

The annual organizational meeting and regular monthly meeting of the Fox Township Board of Supervisors were held January 4, 2021 at 6:00 PM. Those present: Matt Pontzer, Dave Mattiuz and Randy Gradizzi, supervisors, Kathy Dowie, secretary-treasurer, Robin Singer, and John Thomas, Township solicitor.

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

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

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

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

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

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

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

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

A motion was made by Randy Gradizzi, seconded by Dave Mattiuz to appoint Cameron Uhl as Assistant Roadmaster until John Penn can return to work. Motion carried.

A motion was made by Randy Gradizzi, seconded by Matt Pontzer to appoint John Thomas as legal counsel. Motion carried.

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

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

A motion was made by Randy Gradizzi, seconded by Matt Pontzer to appoint Township residents to serve as follows:

Planning Commission: Russ Braun and Jerry Olson (terms will expire on 12-31-24)

Sewer Authority: Jerry Zimmerman (term will expire on 12-31-25)

Recreational Board: Ken Huey and Lori Mahoney (terms will expire on 12-31-25)

Zoning Hearing Board: Jim Nissel (term will expire on 12-31-23)

Toby Water Advisory Board: Janet Otto (term will expire on 12-31-25)

St. Marys Airport Authority: Pete Turbovich (term will expire on 12-31-24)

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

A motion was made by Matt Pontzer, seconded by Randy Gradizzi 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 Dave Mattiuz, seconded by Matt Pontzer to appoint Randy Gradizzi as voting delegate to the Annual PSATS convention. Motion carried. A motion was made by Dave Mattiuz, seconded by Randy Gradizzi to approve the other supervisors and the Township secretary as other delegates to the convention. Motion carried. The convention will be held April 18-21 in Hershey.

A motion was made by Randy Gradizzi, seconded by Matt Pontzer 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, Christmas Eve, Christmas Day, plus four personal days. The First Day of Deer Season was changed to a Personal Day due to the Game Commission's changes to the start of deer season. Motion carried.

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

A motion was made by Matt Pontzer, seconded by Dave Mattiuz to set employee wages for this calendar year as per the Budget meeting with a 30¢ per hour increase for all employees, excluding the seasonal positions. Motion carried.

A motion was made by Matt Pontzer, seconded by Dave Mattiuz to set vacation as established within the personnel policy. Motion carried.

A motion was made by Randy Gradizzi, seconded by Matt Pontzer to set the mileage reimbursement rate equal to that set by the IRS at \$0.56 per mile. Motion carried.

A motion was made by Randy Gradizzi, seconded by Matt Pontzer to appoint Russ Braun as Sewage Enforcement Officer. Motion carried.

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

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

A motion was made by Matt Pontzer, seconded by Dave Mattiuz to set Sewage Application Fees at \$50 more than the fee charged by the SEO. For 2020, this equates to new systems \$600 and repairs \$300. 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. excavator \$55/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 Matt Pontzer to appoint Kathy Dowie as administrator of the pension plan. Motion carried.

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

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

A motion was made by Dave Mattiuz, seconded by Matt Pontzer to appoint Kathy Dowie as delegate to the Elk County Tax Collection Committee. Motion carried.

With no other business to be addressed at the organizational meeting, Chairman Mattiuz continued with the business of the regular monthly meeting and began by acknowledging the visitors. There were no visitor comments.

A motion was made by Matt Pontzer, seconded by Randy Gradizzi to approve the minutes from the regular monthly meeting of December 2, 2020. Motion carried.

CORRESPONDENCE

Matt Pontzer presented a letter stating that he and his wife would be participating in the Township's health care plan.

UNFINISHED BUSINESS

The highest bidders for the items placed for sale on Municibids were as follows:

Marathon seal coat trailer – Mark McManus, Fairview, PA (\$4,000)

Ditching Bucket – Brian Owens, Clearfield, PA (\$675.00)

Econoline Lowboy trailer – Raymond Huey, Altoona, PA (\$3,200)

A motion was made by Matt Pontzer, seconded by Randy Gradizzi to award the bids to the highest bidders as listed. Motion carried.

NEW BUSINESS

A motion was made by Matt Pontzer, seconded by Dave Mattiuz to advertise for bids on the following: Paving of Linwood, Pinecrest and Cedar, 25,000 gallons MC70 Dust Oil, and Lawn Mowing at the park facilities. Motion carried.

The Board then discussed the credit amount offered by Advanced Disposal (the hauling company) for the lease fees the Township has been paying on the dumpsters. Documentation in the Township files seems to indicate that no lease fees should have been charged for at least number of years, if at all, once the compactor had been paid for. Secretary Kathy Dowie had obtained the lease fee figures the Township had paid from 2015 through 2020 which totaled \$55,612.40. Advanced reviewed the figures and offered a credit of \$31,229.12. The Board agreed that asking for a credit for the last 5 years of lease fees was reasonable and would like to meet with representatives from the Landfill and hauling company before the February meeting. The secretary will contact Don Henrichs and arrange the meeting.

The following bills were submitted for approval for payment:

From the General Fund, check #28382 thru check #28411 in the amount of \$66,016.28

From the Landfill Fund, check #2014 thru check #2016 in the amount of \$16,265.26

From the Toby Water account, check #1297 thru check #1301 in the amount of \$5,739.93

For a TOTAL of \$88,021.47

A motion was made by Matt Pontzer, seconded by Dave Mattiuz to approve the bills as presented. Motion carried with Pontzer and Mattiuz in favor. Randy Gradizzi was in favor of the motion but abstained from check #28406 and #1301 to St. Marys Water, as he sits on the Board.

OTHER BUSINESS

Chairman Mattiuz announced that an executive session was held on December 18th to discuss personnel. Leave time for COVID related issues was approved.

With no further business to discuss, a motion was made by Randy Gradizzi, seconded by Matt Pontzer, to adjourn this meeting at 6:44 PM. Motion carried.

The next meeting will be held February 3, 2021 at 6 PM at the Municipal Building.