried.

**Police Chief** - Motion by Weidman to nominate Brian Hostetter as Police Chief. Seconded by DeSantis. All aye, motion carried.

**Recreation Administrator** - Motion by Moyer to nominate John DeSantis as Recreation Administrator. Seconded by Weidman. All aye, motion carried.

**Financial Consultant** - Motion by DeSantis to retain the CPA firm of Garcia, Garman, & Shea P.C. as the Townships Financial Consultant for 2024. Seconded by Weidman. All aye, motion carried.

**Township Engineer** – Motion by Moyer to appoint Steckbeck Engineering as the Township Engineer. Seconded by DeSantis. All aye, motion carried.

**Vacancy Board** - Motion by Weidman to nominate Ronald G. Weidman, Jr. to serve as the Vacancy Board appointee. Seconded by Moyer. All aye, motion carried.

**Depository** - Motion by Moyer to use Fulton Bank and PLGIT as the depositories of Township funds. Seconded by DeSantis. All aye, motion carried. Fulton Bank Resolution #1-2-24 A for new banking information was reviewed and presented to the Board. Motion by Weidman to adopt Resolution 1-2-24 A for Fulton Bank new banking information for our checking accounts. Seconded by Moyer. All aye, motion carried. Signature sheets also signed. PLGIT check writing authorization sheet signed.

**Equipment Rental** - Current Fees were reviewed. Motion by Weidman to keep the 2024 rates as reflected in the 2023 prices. Seconded by DeSantis. All aye, motion carried.

**Insurance Carrier** - Motion by Moyer to keep HA Thomson as the insurance carrier. Seconded by DeSantis. All aye, motion carried.

### **State Convention**

Attendance was discussed. Motion by Weidman to allow anyone who chooses to go and nominate them as the voting delegate. Seconded by Moyer. All aye, motion carried.

**Recreation Field Rent** - Motion by Moyer to keep the rental rates for 2024 the same as 2023. Seconded by Weidman. All aye, motion carried.

**Office Hours** - Motion by Weidman to keep the office hours at 7:30 A.M. to 3:30 P.M. Seconded by Moyer. All aye, motion carried.

**Mileage** - Motion by DeSantis to adjust mileage in accordance to the standard set by the IRS rate of (\$ .67). Seconded by Moyer. All aye, motion carried.

### **Newmanstown Water Authority**

Motion by Weidman to re-appoint John Kantner, and William Zimmerman to another five-year term on the Water Authority. Seconded by DeSantis. All aye, motion carried.

### **Zoning Hearing Board**

Motion by Moyer to appoint Timothy Bartow to another three-year term on the Zoning Hearing Board. Seconded by Weidman. All aye, motion carried.

### **Millcreek-Richland Joint Authority**

Motion by DeSantis to appoint Arthur Wealand to a five-year term on the Millcreek-Richland Joint Authority. Seconded by Moyer. All aye, motion carried.

### **Recreation Board**

Motion by Moyer to re-appoint Cody Moyer to another five-year term on the Millcreek Township Recreation Board. Seconded by DeSantis. All aye, motion carried.

### **Auditors**

Secretary reported that we currently have 3 vacancies and no prospects. Write-ins from the election declined the position, and efforts to contact the Moll's went unanswered. Solicitor will research what needs to be done to comply with the Second-Class Township Code.

**Code Appeals Board Members:**

Motion by Weidman to nominate John Poff, Pat Brewer, Rick Horst, and Carrie Boyer as alternate on the codes appeal board. Seconded by Moyer. All aye, motion carried.

**Recommendation to Auditors**

*2024 Working Supervisor pay rates per budget: –Non CDL snow \$13.50; non-CDL \$13.00; \$ CDL \$15 per hour.*

Motion by Moyer to recommend to the Auditors that they set the working supervisors pay rates for Non CDL snow \$13.50; and \$15 per hr. CDL snow plowing. Seconded by Weidman. All aye, motion carried.

**Employee Pay Rates – Police per contract – Chief \$41, Sergeant \$37.14; Sec./Treas. \$28.19; Road Crew: Foreman \$26.96; mechanic \$26.16; CDL new hire \$22, part time CDL snow plowing \$18.00, non-CDL \$13.50, Plowing Mountain incentive \$1.50 per hr., PT laborer \$13.50, PT CDL \$16.00, PT Non-CDL \$13.00, Recreation \$10.00, field maintenance \$11.25; mowing \$13.00; Part time police: flexible rate per Chief of Police up to yearly budgeted amount of \$16,120.00. Motion by Weidman to establish employee’s pay rates for 2024 as outlined in the 2024 budget. Seconded DeSantis. All aye, motion carried.**

**Employee Benefit Plan**

Addendum A – Health Reimbursement Plan (HRA) and Addendum B – Premium Only Plan (Pop) waiving insurance - Motion by Weidman to add Addendum A Health Reimbursement Plan and Addendum B Premium Only Plan to the Employee Hand Book. Seconded Moyer. All aye, motion carried.

