

The annual organizational meeting and regular monthly meeting of the Fox Township Board of Supervisors were held January 3, 2017 at 6:00 PM. Those present: Mike Keller, Dave Mattiuz and Randy Gradizzi, supervisors, Kathy Dowie, secretary-treasurer, Amy Cherry, newspaper reporter, Robin Singer, Don Ruffner, Cheryl Ruffner, Rick Krishart, Terry Krishart, Robert Woelfel, Judy Woelfel, JoAnn Grazioli, and Tyrel Woelfel.

A motion was made by Dave Mattiuz, seconded by Randy Gradizzi to appoint Mike Keller as temporary chairman. Motion carried.

A motion was made by Dave Mattiuz, seconded by Randy Gradizzi to appoint Kathy Dowie as temporary secretary. Motion carried.

Temporary Chairman Keller then called the meeting to order and continued with the business of the organizational meeting.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Mike Keller as chairman. Motion carried

A motion was made by Randy Gradizzi, seconded by Mike Keller to appoint Dave Mattiuz as vice-chairman. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Kathy Dowie as secretary-treasurer. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to set the treasurer's bond at \$500,000. Motion carried.

A motion was made by Dave Mattiuz, seconded by Mike Keller to appoint Randy Gradizzi as Roadmaster. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Jerry Zimmerman as Assistant Roadmaster. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint David Pontzer as legal counsel. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to hire an engineer as needed for projects after obtaining price quotes. Motion carried.

A motion was made by Dave Mattiuz, seconded by Randy Gradizzi to appoint Kathy Dowie as chairman of the vacancy board. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Russ Braun and Jerry Olson to the Planning Commission. Motion carried. These terms will expire on 12/31/2020.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Carole Harshbarger to the Sewer Authority. Motion carried. This term will expire on 12/31/2021.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Roxanne Skrzypek to the Recreation Board. Motion carried. The term will expire on 12/31/2021.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Marty Crowe to the Zoning Hearing Board. Motion carried. This term will expire on 12/31/2019.

A motion was made by Dave Mattiuz, seconded by Mike Keller to appoint Mike Agosti to the Toby Water Advisory Board. Motion carried. This term will expire on 12/31/2021.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to select First Commonwealth, CNB, PLIGIT, Farmers and Northwest Banks as depositories for the Township. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to establish monthly meetings to be held the first Wednesday of the month at 6 PM at the Municipal Building. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Mike Keller as voting delegate to the Annual PSATS convention and the other supervisors and the Township secretary as other delegates to the convention. Motion carried. The convention will be held April 23-26 in Hershey.

A motion was made by Dave Mattiuz, seconded by Mike Keller to establish holidays for the employees as New Year's Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, First Day of Deer Season, Christmas Eve, Christmas Day, plus three personal days. Motion carried.

A motion was made by Dave Mattiuz, seconded by Mike Keller to establish overtime as anything over 40 hours earned weekly. Motion carried.

A motion was made by Dave Mattiuz, seconded by Mike Keller to set employee wages for this calendar year as per the Budget meeting with a 25¢ per hour increase for all employees. Stackpole-Hall/PHEAA students will increase to \$8.00 per hour as per Stackpole-Hall. Motion carried with Randy Gradizzi abstaining.

A motion was made by Dave Mattiuz, seconded by Mike Keller to set vacation as established within the personnel policy. Motion carried with Randy Gradizzi abstaining.

A motion was made by Dave Mattiuz, seconded by Mike Keller to set the mileage reimbursement rate equal to that set by the IRS at \$0.535 per mile. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Rob Singer as Sewage Enforcement Officer. Motion carried.

A motion was made by Dave Mattiuz, seconded by Mike Keller to appoint Russ Braun as Assistant Sewage Enforcement Officer. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Rob Singer as Building Code Official. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to establish on-lot sewage application fees at \$225 for new systems and \$185 for repairs. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to establish equipment rental fees for emergency situations at: Grader \$65/hr. Backhoe \$55/hr. Large trucks \$55/hr. Small trucks \$45/hr. Street Sweeper \$70/hr., Front-end Loader \$65/hr. skid steer \$45/ hr. and Emergency Vehicles \$65/hr. All rentals must be with a Township operator. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Kathy Dowie as administrator of the pension plan. Motion carried.

A motion was made by Dave Mattiuz, seconded by Mike Keller to appoint Randy Gradizzi as open records officer. Motion carried.

A motion was made by Dave Mattiuz, seconded by Mike Keller to appoint Kathy Dowie as assistant open records officer. Motion carried.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to establish the St. Marys Daily Press as the newspaper of general circulation for all required public notices. Motion carried.

With no other business to be addressed at the organizational meeting, a motion was made by Dave Mattiuz, seconded by Randy Gradizzi to adjourn this portion of the meeting at 6:15 PM and move on to the business of the regular monthly meeting.

Chairman Keller began the agenda of the regular monthly meeting by acknowledging the visitors however, there were no visitor comments.

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to approve the minutes from the regular monthly meeting of December 7, 2016. Motion carried.

#### **UNFINISHED BUSINESS**

Rick Krishart asked the status of the industrial park sign. Kathy Dowie responded that the request needs to go before the zoning hearing board in order to comply with our zoning ordinance.

#### **NEW BUSINESS**

A motion was made by Dave Mattiuz, seconded by Randy Gradizzi to add a section regarding sexual abuse and molestation to the Fox Township personnel policy, as suggested by the insurance company and to require individual employee acknowledgement of having received this policy. Motion carried.

The following Junkyard license renewals were submitted for approval:

Rick's Used Parts – 724 Brandy Camp Rd, 251 Fairview Rd and 2145 Squab Hollow Rd.

Donna Kronenwetter - 195 Fairview Rd (formerly Bennett's)

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to approve these applications. Motion carried.

The following applications were submitted for use of the Main Street Park:

Charlene Defrain, June 17<sup>th</sup> – graduation party

Tia Meredith, July 15<sup>th</sup> – family reunion

Christine Keech, August 12<sup>th</sup> – family reunion

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to approve these applications, pending Rec. Board approval. Motion carried.

The Board reminded residents along Township roads not to park on or near the road in the winter months, as it makes snow removal difficult. This is especially a problem in Dagus Mines and coal Hollow.

The following bills were submitted for approval for payment:

From the General Fund, check #26498 thru check #26525 in the amount of \$52,799.32

From the Landfill Fund, check #1787 thru check #1790 in the amount of \$5,906.39

From the Toby Water account, check #953 thru check #956 in the amount of \$6,554.50

From the Fire Protection Fund, check #1572 thru check #1575 in the amount of \$24,366.24

From the State fund, check #3162 in the amount of \$6,628.81

For a TOTAL of \$96,255.26

A motion was made by Dave Mattiuz, seconded by Mike Keller to approve the bills as present. Motion carried with Keller and Mattiuz in favor. Randy Gradizzi was in favor of the motion but abstained from check #26501, 26522 and 956 to St. Marys Water, as he sits on the Board and check #26524 to Walmart, as his wife works there.

With no further business to discuss, a motion was made by Dave Mattiuz, seconded by Randy Gradizzi, to adjourn this meeting at 6:23 PM. Motion carried.

The next regular monthly meeting will be held February 1, 2017 at 6 PM at the Municipal building.