

**MINUTES**  
**ORGANIZATION MEETING**  
**TUESDAY, JANUARY 10, 2013 3:00 PM**  
**MUNICIPAL BUILDING - MILLER SHAFT**

**Roll call:** Supervisor Richard Olshavsky – present; Supervisor Elwood Selapack – present; Supervisor James P. Kovach – absent; Solicitor C.J. Webb – absent.

**PUBLIC PARTICIPATION: None**

**Appoint Temporary Chairman:**

Supervisor Selapack made a motion to appoint Supervisor Olshavsky as Temporary Chairman. Supervisor Olshavsky seconded. All – yes.

**Appoint Temporary Secretary:**

Supervisor Selapack made a motion to appoint Ruby Moore temporary Secretary. Supervisor Olshavsky seconded. All – yes.

**Nominate and Elect Chairman:**

Supervisor Selapack made a motion to elect Richard Olshavsky as chairman. Supervisor Olshavsky seconded. All – yes.

**Nominate and Elect Voce-Chairman:**

Supervisor Olshavsky made the motion to elect Supervisor Selapack as vice-chairman. Supervisor Selapack seconded. All – yes.

**Appoint Secretary:**

Ruby Moore was appointed Secretary with a motion made by Supervisor Selapack, Seconded by Supervisor Olshavsky. All yes.

**Appoint Treasurer:**

Supervisor Selapack made a motion to appoint Supervisor Olshavsky Treasurer. Supervisor Olshavsky seconded. All yes.

**Appoint Assistant Treasurer:**

Supervisor Olshavsky made a motion to appoint Ruby Moore as Assistant Treasurer, Supervisor Selapack seconded the motion. All yes.

**Recommend Treasurer's Bond Limit:**

The Treasurer's Bond Limit was recommended to remain the same as 2012 (\$400,000.00). Supervisor Olshavsky made the motion to forward this recommendation to the auditors and Supervisor Selapack seconded. All – yes.

**Set Reimbursable Mileage for Personal Vehicle Use:**

Supervisor Olshavsky made a motion to leave the mileage at .55 cents for 2013. Supervisor Selapack seconded. All – yes.

**Appoint Legal Counsel:**

Supervisor Olshavsky made the motion to appoint the law firm of Smorto, Persio, Webb and McGill as Legal Counsel for 2013. Supervisor Selapack seconded. All –yes.

**Appoint Engineer:**

Supervisor Olshavsky made a motion to appoint EADS Group for the engineer firm for 2013. Supervisor Selapack seconded. All – yes.

**Select Depository:**

S & T Bank was named the depository for 2012 on a motion by Supervisor Olshavsky and a second by Supervisor Selapack. All – yes.

**Appoint 511 Tax Collector:**

Berkheimer Tax Administrators was elected to act as the Act 511 Tax Collector on a motion by Supervisor Olshavsky and a second by Supervisor Selapack. All – yes.

**Appoint Members of Various Commissions and Boards:**

Supervisor Selapack made a motion for CCSEA to serve as our Sewer Enforcement Agency. Supervisor Olshavsky seconded. All –yes.

Supervisor Olshavsky made a motion to appoint Nancy Sherbine to the CCSEA. Supervisor Selapack seconded. All –yes.

Supervisor Olshavsky made a motion for CCBCEA to continue to serve as our Building Codes Enforcement Agency. Supervisor Selapack seconded. All – yes.

**Appoint Code Enforcement Officer:**

Timothy Price was appointed Code Enforcement Officer for 2013 on a motion by Supervisor Olshavsky and seconded by Supervisor Selapack. The motion carried unanimously.

**Appoint Vacancy Board Charman:**

Ray Bowman was appointed vacancy board for 2013 with a motion made by Supervisor Olshavsky. Supervisor Selapack seconded the motion. All – yes.

**Appoint Non-Elected Employees:**

Supervisor Olshavsky made a motion to have Dave Nolan, Richard Shaffer, Tyler Shaffer as full-time Road Crew Workers, and Tom Rohr, Mike Jubina, Jeff Koston and Dave Parkin as hourly Road Crew Workers. Supervisor Selapack seconded the motion. Motion carried, All – yes.

Supervisor Olshavsky made a motion to increase the full time employee hourly wage by .25 including the Secretary for 2013. Supervisor Selapack seconded. All –yes.

**Appoint Township Employed Supervisors:**

Supervisor Olshavsky made a motion to appoint himself as Roadmaster. Motion did not carry for lack of a second.

Supervisor Olshavsky made a motion to appoint Richard Shaffer as assistant Roadmaster. Motion did not carry for lack of a second.

**Schedule Regular Monthly Meetings:**

The Regular Monthly Meetings for the year 2012 will remain the first Wednesday of the month at 7:00 p.m.. Supervisor Selapack made the motion to this effect and Supervisor Olshavsky seconded. All – yes.

**Set Holidays:**

Holidays for the township employees will remain the same as 2012. Supervisor Olshavsky made the motion and Supervisor Selapack seconded. All – yes.

**Voting Delegate**

Supervisor Selapack made a motion for Supervisor Selapack to be the voting delegate. Supervisor Olshavsky seconded. All-- yes.

**Appoint Township Auditors:**

Will advertise for a Resolution for Township Auditors at the Regular Township Meeting.

**Appoint EMA Coordinator:**

Supervisor Olshavsky made a motion to advertise for EMA Coordinator 2013. Supervisor Selapack seconded. All – yes.

**Adjourn:**

Supervisor Olshavsky made a motion to adjourn to the regular meeting at 6:25 p.m. Supervisor Selapack seconded. All- Yes.

Those visitors signing the attendance record: None

Submitted by Ruby Moore, Secretary

**MINUTES SUBJECT TO APPROVAL BY BOARD.**