**Adjournment (Organizational)**

Motion by Weidman to adjourn the organizational part of meeting at 7:27 PM. Seconded by Moyer. All aye, motion carried.

*The regular business meeting was opened at 7:27 PM.*

**PUBLIC COMMENTS:** none

**REPORTS OF ORGANIZATIONS:** none

**MINUTES:** Motion by Weidman to approve the minutes as printed. Seconded by Moyer. All aye, motion carried. (DeSantis ineligible)

**SOLICITOR:**

Unpaid mowing bills – 221 E. Park St. - Solicitor reported that the notice was sent and payment will be due by Jan. 13<sup>th</sup>. If not received a Municipal lien will be filed. 124 N. Sheridan Rd. - payment was received.

Comcast franchise renewal – Solicitor reported on his phone conference with Eric Wilden. Seven separate items were discussed. Five provisions still need approval from higher ups and 2 provisions were agreed upon in principle and the language is being worked on for Solicitors review.

Junkyard license application – Solicitor reported that the attorneys for Mr. Arias and Vince Lombardo’s estate are still working on a new agreement. They hope to have it done sometime this month.

**ACTION:**

Resolution 1-2-2024 Appointing Garcia, Garman, & Shea, PC to replace the elected auditors was presented to the Board for their consideration. Motion by Weidman to adopt Resolution #1-2-2024 appointing the certified public accounting firm of Garcia, Garman, & Shea, PC to replace the elected auditors of Millcreek Township. Seconded by Moyer. All aye, motion carried. Letter of Understanding was reviewed and signed.

Resolution #1-2-24 B Amending the Non-uniformed Pension Plan and Adoption Agreement reducing the Contribution rate for the year 2024 - was presented to the Board for their consideration. **Motion by Moyer to adopt Resolution #1-2-24 B setting the contribution rate and amending the Agreement. Seconded by Weidman. All aye, motion carried.** Adoption agreement will need to be signed when received from PMRS.

Resolution #1-2-24 C Amending the Police Pension Plan and Adoption Agreement which waives the Police Contribution rate for the year 2024 was presented to the Board for their consideration. **Motion by Weidman to adopt Resolution #1-2-24 C waiving the police contribution for the year 2024 and amending the agreement. Seconded by Moyer. All aye, motion carried.** Adoption agreement will need to be signed when received from PMRS

**UNFINISHED BUSINESS:**

CD- rates, amounts and terms were discussed. Fulton Bank – 7 month 4.90%, 9 month 4.25% (no penalty), 10 month 5.25%, 13 month 5.10%. **Motion by Weidman to open a 10-month CD, at 5.25% for \$200,000 with Fulton Bank (GF). Seconded by Moyer. All aye, motion carried.**

Road Hire – Moyer reported after doing interviews, Tyler Shanaman will be coming back. He will be starting from scratch at \$22 per hour, and suggested giving him one week vacation this year. **Motion by Moyer to hire Tyler Shanaman at \$22 per hour, with one paid week vacation in his first year of service. Seconded by DeSantis. All aye, motion carried.**

Disc Golf email from Steckbeck discussed. Board is still interested in pursuing.

Solar Energy zoning – Planning Commission still working on it but believes that they are close.

**NEW BUSINESS:**

CM High proposal for traffic light maintenance for 2024 was reviewed. (\$415) **Motion by Weidman to enter into agreement with CM High for preventative maintenance for traffic light for 2024 in the amount of \$415. Seconded by DeSantis. All aye, motion carried.**

**ROAD MASTER:** Risser presented his report.

Covid pay policy was discussed. Board agreed to pay employees up to five working days if positive.

**BILLS/TREASURERS REPORT:** **Motion by Weidman to accept the Treasurers Report and pay the bills as money is available. Seconded by Moyer. All aye, motion carried.**

**ADJOURNMENT:** **Motion by DeSantis to adjourn the meeting at 8:02 P.M. Seconded by Moyer. All aye, motion carried.**

WITNESS:

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Lorie J. Kupp, Sec./Treas.

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Eric Weidman, Chairman