

**CHIPPEWA TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
of the
APRIL 20, 2016
REGULAR MONTHLY MEETING**

The Chippewa Township Board of Supervisors held their monthly Regular Meeting on Wednesday, April 20, 2016, at 7:30 p.m. Present were Chairman Jim Bouril, Supervisor Nancy Lamey, Supervisor Mark Hoenig, Manager Mark Taylor, Attorney George Verlihay and Administrative Assistant Cindy Clark. Code Enforcement Officer Dawna Pella did not attend due to a death in the family.

Chairman Bouril called the meeting to order.

VISITORS

Chief Berchtold attended.

MINUTES

Chairman Bouril had the following minutes for review:

1. March 16, 2016 Board of Supervisors' Combined Agenda/Regular Meeting

The minutes were approved with no corrections or additions.

The Supervisors acknowledged the minutes of the following meetings:

1. February 15, 2016 Sanitary Authority Meeting
2. March 7, 2016 Recreation Board Meeting
3. March 8, 2016 Planning Commission Meeting

ITEMS TO BE ACTED ON

None.

REPORTS

Chairman Bouril had the following reports for review:

1. Financial Report
2. Police Department Report
3. Road Report
4. Wage Tax/OPT Report
5. Real Estate Tax Report
6. Zoning Report
7. Code Enforcement Officer's Report
8. Fire Department Report

MANAGER'S REPORT

Manager Taylor had the following items for discussion:

1. Request for traffic study (Shenango/Darlington Road):

Mr. Taylor said that the summer resurfacing program for Darlington Road has been delayed because further base repairs were needed. He wanted to discuss other traffic problems with PennDOT before this program begins and was referred to Todd Kravits. Mr. Kravits suggested that the Manager send a letter asking that they do a traffic study of that area and look at traffic congestion problems here, because he feels the problems will only worsen as the Township grows. The Manager provided each Supervisor with a copy of the letter that he sent. He let Mr. Kravits know that representatives of the Township will be available and willing to sit down and discuss the problems with them to find solutions. He is now waiting for a response from Mr. Kravits.

2. Hours of Operation:

The Manager asked for input from the Supervisors concerning the possibility of changing the hours that the Township building would be open to the public. He would like to allow time during some portion of the day for him to meet with the Township staff without people coming in and out of the building needing assistance. Manager Taylor said that Representative Marshall's office here does not open until 8:30, Tax Collector Linda Rawding's office does not open until 9 and other offices we have frequent contact with also open later than we do. He said that the Township employees would still arrive at 8 a.m. He asked the Township receptionists to keep track of the number of calls and visits they have during the first hour of the morning and at lunch time. He provided that information to the Supervisors. After looking at that information, Mr. Hoenig feels that closing the office to the public at some point between 8 and 9 each morning would work without causing any problems. Mr. Taylor agreed that the office is normally slow between 8 and 9. He added that he wouldn't need to have a staff meeting every day but to avoid confusion to the public he would not want to change the hours of operation for just one day each week. He would rather open the office to the public at the same time each day. Manager Taylor feels that opening for the public at 8:30 a.m. would work. He asked the others for their opinion. Chairman Bouril agreed with opening the doors at 8:30 and said that if it is determined that an hour is needed instead of a half hour, the time we open to the public could be changed to 9 a.m. at a future date. Chairman Bouril said that a notice could be placed on the window and the Manager said that he could also put a notice in the newspaper, as that type of a notice is printed at no cost to the Township.

3. Employee Handbook Update :

Manager Taylor provided the Supervisors with information from Campbell Durrant Beatty Palombo & Miller regarding legal services for the Township. He and Supervisor Hoenig attended a meeting with representatives of this group. They specialize in labor relations. The Manager spoke about the rates and the discount for PELRAS members. He has not yet received a projected price for updating our 1999 employee handbook. He asked the Supervisors if they wish to set a limit for this.

MR. HOENIG MOVED TO SET A LIMIT of \$7000 for the services of Campbell Durrant Beatty Palombo & Miller, with the situation being revisited if the cost goes above \$7000. Ms. Lamey seconded the motion and without further discussion the motion carried.

Manager Taylor said he will keep the Supervisors informed regarding this.

4. Resolution 2016-7:

The Manager explained that this is just a standard resolution that the County is requesting. He has discussed this with Solicitor Verlihay.

MS. LAMEY MOVED TO APPROVE passage of Resolution No. 2016-7 regarding the EZ designation with the Department of Community and Economic Development. Mr. Hoenig seconded the motion and without further discussion the motion passed.

PAYMENT OF BILLS

Chairman Bouril had the March 2016 bills for review.

MR. HOENIG MOVED TO APPROVE payment of the March 2016 bills. With no further discussion, the motion was seconded by Ms. Lamey and carried.

SOLICITOR'S BUSINESS

None.

SUPERVISORS' BUSINESS

The three Supervisors had just returned from the annual conference in Hershey, PA.

ADJOURNMENT/MEETING DATES

With nothing further to come before the Board, Chairman Bouril adjourned the meeting at 7:47 p.m.

The scheduled meeting dates for May are: Agenda meeting: Wednesday, May 11th at 8:30 a.m.; Regular Meeting: Wednesday, May 18th at 7:30 p.m.

Secretary

Chairman

